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| --- |
| Persons |
|  | **Bold** means core if available | Additional Notes |
| **010** | **LC Identifier** | Assigned automatically upon submission |
| **024** | **Other identifier**7\_ $a ID code $2 code for source $1 URI | [Common source codes: wikidata ; orcid ; viaf](https://www.loc.gov/aba/pcc/naco/documents/NACO-024-Best-Practices.pdf) |
| **046** | Date: **$f birth****$g death**period of activity $s start; $t end**$2 edtf** | YYYY-MM-DD HH:MM:SS |
| 053 | $a LC number$5 MARC org code for creator of number | For literary authors who get their own class number\_0 if assigned by LC\_4 if assigned by someone else, add $5 |
| **100** | 100 1\ **$aPreferred Name** $q (Fuller Name) $c (Title/Designation), **$d birth-death.** | Indicators: 0=Forename, 1=Surname$c can include degree initials (e.g. Ph.D) but this mostly won’t be necessary |
| **368$d** | **Title: royal/noble/religious**Title: rank/honor/office |  |
| **368$c** | Other designation: if **saint, spirit, people from legend/fiction/scripture, real non-human** |  |
| **370** | Places:$a birth$b death$c country$e residence$f other | Take from NAF $2 naf |
| **372** | $a Field of work | Use terms denoting *activity*Take from LCSH $2 lcsh$a Subject $x Subdivision  $a Subject--Subdivision (no spaces around hyphen)For authors: use genre of their writing, not “Authorship” |
| **373** | $a name of affiliated groups / corporate body | Take from NAF if possible $2 naf – but remove any subfields and combine into $aIf not in NAF, use the form closest to what you would use for the corporate body NARUse this field for groups that do not have established headings OR groups that are helpful in identifying the person, but not significant enough to get a See Also |
| **374** | $a Occupation: **if name does not sound like a person** | Take from LCSH $2 lcshor LCDGT $2 lcdgt |
| ~~375~~ | ~~$a Gender~~ | ~~From LCDGT $2 lcdgt~~  As of April 2022: do NOT add, remove if editing a record for other reasons |
| **377** | $a language they work in | Use MARC language codes |
| **378** | $q Fuller form of name | Expand initials or include middle name |
| **400** | $w [code] $a Variant access points | Other forms the name might be searched by(e.g. order of multiple surnames; initials)Only forms that actually show up on sources; prioritize those that differ in the word before the 1st comma or the word right afterConsider using 378$q insteadFor names with articles, provide a 400 with the flipped version (Le Corre, Erwan  Corre, Erwan Le) |
| **500, 510** | See Also related entities$w r $i [relationship] $a authorized access point$w can also be for “earlier name” type of encoding | Use for strongly related entities – earlier or later names, pseudonyms, corporate bodies they ran for a long time etc. (i.e. Just graduating from a university doesn’t mean it goes here)Take $a from NAF |
| **667** | $aNote to other catalogers, for example:* Formerly on undifferentiated name record: LCCN
* Date of birth removed from all fields per author request, [date updated]
* Do not confuse with [other person with similar name] ([LCCN])
 | Used for “do not confuse with” notesSee NACO participants’ manual |
| **670** | **Sources**$a Surname, G. Title proper, pub. date: $b location in source (data 1; data 2; data 3)$a Communication with [author/publisher/etc.], date $b (data 1; data 2; data 3)$a Website title, viewed date: $b page title (data 1; data 2; data 3) $u url | One 670 field for each source consultedLeave out “:” if there’s no specific location before the ()Start data by listing the name(s) as appearing on the sourceYou can mention data that isn’t significant enough to also put in a 3xxCan have multiple locations and multiple $u in a single 670Terms for locations: NACO Participants’ Manual under 670 |
| **673** | $a Unrelated title $b subtitle $f Date $w(OCoLC)number | For when the person is not the author of [title mentioned in the NAR for someone else with the same name]  |
| **678** | Bio blurb |  |