

J	Education	Education J	Common subject subdivisions
	. <i>Common form subdivisions</i>		. Relations with other subjects J9C
	* Add to J numbers 2/3 from Auxiliary Schedule 1.	JAA	Principles & theory of education
	. <i>Common subject subdivisions</i>	JAB	. Aims, objectives, purposes
	* Add to J numbers 4/6 from Auxiliary Schedule 1.		* See also Education for particular purposes JKU
	* A number of concepts in Schedule 1 have a special significance in Class J Education and therefore appear in the main schedules JA/JY. When in doubt prefer the place in the main schedules.	D	. . Instruction & education
J4	. . Organisation of education, administration in education	F	. . Education as development of personality
	* See also JB/JC	H	. . Education as adaptation to environment
J4A	. . Persons in education	K	. . Education as scholarship, education as culture
	* See also J9, JCP/JCW, JHB/JHS	L	. . Liberal education
J5	. . Organisations in education		* See also Liberal studies JKR
	* See also JB/JC, JL/JU	JAC	. Philosophy of education
J5M	. . Information on education		* Add to JAC letters A/C following A in Class AA/AC, e.g. Education and Western philosophy JAC B.
J6A	. . Study & teaching of education		* Add to JA letters D/I following A in Class AD/AI, e.g. Epistemology JAH P.
	* See also Education of teachers JTJ	JAJ	. Schools of thought in educational theory
J6C	. . Research in education		* Add to JAJ letters A/Z for broad periods from Schedule 4B, e.g. JAJ AD Ancient period.
	* See also Education of teachers JTJ		* Add to each broad period letters for names of individuals, e.g. Plato JAJ ALP; Aristotle JAJ AMA.
J6P	. . Comparative education		* Alternative (not recommended) is to add individual names to JAJ and ignore period.
	* See also Institutions in foreign countries in JL8/JU8	JAK	. Society & education
NF	. . . Case studies		* Alternative to locating under the Social Sciences concerned, classes K/U.
NH	. . . Problem studies		* Add to JA letters K/KPF and P/U from main classes K, P/U.
NL	. . . Area studies		* A selection is given here to indicate the scope of built-up classmarks.
J6Q	. . . Cross-cultural studies		* For family and kinship groups see JDU.
J6T	. . . Historical studies	9V	. . Sociology of education
J7	. . History of education	B3	. . Demography
	. . . <i>By period</i>	BDB J	. . . Birth rate
	* Add to J7 letters A/Z from Auxiliary Schedule 4.	CE	. . Social change
J82	. . International education	CP	. . . Social development
	. . <i>By place</i>	HPW	. . Rights to education
	* Add to J8 numbers and letters 3/9, A/Z from Auxiliary Schedule 2.	KMP	. . Social mobility
J9	. . Biography	KNL	. . Equality in education
	* Add to J96 letters A/Z for the names of individuals, e.g. Life of Montessori J96 MO.	KNL R	. . . Opportunities, access to education, life chances
	* See also JAJ Schools of thought in educational theory	KOW	. . Socio-economic status
J9C	. . Relations with other subjects	MT	. . Community & education, territorial community
	* For "phase relations" not covered by the relations implicit in the facets in the main schedules.	MTC P	. . . Community development
	* See 9C/9K in Auxiliary Schedule 1.	MU	. . . Local communities, neighbourhoods
		MUM B	. . . Environment
		MUN D	. . . Culture areas
		MUN V	. . . Depressed areas, slums, educational priority areas, disadvantaged schools
		MUP E	. . . Industrial areas
		MUP F	. . . Residential areas
		MUR	. . . Rural areas
		MUR V	. . . Villages, hamlets

## Administration of educational systems

Education J	Principles & theory of education JAA	Education J	Principles & theory of education JAA
	Society & education JAK		. . Technology & education JAU
	Community & education JAK MT	JB	Administration of educational systems, state & education
	. Rural areas JAK MUR		* At level of whole nation or community.
	. Villages JAK MUR V		. <i>General policy considerations</i>
JAK MUT	. Urban areas		* Add to JB letters E/GU following K9, with modifications shown below:
MUT HR	. . Urbanisation	JBE 3Q	. . Statistics of education
MUT RF	. . Built-up areas, housing estates, tower blocks	F	. . Forecasting
MUT RM	. . Suburbs	K	. . Projections, needs & demands
MUU	. Cities	P	. . Policy making
MUU RK	. . Inner city areas	JBF	. . Decision making
MUV V	. New towns	JBG	. . Planning, development
MW	. Social classes	H	. . . School distribution, mapping, location
ORB	. Migrants	I	. . . Systems planning
ORE	. . Emigrants, brain drain	J	. . . Centralisation
OS	. . Immigrants	K	. . . Decentralisation
PD	. Ethnic & racial groups	L	. . . Coordination in planning, cooperation in planning
QK	Family environment		* See also International aid JBH OP
JAL	Student sociology	V	. . Reform, innovation
	* Alternative (not recommended) to locating at JG.	X	. . Tripartite systems
JAP	Religion & education	JBH	. Economics of education
NH	. Church & education		* Education as a national or regional resource. Most of the literature relates to the economic management of the educational system, JBH Q/JBH Y.
JAQ	Social welfare & education		* Add to JBH letters A/P following T in Class T Economics, e.g.:
O	. Crime & delinquency	K	. . Education as a resource
JAR	Political science & education	LC	. . Industrial relations in education
JAS	Law & education		* For personnel relations within particular educational institutions see JCP E.
	* See also Legislation JBO	LD	. . . Trade unions (industrial relations)
JAT	Economic environment & education		* For trade unions as bodies having particular interest in education see JBX T.
C	. Consumer society	LM	. . . Labour force
Y	Industry & education	LMA B	. . . . Manpower planning
JAU	Technology & education		* See also Special categories JBH LYN
		LS	. . . Salaries, pay structure
		LYN	. . . Requirements for special categories of persons
			* For example scientists, mathematicians.
		NH	. . Public finance & education
			* For finance of individual institutions see JDG.
		NJ	. . . Taxation
		NPO N	. . . Non-tax income, non-tax revenue
		NQ	. . . Costs of education
		NRJ R	. . . Distribution, allocation of resources
		O	. . International economics & education
		OP	. . . International aid, development aid

## Government in education

Education J	Administration of educational systems JB	Education J	Administration of educational systems JB
	Economics of education JBH		Government in education JBK
	. . International aid JBH OP		National governments JBM
JBH Q	Management of educational systems		. Ministries of education JBM P
	* Add to JBH letters Q/Y following T in Class TQ		. . . Particular committees JBN
	Management, e.g.:	JBO	. Legislation
QR	. Management techniques		* Alternative (not recommended) is to locate in Class S law.
QS	. . Operational research, OR		* Add to JBO letters E/Y following SE in SEE/SEY (see 44 in Auxiliary Schedule 1 for examples).
QVT	. . . Action research	M	. . Bills
R	. . Organisation & methods & work study, O&M and work study	R	. . Statutes, acts, codes, by-laws, statutory instruments
RKB	. Management functions	JBP	Local government
RKG	. . Responsibility, accountability (of system)	M	. Councils, local education committees, school boards
RMM	. . Objectives	N	. Local political parties
RMQ	. . . Standards, norms (educational system)		* For national parties, see JBM N.
RNN	. . Programme setting, programme budgeting	P	. Education departments
RNP	. . . Programme planning budgeting systems, PPBS	P4U C	. . Education officers, directors, superintendents
T	. Financial administration & accounting	S	. Legislation
TP	. . Costs, cost accounting	X	. Administrative districts, school districts
TPS	. . . Cost benefit analysis	JBQ	. . Regions, states, provinces
TQL	. . Budgets (educational system), budgetary control	JBR	. . Counties, regional councils in Scotland
	. . . <i>Types of budgets</i>	JBS	. . Boroughs, metropolitan districts, district councils in Scotland
TQR T	. . . . Zero base budgeting, ZBB	JBT	Inspection & accreditation
TQV W	. . . . Output budgeting	V	. Inspection
JBK	Government in education	V4	. . Inspectors
	* See also Political science and education JAR	V4U N	. . Advisors
JBL	. International governmental bodies	X	. Accreditation, recognition as efficient
N	. . United Nations		<i>Other organisations in educational administration</i>
P	. . Unesco		* See also Owners of institutions JLB
PQ	. . . International Bureau of Education	JBU D	. Pressure groups, temporary organisations
PR	. . . International Institute for Educational Planning	JBV	. Voluntary bodies
Q	. . Council of Europe	D	. . Trusts & foundations
QR	. . OECD, Organisation for Economic Cooperation & Development	F	. Coordinating bodies
R	. . Other international governmental bodies		<i>Bodies with particular interest</i>
T	. International non-governmental bodies, INGOs	JBW	. Religious bodies
JBM	. National governments, central government		* For religious bodies as owners/authorities of institutions, see JLC G.
M	. . Parliaments, legislatures		* Add to JBW letters F/X following P in PF/PX in Class P Religion, e.g. Christian missions JBW NR.
N	. . National political parties	JBX	. Philanthropic bodies, ethical agencies, charities
	* For local political parties, see JBPN.	J	. Professional bodies, research bodies, associations
P	. . Ministries of education, education departments	R	. Political bodies
P4A	. . . Ministers, secretaries of state	T	. Trade unions, trade associations
Q4A	. . . Secretariats, civil service	U	. Business organisations
Q4T M	. . . . Academic liaison officers		
R	. . . . Committees		
S	. . . . Permanent committees		
T	. . . . Ad hoc committees		
V	. . . . Tribunals, review boards		
JBN	. . . . Particular committees, boards, etc.		
	* Add letters L/Z from Auxiliary Schedule 4B for approximate date.		

## Education J

Administration of educational systems JB  
 . . . Business organisations JBX U

## JC

Administration of educational institutions,  
 management of educational institutions,  
 school administration

\* See also Administration of educational systems JB

## JCC

. Buildings & equipment & services

## E

. . Planning & design, architecture

\* See also Architecture - Educational buildings  
 WCW

## P

. . Maintenance, repair

## Q

. . . Cleaning

## R

. . . Decorating

## T

. . Renewal, conversion

## V

. . Security

## Y

. . Site & buildings, campus

## JCD

. . . Buildings

. . . . *Parts of building*

## F

. . . . . Fittings, fixtures

## G

. . . . . Walls, roofs

## H

. . Building services

## HH

. . . Insulation

## HJ

. . . Flooring, roofing

## HK

. . . Electrical services, cable ducting & wiring

## HL

. . . Lighting

## HM

. . . Heating, ventilation, air conditioning

## HS

. . . Sanitation, plumbing

## L

. . Functional spaces, areas, rooms

\* The preferred arrangement is to subordinate  
 buildings and equipment serving special functions  
 to their function.

\* An alternative (not recommended) is to collect  
 here all material on building and equipment, using  
 JCE/JCO for those serving special functions.

. . . *Serving general functions*

## N

. . . . Classrooms

## P

. . . . Lecture halls, auditoria

## Q

. . . . Study rooms, seminar rooms

## R

. . . . Assembly halls

## S

. . . . Staff rooms, common rooms, day rooms

## V

. . . . Stores

. . . *Serving special functions*

\* JCE/JCO Alternative (not recommended). See  
 note at JCD L.

## JCE

. . . *Special to administration*

\* Add to JCE letters A/Z following JD in  
 JDA/JDZ.

\* A selection of more prominent buildings is  
 given here.

## IP

. . . . Hostels

## WJF

. . . . Toilets, washrooms

## WKC F

. . . . Dormitories

## WKE

. . . . Refectories, canteens, dining halls

## WM

. . . . Sanatoria, sick bays

## Education J

Administration of educational institutions JC

Buildings & equipment & services JCC

Functional spaces JCD L

. Special to administration JCE

. . Sanatoria JCE WM

## JCG

. *Special to students' extra-curricular activities*

\* Add to JCG letters C/N following JG in JGC/JGN,  
 e.g.:

## CHV

. . Youth centres (administration)

## F

. . Union offices

## JCI

. *Special to teaching methods & aids*

\* Add to JCI letters B/V following JI in JIB/JIV, e.g.:

## DV

. . Libraries

## KQ

. . Darkrooms

## KTS

. . Projection rooms

## S

. . Soundproof rooms

## JCK

. *Special to curriculum*

\* Add to JCK letters A/Z following JK in JKA/JKZ,  
 e.g.:

## O

. . Language laboratories

## TAY

. . Science laboratories

## TD

. . Observatories, planetaria

## TU

. . Workshops

## TW

. . Studios

## TWV

. . Music rooms

## TWY

. . Theatres

## JCL

. Recreational facilities

## P

. . Playgrounds, gardens for recreation

## Q

. . Sports facilities

## R

. . . Gymnasiums

## S

. . . Swimming pools

## T

. . . Sports grounds, playing fields

## TS

. . . . Stadiums

*Types of institution buildings*

## U

. Multipurpose buildings

## UT

. Temporary buildings

## V

. Mobile buildings

## W

. Open plan buildings

## X

. Open air buildings

## JCM

Equipment

\* See also Teaching aids JIC

## N

. Furniture

## O

. Office equipment & supplies

## P

. . Duplicating equipment, copying equipment,  
 photocopiers

## Q

. . Printing equipment

## S

. . Stationery & records

## T

. . Telephones, fax, telex

## W

. Data processing equipment

## JCN

. . Computer systems, visual display units, VDUs

## P

. . Word processors

## JCO

. Audiovisual equipment

\* Alternative (not recommended) to locating under  
 Teaching aids JIC.

\* Add to JCO letters KTS/SX following JI in JIK  
 TS/JIS X, e.g.:

## KTS

. . Projection equipment

## Personnel

Education J	Administration of educational institutions JC	Education J	Administration of educational institutions JC
	Buildings & equipment & services JCC	Personnel JCP	Management of personnel JCP AQ
	. . . Projection equipment JCO KTS		. . . Recruitment & selection JCP SB
JCO SCJ	. . . Tape recorders		. . . . Tenure JCP SXT
JCP	Personnel	JCP TB	. . Leaving, resignation
	* The preferred arrangement is to subordinate personnel serving a specific function to that function, e.g. Teachers to Teaching.	TC	. . . Dismissal
	* An alternative (not recommended) is to collect here all material on personnel working within schools etc, but not in Educational administration, using JCQ T/JCW for those serving specific functions. % For personnel in Educational administration, use Auxiliary Schedule 1A, e.g. Ministers of education JBM P4A.	TF	. . . Redundancy
	* A further alternative if the above alternative is used is to treat JCP as the preferred class for Teaching staff, specifying explicitly only the other posts listed here, e.g. Librarians JCR L.	TFV	. . . Retirement
A	. <i>Synthesis instruction</i>	TFX	. . . . Early retirement
	* Add to JCP A letters A/C following J in JA/JC	TGL	. . Mobility in job
AI	. Personnel psychology	TGQ	. . . Exchange of positions, secondment
AP	. Profession	TP	. . Hours of work
APP	. . Ethics of profession, professional conduct	TU	. . Leave, vacations
APR	. . Duties, responsibilities	TW	. . Physical working conditions
AQ	. Management of personnel	U	. . . Health & safety of personnel
	* Add to JCP letter B/U following TU in Class TQ Management. A selection of prominent concepts is given here, together with a few modifications.		. . . . <i>Special hazards</i>
BF	. . Work study	UQ	. . . . Pupil violence
BMW	. . Flexibility in personnel resources, redeployment	JCQ	<i>Types of personnel</i>
BTP	. . Motivation of personnel		* Any given type of personnel may be divided as follows, where the hyphen represents its classmark: % - 2/B Add to - numbers and letters 2/9, A/B following J % - C Add to -C letters A/O following JC % - D Add to -D letters A/U following JCP % - Add to - letters LJ/PF following K in Class K Society, e.g. Women personnel JCQ NW 3PP; % Women personnel - salaries JCQ NWD P; % Women personnel from ethnic minorities JCQ PDO QNW.
DX	. . Job satisfaction	T	. <i>By occupational characteristics</i>
E	. . Personnel relations		* Add to JCQ letters T/UN from Auxiliary Schedule 1A, e.g. Part-time persons in education JCQ TJ.
G	. . . Disputes		. . <i>Special to education</i>
GH	. . . Collective bargaining, negotiations		* Many of the following posts imply a particular type of institution, and their classmarks will reflect this, e.g. Universities - Vice-Chancellors JRM CQV. % However, for convenience of reference and for notation, all personnel are listed together here.
H	. . . Industrial action		* For subdivision of any particular type of personnel, see instructions above at JCQ, e.g. Women head teachers JCQ XNW.
HJS	. . . . Strikes	V	. . . Chancellors, vice-chancellors, rectors
M	. . Supply & demand, workforce	W	. . . Principals, directors
OP	. . . Unemployment	WX	. . . Deans
ORY	. . Conditions of service	X	. . . Head teachers
P	. . . Salaries, pay	XY	. . . Heads of departments
QS	. . . . Bonus systems	JCR	. . . Teaching staff, faculty
QVJ	. . . . Merit scales		* Alternative (not recommended). The preferred place for academic staff is under Teaching at JH.
QXP	. . . . Pensions		* For a further alternative, using JCP for teachers, see third note at JCP.
RB	. . . <i>Working conditions other than pay</i>	G	. . . Academic support staff, support services
RJ	. . . . In-service training	H	. . . . Research staff
	* See also Education of teachers JTJ	K	. . . . Aides, student assistants
RSJ	. . . . . Updating of skills	L	. . . . Librarians, teacher-librarians
RSL	. . . . . New skills training, re-training	N	. . . . Training & liaison officers
SB	. . . Recruitment & selection	O	. . . . Careers officers
SJ	. . . . Selection	P	. . . . Guidance officers, counsellors
SU	. . . . Appointment	Q	. . . . Chaplains, padres, ministers of religion, priests
SVS	. . . . . Period & conditions of appointment		
SVT	. . . . . Probation period, trial period		
SXT	. . . . . Tenure		

**Government of educational institutions**

Education J  
 Administration of educational institutions JC  
 . . . . . Academic support staff JCR G  
 . . . . . Chaplains JCR Q

JCR S . . . . . Youth leaders, community officers  
 T . . . . . Technicians, laboratory staff  
 X . . . . . Public relations officers

JCT . . . . . Administrative staff  
 U . . . . . Secretaries of institutions, senior administrators  
 V . . . . . Registrars  
 W . . . . . Accountants, bursars, finance officers  
 X . . . . . Clerical staff  
 Y . . . . . Maintenance staff, caretakers, janitors, porters

JCV . . . . . Welfare service staff  
 W . . . . . Wardens  
 X . . . . . Domestic staff, catering staff

JCW B . . . . . Health service staff, education social workers, visiting teachers (USA)  
 D . . . . . Medical officers, doctors, physicians  
 E . . . . . Paediatricians  
 G . . . . . Nurses, matrons  
 K . . . . . Dentists  
 P . . . . . Psychologists  
 R . . . . . Psychiatrists  
 W . . . . . Nursery nurses  
 X . . . . . Child minders

JD Government of educational institutions, administrative structure of educational institutions

JDD E . Size, school size  
 EF . . Quotas, numerus clausus  
 G . . Autonomy, official status  
 GH . . Incorporation  
 GK . . . Charters  
 K . . Sociology of the school  
 L . . Home & school  
 . Members  
 M . . Staff & students as members  
 O . . School democracy, staff participation, student participation  
 Q . . . Staff  
 S . . . Students  
 \* See also Students' organisations JGD  
 \* See also Student power JGP R  
 V . . Representatives of other bodies, group representatives  
 W . . . Parents representatives  
 W5G . . . . Parents' associations  
 WF . . . Parent-school relations  
 WG . . . . Parent power  
 \* See also Teacher-parent relations JHC W

Education J  
 Government of educational institutions JD  
 Members  
 . . . Parent power JDD WG

*Constituent bodies*

JDE . Governing bodies, school managers, college councils  
 G . . Senates  
 H . . Courts (of universities)  
 J . . School councils  
 \* Full assembly of staff & students.  
 L . . Academic boards  
 M . . Faculty boards, faculties  
 N . . Boards of studies  
 P . . Departments, schools (within larger organisations)  
 Q . . Convocation, graduate bodies (as part of government)  
 \* See also Alumni JGJ

JDF School management, management of educational institutions (narrowly)  
 \* Add to JDF letters Q/RX following T in Class TQ  
 Management, e.g.:

QR . Management techniques (school management)  
 RKB . Management functions (school management)  
 RL . . Policy & planning & control  
 RMS . . . Decision making  
 RR . . Organisation structure  
 RUB . Activities of the institution  
 RV . . Development of institutions, organisational change  
 RVN . . . Organisational development, OD, planned change  
 RWB . . . Reorganisation  
 RWC . . . . Rationalisation  
 RXB . . . Relocation  
 RXS . . Closing, winding-up

JDG . Finance  
 G . . Accounts  
 H . . Budgets  
 J . . Incomes  
 K . . . Public funds, state grants  
 KK . . . . Capitation allowances  
 L . . . . Direct grants, land grants  
 M . . . . Local grants, block grants  
 P . . . . Other sources of finance & private incomes  
 Q . . . . Fees  
 R . . . . Endowments, donations, investments  
 S . . . . Fundraising, appeals  
 T . . . . Funding organisations  
 \* For example, armed services, churches.

U . . Enterprise activities  
 UF . . . Use of facilities  
 \* See also Community use of school buildings JDH V

UH . . . . Letting of accommodation  
 \* For example in vacation.  
 UJ . . . . Conferences as sources of finance  
 UN . . . Joint enterprises with industry  
 UR . . . . Science parks

# Admission

JDH  
JDTV

Education J  
 Government of educational institutions JD  
 School management JDF  
 . Finance JDG  
 . . . . Science parks JDG UR

JDH . Information management, communication services  
 K . . Communication within institutions

JDI . . . Information technology (as management resource)  
 \* Add to JDI letters G/N following TS in TSG  
 H/TSN, e.g.:

GJ . . . . Data protection, confidentiality in information  
 management

J . . . . Computer systems in management of educational  
 institutions

JDJ . . . Office services, clerical services  
 K . . . Records, registers, files, archives  
 L . . . . Student records  
 M . . . . Class record books  
 N . . . . Staff records  
 P . . Communication outside institutions  
 Q . . . Publicity  
 R . . . . Prospectuses, calendars, catalogues  
 T . . . Transport services  
 U . . . . Fare concessions  
 V . . . Relations with external bodies & organisations  
 X . . . . Community use of school & college buildings  
 \* See also Use of facilities JDG UF

JDK . Advisory services  
 \* The general class for guidance and counselling is at  
 JFR. This location is for the completely general  
 concept, and to allow qualification of any concepts  
 appearing between JDL and JFR, e.g. Advice on  
 accommodation for students JDL K.

JDL . Accommodation provision  
 N . . Lodging & letting services  
 P . . . Hostels  
 R . . . Private houses

JDN T Choice of schools (by parents or educands)  
 W Allocation to schools  
 X . Appeals against allocation decisions

JDO Admission, student selection, competitive selection  
 P . Entrance requirements  
 Q . Enrolment, registration  
 QR . . Falling rolls  
 R . Discrimination in admission  
 S . . Integration, segregation  
 T . . . Bussing  
 V . Exchanges of students  
 W . Transfers between schools  
 X . Twinning

JDP . Attendance, compulsory education  
 P . . Rules & regulations  
 S . . . Clothing, uniforms, badges, ties

JDQ . . Absence  
 R . . . Running away  
 T . . . Truancy

Education J  
 Government of educational institutions JD  
 Admission JDO  
 Attendance JDP  
 . Absence JDQ  
 . . Truancy JDQ T

JDR B . Leaving compulsory education  
 E . . Premature leaving  
 G . . . Drop out, wastage  
 N . . School leaving age  
 O . . . Raising of school leaving age, ROSLA  
 S . Timetables, schedules  
 T . School year, academic year  
 U . . Terms, semesters, trimesters, four-term years  
 V . . School day, school hours  
 X . . Holidays, vacations

JDS Ceremonies, celebrations  
 \* See also Student activities JGK  
 T . Special days, events  
 TT . . Open days  
 U . . Speech days, commemoration days, foundation days  
 W . Songs, hymns

JDT Courses  
 \* See also Curriculum JK, Correspondence courses JF K  
 E . Orientation courses  
 F . Full-time courses  
 H . Part-time courses  
 \* For day release see Further education JP.  
 \* For block release see Further education JP.  
 L . Evening courses  
 \* See also Evening institutes JPP  
 N . Sandwich courses, half-time courses  
 O . Credit courses  
 P . Modular courses  
 Q . Short courses  
 R . . Refresher courses  
 S . . Summer schools  
 T . Accelerated courses  
 V . Basic courses, foundation courses  
 \* See also Basic training JJV E

Education J  
Government of educational institutions JD  
. . . Basic courses JDT V

JDU Health & welfare services  
\* These are designed primarily for educands, who are assumed. For health and welfare problems relating to other persons in education, subordinate to the person.  
\* This class includes health and welfare taken together and general considerations of health etc. of educands, whether a welfare service is considered or not.  
\* For services relating to specific aspects, e.g. nutrition and dietetics, see the specific aspect.  
. *Special social environmental factors*

G . . Kinship & family & sex relations  
\* For educands defined by particular factors below, e.g. children from broken homes, see special categories of educand JV.  
\* For birth rate see JAK BDB.  
\* Add to JDU letters G/Y following KP in Class K Society.  
\* Add to JDV letters A/Y following KQ.  
\* Add to JDW A letters A/P following KR.

H . . . Kinship, sociology of the family  
W . . . . Parents of educands

JDV A . . . . . Offspring  
AFI . . . . . Parent-child relations  
AT . . . . . Only children  
ATY . . . . . Multiple births  
AU . . . . . Twins  
C . . . . . Siblings  
CQ . . . . . Birth order

JDW B . Human biological factors  
\* These factors, together with those of health and medicine following, are all taken from Class H Health sciences.  
\* In the event of one factor needing to be qualified by an earlier one, the provisions for synthesis in Class H should be used, e.g. Addiction - diagnosis JDW STF H.  
\* To avoid a clash between these provisions and retroactive synthesis by Class J, proceed as follows for the latter, where the hyphen represents the classmark added to: % -9L Add to -9L letters A/Y following JA. % -9M Add to -9M letters A/Y following JB. % -9N Add to -9N letters A/Y following JC. % -9P Add to -9P letters A/Y following JD. % Example: Planning and development of health and safety JDW H9M G.  
\* Add to JDW letters B/G following H in Class H Health sciences, e.g.:

FD . . Growth  
\* For sensory development, see Senses JDW VCB.

FLD . . . Puberty  
FLE . . . Menstruation  
FLF . . . Maturity  
FLG . . . Climacteric, menopause  
FLK . . . Ageing  
FN . . Heredity, genetics

Education J  
Health & welfare services JDU  
Human biological factors JDW B  
. Heredity JDW FN

JDW H Health, hygiene & safety  
\* Add to JDW letters H/Y following H in Class H Health sciences.

HU . Health & medical services  
HY . . Paediatric services (general)  
\* In Class H, these are part of the primary facet, Types of persons, and file at the end. In Education, nearly all the literature concerns young persons and this can be regarded as the preferred class and therefore files here, preceding all other specific aspects.

J . Preventive medicine  
JDH . . Health education & health promotion  
JDY . . Regulation & inspection  
JF . . Sanitation, cleanliness  
JHR . . Hazards, dangers, disasters  
\* For accidents, see JDW RA.  
\* For first aid, see JDW NQH.

JM . . . Fire hazards & explosions  
K . . Personal health maintenance  
KBE . . . Exercise, movement, physical activity  
KBP . . . . Sport as exercise  
KBQ . . . . Gymnastics  
\* For sports etc. as part of Curriculum, see Physical education JKT UY.

KCE . . . Rest, relaxation  
KCF . . . . Sleep  
KCQ . . . Physique  
KCR . . . Size-weight ratio  
KCX . . . Posture  
KE . . . Food & diet  
KF . . . . Nutrition & dietetics  
KJN . . . . Meals

L . Curative medicine, medical services (narrowly)  
LRV . . Health counselling  
M . . Hospital care  
\* For the medical service; for building aspect, see Sanatorium, sick bay JCE WM.

N . . Clinical medicine  
NH . . . Diagnosis, identification of sickness  
NN . . . Symptomatology  
NP . . . Treatment, therapy  
NQH . . . . First aid  
NRE . . . . Physical therapy, physiotherapy  
NU . . . . Diet therapy  
P . . . Disorders, pathology, illness  
RA . . . . Accidents  
RI . . . . Infectious diseases, contagious diseases  
RIG H . . . . Immunization, inoculation, vaccination  
ST . . . . Addiction  
\* Alternative (not recommended) to locating at JDW WG.

SV . . . . Allergies



## Health

Education J	Health & welfare services JDU	Education J	Health & welfare services JDU
	Health JDW H		. . . . . Language disorders JDX UQ
	Curative medicine JDW L		. . . . . Speech disorders JDX UQY
	. . . Allergies JDW SV	JDX URB	. . . . . Aphasia
	<i>Parts &amp; systems of the body</i>	URE	. . . . . Sensory aphasia
JDW TJ	. Locomotor system	URF	. . . . . Visual aphasia, alexia, word blindness
	* For physical activity, see JDW KBE.	URG	. . . . . Dyslexia
VCB	. Sense organs	URH	. . . . . Agraphia
VCD	. . Proprioception	URJ	. . . . . Auditory aphasia, word deafness, hearing disorders
VCH	. . Touch	URM	. . . . . Motor aphasia
VCI N	. . Smell	URN	. . . . . Dyslalia, articulation disorders
VCI P	. . Taste	URS	. . . . . Stammering, stuttering
VCI S	. . Time sense, temporal perception	WG	. . . . . Addiction & dependency (as mental disorders)
VCJ	. . Communication sense		* See also Addicts JVX G
VCL	. . . Language sense, audiovisual senses	WJ	. . . . . Alcohol addiction, drinking
VD	. . . Visual sense, vision, sight	WL	. . . . . Drug addiction
VF	. . . Hearing, audiology	WNL	. . . . . Stimulants
WK	. Dental system, dental health	WNO	. . . . . Smoking, tobacco
XA	. Reproductive system	WNW	. . . . . Cannabis
XBJ	. . Contraception	WS	. . . . . Delinquency (as mental disorder)
XJ	. . Pregnancy		* See also Delinquents JVY
XJI	. . . Abortion	JE	Psychology of education, educational psychology
JDX	Mental health care, mental health services		* Locate material here if it is explicitly concerned with the educational process, so far as this distinction is practicable.
	* See also Educational psychology JE		* An alternative (not recommended) is to locate all Psychology in Class I, using IYJ for Psychology of education.
	* Add to JDX letters A/X following I in Class I Psychology & Psychiatry, e.g.:	JE2	. <i>Common subdivisions</i>
BCV	. Psychometrics		* Add to JE2 numbers 2/9 from Auxiliary Schedule 1.
CD	. <i>Influencing factors</i>	JE3	. Educational theory & administration
CE	. . Stress		* Add to JE3 letters A/D following J in JA/JD.
CEJ	. . Crises	JEA	. Psychological research or processes or typology
CEN	. . Deprivation		* Add to JE letters A/L following I in IA/IL in Class I Psychology & Psychiatry. A selection of prominent concepts is given here for convenience:
RF	. Psychiatry, medical psychology	J	. Schools of psychology
RFR X	. . Psychiatric services & agencies	JEB	. Research & experiment in psychology
SB	. . Psychiatric treatment, psychiatric therapy	N	. . Tests, testing, measurement, psychological assessment, scales
SH	. . . Drug therapy		* Use this classmark to qualify the psychological factor tested.
SP	. . . Psychotherapy		* For measuring and testing educational performance see JFB, which is preferred as the general class for educational measurement and testing.
SRK	. . . . Psychoanalysis		
SV	. . . . Sociotherapy		
SVT	. . . . Sociodrama		
SXY	. . . . Psychodrama		
UB	. . Mental disorders, mental illness, types of psychopathology		
	* Use for mental disturbance in general.		
	* For educands defined by a particular disorder, see JVJ/JVY.		
UBO CE	. . . Influence of stress		
UN	. . . Mental retardation		
	* See also Special educands JVJ/JVS		
UON	. . . Psychosomatic disorders		
UPG	. . . Learning disorders		
UQ	. . . Language disorders, verbal communication disorders		
UQV	. . . . Listening disorders, reading disorders		
UQY	. . . . Speech disorders		

## Human psychological processes

Education J  
 Psychology of education JE  
 Research & experiment in psychology JEB  
 . Tests JEB N

JEC C Human psychological processes, behaviour, conduct, activity, attributes

CE . Nature & nurture

LB . *Attributes of psychological processes*

LD . . Norms

LF . . Variations, variability, differences

LH . . Misconduct, naughtiness  
 . *Types of psychological processes*

M . . Development processes, psychogenesis, genetic psychology

N . . Adaptation

NP . . Adjustment

P . Sensation & perception, sensory processes, apperception  
 \* Use this classmark also for Perception alone.

Q . . Stimulus & response

RQ . . . Reaction time, reaction lag, reaction speed, choice reaction time

T . . *Types of response*

TY . . . Reflex

V . . . Conditioned reflex, conditioning  
 . . . *Agents*

W . . . . Reinforcement

JED . Sensorimotor activity, perceptual motor processes

D . . Ability

E . . . Aptitude

F . . . . Skill, competence, know-how

G . . . Intelligence

H . . . Special abilities, talent  
 . . Performance  
 \* Do not use; see JF.

RY . . Higher sensations

JEE . . Motor processes, psychomotor processes, sensory motor processes

G . . . Motor skills

H . Motivation, drives, desires, wishes

J . Involuntary behaviour, impulsive behaviour

K . . Instinctive behaviour, innate drive, primary drive

L . . Habits, habit formation

M . . Laterality, sidedness, handedness

MS . . . Lefthanded, sinistrality

MT . . . Ambidexterity

N . Voluntary actions

R . . Incentives

S . . Achievement, achievement motivation, need for achievement

V . Will, volition

VH . . Conation

VL . . Self-control, self-discipline

Education J  
 Psychology of education JE  
 Human psychological processes JEC C  
 Will JEE V  
 . Self-control JEE VL

JEF Affective experiences, affective psychology, affect, emotions, feelings, disposition (psychological process)  
 . *Types of emotions, emotional states, moods*

GK . . Boredom

GL . . Interest, excitement

GM . . Restlessness

GT . . Anxiety, apprehension

HD . . Grief

HP . . Dislike, aversion

HR . . Jealousy, envy

HS . . Anger, rage

HST . . . Tantrums

JH . . Alienation

JK . . Apathy, indifference

JL . . Enthusiasm

JR . . Affection, liking

JS . . Love

JT . . Pleasure, enjoyment

JW . . Humour

K Cognitive processes, intellect, cognition, higher mental processes, mind

KDD . Intellectual ability  
 \* See also Sensorimotor ability JEDD

KDG . . Intelligence (cognitive process)  
 \* See also Intelligence (sensorimotor) JEDG  
 . *Characteristics*

KL . . Accuracy

LP . . Adaptability

LS . . Performance

LT . . Application

LV . . Cognitive style  
 . *Types of processes*

M . . Association, associative processes

O . . . Concept formation, conceptualisation

QX . . Ideation

R . . . Imagination

T . . . . Creativity, inventiveness, originality

TH . . . . Vertical thinking  
 \* See also Lateral thinking JEH L

TK . . . Fantasy

TL . . . Daydreaming

TM . . . Play

TP . . . Inspiration

TR . . . Intuition

# Social psychology

JEFV  
JEQKP

Psychology of education JE  
 Human psychological processes JEC C  
 Cognitive processes JEF K  
 Types of processes  
 . Ideation JEF QX  
 . . Intuition JEF TR

JEF V . Learning & memory  
 W . . Memory, remembering  
 XB . . . Retention  
 XC . . . Memory span  
 XN . . . Forgetting

JEG . . Learning  
 CW . . . Learning reinforcement  
 DD . . . Educability  
 K . . . Comprehension, understanding  
 L . . . Attention  
 LN . . . Inattention  
 LV . . . . Concentration  
 LW . . . . Observation  
 . . . *Types of learning by method*  
 M . . . . Conditioned learning  
 P . . . . . *Types of conditioning*  
 PF . . . . . Instrumental conditioning  
 PG . . . . . Operant conditioning  
 R . . . . . Multiple response learning  
 RS . . . . . Multisensory learning  
 S . . . . . Structural learning  
 SK . . . . . Learning by rote  
 SN . . . . . Learning from experience, experiential learning  
 ST . . . . . Trial & error learning  
 T . . . . . Verbal learning  
 V . . . . . Incidental learning  
 W . . . . . Games learning  
 XI . . . . . Imitation

JEH . Thinking, thought, reasoning  
 K . . Divergent thinking  
 L . . Lateral thinking  
 \* See also Vertical thinking JEF TH  
 M . . Logical thinking  
 N . . Inductive reasoning, deductive reasoning, convergent thinking

Q . . Judgement  
 R . . Problem solving

JEJ . The subconscious & unconscious, depth psychology  
 K . . Subconscious, extraconscious  
 P . . Unconscious, endopsychic phenomena  
 V . The individual, individual psychology  
 W . Self-concept, personal identity, self image, identity, ideal self

JEK . Personality, character, temperament, disposition (individual psychology)

JEL K . Developmental psychology  
 MS . . Delayed development, late development  
 MT . . Precocious development

JEM . . Child development

Education J  
 Psychology of education JE  
 Human psychological processes JEC C  
 . . . . Child development JEM

JEN . Social psychology, social behaviour  
 \* Add to JE letters N/Q following I in IN/IQ from Class I  
 Psychology, e.g.:

C . Psychological processes  
 . Social processes & structures

L . . Social systems

M . . . Population, demographic processes

MV . . . Culture

JEO . . Communication  
 \* Add to JEO letters F/Y following KE in KEF/KEY from Class K Society, e.g.:

N . . . Non-verbal communication  
 NO . . . . Aural communication  
 NP . . . . . Visual communication  
 NPP . . . . . Lip-reading  
 NPR . . . . . Finger reading, sign language  
 NR . . . . . Tactile communication, braille  
 O . . . Verbal communication

JEP . *Special forms of behaviour*  
 \* Add to JEP letters B/Y following KF in KFB/KFY and letters G/HX following K in KG/KHX, e.g.:

D . . Attitudes  
 FE . . . Prejudice  
 FW . . . Social relationships  
 FYC . . . . Acquaintance  
 FYF . . . . . Friendship  
 GL . . Power & influence  
 GN . . Leadership  
 . *Integrative processes*

H . . Social control  
 HJ . . . Reinforcement  
 HQ . . . Socialisation  
 HRD . . . . Peer groups  
 HT . . . Conformity

JEQ I . *Divisive processes*  
 \* Add to JEQ letters IB/IY following K in KIB/KIY, e.g.:

IC . . Conflict, anti-social behaviour  
 IE . . Aggression  
 IN . . Competition  
 IP . . Discrimination  
 IT . . Segregation  
 IV . . Social deviance  
 K . Social structure  
 \* Add to JEQ letters K/V following K in KK/KV, e.g.:

KLB . . Differentiation & stratification  
 KM . . . Status & role  
 KO . . . . Status  
 KP . . . . Role

Education J	Psychology of education JE . . . . . Role JEQ KP	Education J	Educational performance JF Measurement & testing JFB Testing JFD Examinations JFL Open book examinations JFL X
JF	Educational performance, educational achievement, attainment, educational standards (general) * Within JF synthesise classmarks by dropping only the initial J, e.g. First year examinations JFL FHT. * Add to JFA letters A/E following J in JA/JE.	JFM	Objective tests, multiple choice tests * Tests in which marks can be allocated in only one way.
JFB	. Measurement & testing	M	. Cloze tests <i>By function</i>
JFC	. . Measurement, statementing	S	. Monitoring * Designed to disclose adequacy of interim progress in a course, etc. Periodic checking of progress.
JFD	. . Testing	T	. Competitive testing, competitive examinations
JFE	. . . Construction of tests & scales	TV	. . Entrance selection * For example, 11+ examination, common entrance.
JFF	. . . Interpretation & evaluation	JFN	. Certification, attainment testing, position testing * Usually assumed. Assigning an objective measure of final achievement at a given stage of course, or end of course.
G	. . . . Standardisation & standards	N	. Certification tests, finals
J	. . . . Reliability & validity	JFO B	. . Formal qualifications
L	. . . . Prediction of success & failure, forecasting attainment, prognosis	BG	. . . Recognition of qualifications, equivalence of qualifications
JFG	. . . . Educational assessment, rating	C	. . Leaving certificates * Any certificate awarded may be qualified retroactively by the method of testing, e.g.:
JFH	. . . . Marks, marking, grading	CFK G	. . . Course assessed certificates
K	. . . . Ranking, position in class	CFM	. . . Multiple choice tests
M	. . . . Scaling	CFN	. . . Certification examinations
P	. . . . Reports, testimonials, references		<i>Particular tests &amp; examinations</i> * The preferred arrangement is to subordinate these to the stage of education to which they refer, using the classmarks from JFO E/W to notate them, e.g. Certificate of secondary education, CSE JNF OE; General certificate of education, GSE JNF OG. * An alternative (not recommended) is to group here all material on particular tests and examinations. * Any given test or examination may be qualified retroactively by the method of testing, e.g. Course assessed elements in the CSE JNF OEF KG.
R	. . . Time of setting	E	. Certificate of secondary education, CSE
S	. . . . Testing during course	G	. General certificate of education, GCE
T	. . . . First stage testing, first year testing	H	. . Ordinary level, O-level
V	. . . . Terminal testing, end of course testing	K	. . Advanced level, A-level
JFJ	. . . <i>Processes in testing</i>	L	. . Scholarship level, S-level
C	. . . . Cheating	M	. . Scottish leaving certificate, highers
E	. . . . Expectations of performance	N	. . Others A/Z
G	. . . . Overachievement	O	. General certificate of secondary education, GCSE
J	. . . . Underachievement	P	. Diplomas
L	. . . . Failure . . . <i>Types of test</i> . . . . <i>By form</i>	R	. Degrees, aegrotat degrees
JFK G	. . . . Course assessed tests, continuous assessment * Work submitted during course, not by set examination.	S	. . Higher degrees
H	. . . . . Individual set work, exercises, tasks	T	. . . Research degrees
I	. . . . . Term papers	U	. . . Masters degrees, MPhil degrees
J	. . . . . Theses, dissertations	V	. . . Doctorate degrees, PhD degrees
JFL	. . . . Examinations, set examinations * Tests intended to be entered by candidates at a given stage, at the end of the course.	W	. . Honorary degrees
J	. . . . . Examining bodies		
M	. . . . . Internal examinations		
N	. . . . . External examinations		
P	. . . . . Re-examination, re-sits . . . . . <i>By form</i>		
Q	. . . . . Written examinations * Usually assumed.		
R	. . . . . Oral examinations, viva voce examinations, interviews		
T	. . . . . Practical examinations		
X	. . . . . Open book examinations		

## Students

Education J  
 Educational performance JF  
 Measurement & testing JFB  
 . . . . . Honorary degrees JFO W

JFP Selection for classes or courses or grouping  
 \* See also Admission JDO

Q . Classes, forms, grades

T . Transfers, transitions, removal

V . Banding, curriculum grouping

JFQ . Streaming, ability grouping, homogeneous grouping

S . . Setting, sets  
 \* By ability/performance in particular subjects.

V . Heterogeneous grouping, mixed ability grouping

VV . . Mixed age, vertical grouping, school houses

VX . . Mainstreaming, integration of special needs

X . . Family grouping

JFR Guidance & counselling  
 \* This occurs at three levels - counselling on general problems (e.g. emotional ones), guidance as to courses take, and guidance on leaving, as to future career etc.

S . Pastoral care

JFS . Counselling

T . . Particular methods (group counselling etc)

TV . . . Encounter groups  
 . *In particular situations*

V . . Personal guidance  
 \* See also Psychiatric services JDX RFR X

JFT . . . Leaving school

V . . . . Guidance on transition from school to work

W . . . . Job opportunities

JFV . . . Vocational guidance, occupational guidance, career guidance

Education J  
 Educational performance JF  
 . . . . . Vocational guidance JFV

JG Students, pupils  
 \* Students, pupils as members of the educational community and the community at large; the "profession" of student.  
 \* Within JG synthesise classmarks by dropping only the initial letter, e.g. Grants for student organisations JGD GBD R.  
 \* For students' work as part of the teaching/learning process, see JJD.

JGA . *Synthesis instruction*  
 \* Add to JGA letters A/F following J in JA/JF

AK . Student sociology  
 \* An alternative (not recommended) is to locate at JAL.

JGB . . *Synthesis instruction*  
 \* Add to JGB letters B/T in Auxiliary Schedule 1A, with the following amendments:  
 . . Relations to community  
 \* See JGO

DR . . Grants, maintenance allowances

DS . . Loans

DT . . Scholarships, bursaries, exhibitions (grants), awards

ED . . Study leave, sabbatical leave  
 \* Students as recipients.  
 \* For sabbatical leave as a feature of teachers terms of service, see JHB TU.

JGC . . Extra-curricular activities, out-of-school activities, leisure activities

H . . . Holiday activities, camp holidays

HV . . . Youth clubs, youth centres

HW . . . Girl Guides, Girl Scouts, Brownies

HX . . . Scouts, Cubs, Beavers

JGD . . Student organisations, societies, clubs  
 \* Organisations based on institution attended.

JGE . . . Officers

H . . . . Prefects, monitors, form leaders

K . . . . Heads of schools

P . . . . Presidents, vice-presidents

S . . . . Secretaries

. . . *Particular organisations*  
 \* Those serving a particular activity are subordinated to the activity.

JGF . . . . Students' unions

JGG . . . . Fraternities, sororities, Greek letter societies

JGJ . . . . Alumni, alumnae, graduate organisations

JGK . . . . Social activities, cultural activities

JGL . . . . Journalism, student magazines

JGM . . . . Special events  
 \* For example balls, rags.  
 \* See also School ceremonies JDS

JGN . . . . Other student social activities  
 \* Add to JGN letters A/Z from the whole classification, e.g. Religious activities JGN P.

## Teaching & teachers

Education	J	
	Students	JG
	. . .	Student organisations JGD
	. . . .	Other student social activities JGN
JGO	. . .	Relations to community & relations to society
R	. . . .	Authority (general)
S	. . . .	Student-school relations, school morale, school regimes
		* See also Truancy JDQ T
T	. . . .	Student relations with local community
X	. . . .	Student relations with society
JGP	. . . . .	Social action, student protests, student demonstrations
R	. . . . .	Student power, pupil power
		* See also Students in School government JDD S
	. . . .	<i>Relations to particular categories of person</i>
JGQ	. . . . .	Student-parent relations
JGR	. . . . .	Student-teacher relations
JGS	. . . . .	Authority (student-teacher relations), discipline
JGT	. . . . .	Rewards & punishments
V	. . . . .	Punishments
W	. . . . .	Corporal punishment
WV	. . . . .	Suspension, exclusion
X	. . . . .	Expulsion
JGV	. . . . .	Rewards
JGW	. . . . .	Prizes, medals
JGX	. . . . .	Student-student relations
X	. . . . .	Bullying
	. . .	Types of student
		* See JLE Y/JV
JH		Teaching & teachers, teaching
		* Add to JHA letters A/CO following J.
		* Add to JHB letters A/U following JCP.
		* Add to JHC letters D/G following J. % A selection of prominent concepts is given here, with some modifications.
JHB AI	. . .	Psychology
AP	. . .	Teaching profession

Education	J	
	Teaching & teachers	JH
		Teaching profession JHB AP
JHB APP	. . .	Status of teaching profession, ethics of teaching profession
APR	. . .	Duties (teachers), responsibilities, role
APT	. . .	Academic freedom
APU	. . .	Academic unity, academic community
E	. . .	Management of teaching personnel
G	. . .	Disputes (teaching personnel)
ORY	. . .	Conditions of service of teachers
P	. . .	Pay, salaries, remuneration
QXP	. . .	Pensions
	. . .	In-service training
		* Use JTJ.
SB	. . .	Recruitment & selection of teachers
SU	. . .	Appointment of teachers
SVT	. . .	Probation
SXT	. . .	Tenure
TB	. . .	Resignation
TC	. . .	Dismissal of teachers
TGL	. . .	Mobility
TGQ	. . .	Secondment, exchange of positions
TP	. . .	Teaching hours
TQ	. . .	Working day, teaching load, free periods
TU	. . .	Leave, vacations, study leave, sabbatical leave
JHC D	. . .	School administration & teachers
F	. . .	Teachers & educational performance
FAL	. . .	Expectations of pupil performance
		<i>Students</i>
		* For teacher-pupil relations, see JGR.
		<i>Relations with particular groups</i>
V	. . .	Teacher-school relations
W	. . .	Teacher-parent relations
X	. . .	Teacher-teacher relations
Y	. . .	Teacher-administration relations
JHD	. . .	<i>With others</i>
		* Add to JHD numbers and letters 2/9, A/Z from whole classification.
JHF	. . .	Education & training
		* Administrative aspects only; For education of teachers, see JTJ.
	. . .	Pre-service & in-service training
		* See JTJ JVF
		<i>Types of academic staff</i>
		* Add to JH letters GU/L from Auxiliary Schedule 1A, e.g. Immigrant teachers JHJ H.
JHN	. . .	<i>Synthesis instruction</i>
		* Add to JHN letters V/X following KN in Class K Society.
V	. . .	Sex groups
VKN L	. . .	Sex equality
W	. . .	Women teachers
WIP	. . .	Discrimination against women teachers
WKV A	. . .	Feminism
X	. . .	Men teachers

## Teaching methods & aids

JHO

JIKQ

<p>Education J</p> <p>Teaching &amp; teachers JH</p> <p>. . Synthesis instruction JHN</p> <p>. . . Men teachers JHN X</p> <p>JHO . . <i>Synthesis instruction</i></p> <p>* Add to JHO letters P/S from Auxiliary Schedule 1A, e.g. Married teachers JHO PE, Handicapped teachers JHO S.</p> <p>JHP . . <i>By occupational characteristics</i></p> <p>* Add to JHP letters B/T following T in Auxiliary Schedule 1A; a selection is given below.</p> <p>H . . . Full-time teachers</p> <p>* Usually assumed.</p> <p>J . . . Part-time teachers</p> <p>K . . . Exchange teachers</p> <p>L . . . Peripatetic teachers, itinerant teachers</p> <p>M . . . Visiting teachers</p> <p>N . . . Supply teachers</p> <p>Q . . . Voluntary teachers</p> <p>T . . . Private teachers, private tutors</p> <p>UG . . . Probationary teachers</p> <p>UH . . . Student teachers</p> <p>. . <i>By characteristics special to education</i></p> <p>* Add to JH letters Q/S following JC in JCQ/JCS e.g.:</p> <p>JHQ X . . . Head teachers</p> <p>JI Teaching methods &amp; aids</p> <p>* Within JI synthesise classmarks by dropping only the initial letter, e.g. Computer furniture JIC XIC N.</p> <p>* An alternative (not recommended) is to locate at JW/JX and cite before Educands and Institutions.</p> <p>JIA . <i>Synthesis instruction</i></p> <p>* Add to JIA letters A/H following J except for JIA CM Equipment, for which use JIC.</p> <p>JIB . Teaching aids, educational materials, instructional media, learning aids, aids to instruction &amp; learning</p> <p>. <i>By user for whom primarily designed</i></p> <p>* General studies only; do not use in compounding.</p> <p>L . . Aids for teachers</p> <p>* Usually assumed.</p> <p>N . . Aids for students, aids for pupils</p> <p>P . . Aids for parents</p> <p>T . Educational technology (general)</p> <p>* Usually implies use of relatively sophisticated electronic or mechanical equipment.</p> <p>* Use of this technology to assist a particular teaching method goes under the method.</p> <p>JIC . Equipment &amp; machines etc. serving teaching aids</p> <p>* Equipment for a particular application goes under the application.</p> <p>N . . Furniture</p> <p>O . . Office equipment</p> <p>P . . . Duplicating, copying equipment (teaching aids)</p> <p>Q . . Printing equipment, printing presses</p> <p>R . . Cameras</p>	<p>Education J</p> <p>Teaching methods &amp; aids JI</p> <p>Equipment &amp; machines etc. serving teaching aids JIC</p> <p>. Cameras JIC R</p> <p>JIC W Teaching machines, automatic teaching, data processing in teaching</p> <p>. <i>Equipment</i></p> <p>WM . . Machines for self-instruction</p> <p>WP . . Programs &amp; programming</p> <p>X . . Computers used in teaching</p> <p>. . <i>Particular types</i></p> <p>XM . . . Microcomputers</p> <p>XT . . <i>Particular models</i></p> <p>* A/Z by name of model.</p> <p>JID V Reading materials</p> <p>* Add to JID V letters A/Z following 3 in Auxiliary Schedule 1, e.g. Encyclopedias JID VA, Textbooks JID VEH, Magazines, periodicals JID VG.</p> <p>Y Mass media</p> <p>JIE . Audiovisual materials</p> <p>N . . Non-book materials</p> <p>. . <i>Types of materials</i></p> <p>* Add to JI letters E/X following 2 in Auxiliary Schedule 1.</p> <p>* Because of the importance of this facet in Education, a selection of the terms from Auxiliary Schedule 1 is given here.</p> <p>R . . . Machine-readable materials</p> <p>S . . . Programmed materials</p> <p>T . . . Scrambled texts, tutor texts</p> <p>JIF . . . Visual materials</p> <p>K . . . . Card sets</p> <p>L . . . . . Flash cards</p> <p>M . . . . . Study prints, topic cards</p> <p>P . . . . . Portfolios, teaching kits</p> <p>R . . . . . Cuttings, clippings, scrapbooks</p> <p>S . . . . . Displays</p> <p>T . . . . . Blackboards, chalkboards, whiteboards</p> <p>V . . . . . Flannelgraphs, feltboards</p> <p>X . . . . . Bulletin boards</p> <p>Y . . . . . Pegboards, geoboards</p> <p>JIG H . . . . Models</p> <p>L . . . . . Globes</p> <p>* Special to geography.</p> <p>M . . . . . Realia</p> <p>N . . . . . Specimens, nature tables</p> <p>P . . . . . Plants, gardens</p> <p>R . . . . . Zoos, animals</p> <p>U . . . . . Toys, games (teaching materials)</p> <p>JIH . . . . . Graphic materials, printed materials</p> <p>P . . . . . Illustrations, pictures</p> <p>S . . . . . Posters</p> <p>T . . . . . Wallcharts</p> <p>V . . . . . Diagrams</p> <p>W . . . . . Technical drawings</p> <p>JIJ . . . . . Maps, atlases, charts</p> <p>JIK Q . . . . . Photographs</p>
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Education J	Teaching methods & aids JI
	Mass media JID Y
	. . . Types of materials
	. . . . Visual materials JIF
	. . . . . Photographs JIK Q
JIK T	. . . . . Transparent materials
TS	. . . . . <i>Projection equipment</i>
TSC	. . . . . Projectors
TSC P	. . . . . Epidiascopes
TSC R	. . . . . Overhead projectors, OHPs
	. . . . . <i>Materials</i>
JIL	. . . . . Transparencies
S	. . . . . Slides, diapositives
U	. . . . . Viewfoils, OHP transparencies
JIM	. . . . . Motion pictures, films, cinefilms
X	. . . . . Broadcast materials
JIN	. . . . . Radio
JIP	. . . . . Television
JIQ	. . . . . Electronic video recording, videos
R	. . . . . Video tapes
T	. . . . . Video discs
JIR	. . . Audiovision
	* Synchronised presentation of separate audio and visual material.
S	. . . . . Tape slides
JIS	. . . Audio materials, aural materials, sound recordings
C	. . . . . <i>Equipment</i>
CI	. . . . . Recording equipment
CJ	. . . . . Tape recorders
CK	. . . . . Playing equipment, playback equipment
CL	. . . . . Gramophones, record players, phonographs
CM	. . . . . Tape players
CR	. . . . . Loop induction systems
	. . . . . <i>Materials - particular types</i>
T	. . . . . Gramophone records, phonograph records, discs
V	. . . . . Audio tapes, magnetic tape recordings
W	. . . . . Wire recordings
X	. . . . . Compact disc recordings
JIT	Materials for blind & partially sighted persons
T	. Talking books
V	. Braille
W	. Moon
Y	. Large print
JIU	Microforms
JIV	Exposition through other subjects
	* For example, History expounded through art.
	* Add to JIV numbers and letters 2/9, A/Z from whole classification.
JIY	Travel, visits, recreation
K	. Way to school
L	. Walks, climbs
M	. Day trips, excursions
N	. Journeys
P	. Study abroad, foreign travel
Q	. Study tours

Education J	Teaching methods & aids JI
	. . . Study tours JIY Q
JIY S	. . . Ship school courses, cruises
JJ	Teaching methods
	* Do not qualify the general class JJ Teaching methods by concepts from JA/JI - use JIA and JIB/JIY.
	* Under each specific heading qualify as follows (where hyphen represents the classmark added to): % -A Add letters A/H following J in JA/JH. % -B Add letters B/Y following JI in JIB/JIY, e.g. Equipment for demonstrations JIL OBC. % -C Add letters A/Y following JJ (so far as applicable).
JJC	. Pilot projects
Q	. Experimental teaching, innovatory methods of teaching
	* See also Experimental schools JLE J
R	. Repetition
	* See also Learning by rote JLM
T	. Compulsory work
V	. Optional work, voluntary work
JJD	. Student's work
	* For work (e.g. library work) using particular aids see the aids at JIC/JIY.
E	. . Directed activities
F	. . Feedback
G	. . Follow-up
JJE	. . Study method, study skills
F	. . Note-taking
G	. . Competition
J	. . Individual work, personal interests
L	. . Group work
N	. . Classwork
P	. . Homework
Q	. . . Holiday work
JJF	. . Self-instruction, private study, independent study, informal education
K	. . . Correspondence courses
	* See also Open education JRO
JJG	. . Programmed learning
BCW	. . . Automatic teaching in programmed learning
BCX	. . . Computer assisted learning
	* See also Data processing equipment JIC W
H	. . Programming
HCG	. . . Programming for programmed learning
J	. . Supplementation, consolidation
T	. . Tutored video instruction, TVI
	* See also Scrambled texts, tutor texts JIE T
JJH C	. . Creative work
D	. . . Art work
F	. . . Written work
	* For writing as a subject see KJ.
G	. . Reading
GL	. . . Reading habits, reading tastes



## Teaching methods

Education J  
 Teaching methods JJ  
 Student's work JJD  
 . Reading JJH G  
 . . Reading habits JJH GL

JJH J . Oral work  
 K . . Verbal learning  
 \* See also Learning by rote JJJ M  
 L . . Recitation  
 N . Visual learning  
 JJJ . Practical work  
 L . . Laboratory work  
 . . Field study  
 \* See Group work JJJ L.  
 M . . Library work  
 P . . Projects  
 JJK Methods of teaching (narrowly)  
 D . Supervision  
 F . Authoritarian teaching methods, ex-cathedra teaching methods  
 G . Anti-authoritarian teaching methods  
 H . Individualised teaching  
 K . Tutoring  
 \* See also Tutorials JJJ T  
 M . Coaching  
 N . Sleep teaching  
 P . Micro-teaching, small group teaching  
 \* See also Teacher training methods JJJ JJJX  
 T . Team teaching, group teaching  
 JJJ . Classroom teaching, lessons  
 M . . Rote, drill  
 N . . Dictation  
 O . . Demonstrations  
 P . . . Experiments  
 Q . . Direct methods (for foreign languages)  
 R . . Lectures  
 S . . Questioning, Socratic methods, catechetical methods  
 \* See also Group discussion JJJ  
 T . . Tutorials  
 \* See also Tutoring JJK K  
 JJJ . Groupwork  
 \* See also Creative work JJH C  
 N . . Storytelling  
 NRB . . . Nursery rhymes  
 NRG . . . Fairy tales  
 P . . Activity methods  
 R . . Project methods  
 T . . Field study  
 JJN . . Play  
 JJO . . Games  
 P . . . Simulation games, academic games, educational games, awareness games  
 R . . . Dramatisation, psychodrama, sociodrama  
 T . . . Role playing  
 JJP . . Free expression  
 \* See also Creative work JJH C

Education J  
 Teaching methods JJ  
 Methods of teaching JJK  
 . Groupwork JJJ  
 . . Free expression JJP

JJP Q . . Heuristic methods, discovery methods  
 JJQ . Group discussion, dialogues (group), T-groups  
 R . . Debates  
 T . . Teach-ins  
 V . . Roundtables, seminars, syndicates, symposia  
 W . . Conferences  
 JJR C . . Learner-centred systems  
 E . . Monitorial systems  
 G . . Parental teaching, home teaching  
 \* See also Infant education at home JJI P  
 P . . Named programmes A/Z  
 \* E.g. Dalton plan, Headstart.  
 S . . Named systems A/Z  
 \* E.g. Herbartian.  
*Special to special subjects*  
 \* JJS/JJT  
 . *By purpose*  
 JJU . . Remedial teaching, therapeutic education  
 JJV B . . Training  
 \* In practical skills.  
 \* See also Microteaching JJK P  
 E . . . Basic training, initial training  
 \* See also Basic courses JDT V  
 F . . . Pre-service training  
 G . . . In-service training  
 J . . . . On-job training  
 K . . . . Off-job training  
 L . . . Practical training  
 N . . . Reality practice  
 V . . . Innovatory techniques  
 JJX . . Re-training, rehabilitation

<p>Education J</p> <p>Teaching methods JJ</p> <p>. . . Re-training JJX</p> <p>JK Curriculum, syllabus, what is taught</p> <p>* Within JK synthesise classmarks by dropping only the initial letter, e.g. Design of multidisciplinary curriculum JKC NKB G.</p> <p>* An alternative (not recommended) is to locate at JY before Educands and Educational institutions.</p> <p>* Another alternative is to locate in Class J only those documents which consider specifically a subject's place in the curriculum, and to put the teaching of the subject under that subject throughout the whole classification, qualifying the subject by '6' from Auxiliary Schedule 1.</p> <p>* In both these alternatives, an exception may be made for documents dealing with the subject in the primary school, or pre-primary, which would be put with the school.</p> <p>JKA . <i>Synthesis instruction</i></p> <p>* Add to JKA letters A/J following J in JA/JJ.</p> <p>JKB FV . Classification of curriculum, framing of curriculum</p> <p>G . Planning, curriculum design, curriculum development</p> <p>GJ . . Centralisation of curriculum, national curriculum</p> <p>GP . . Hidden curriculum</p> <p>GV . . Curriculum innovation, reform of curriculum</p> <p>GW . . Anti-curriculum movement, de-schooling</p> <p>N . Choice of subjects, curriculum elements</p> <p>O . . Core curriculum, foundation curriculum</p> <p>P . . Broad or specialised curriculum</p> <p>Q . . Main or subsidiary curriculum subjects</p> <p>R . . Compulsory subjects, optional subjects, elective subjects</p> <p>JKC . Structure of knowledge, relations between subjects</p> <p>L . Traditional curriculum, collection curriculum</p> <p>N . . Cross-disciplinary curriculum, interdisciplinary curriculum</p> <p>P . . . Integrated curriculum</p> <p>R . . . Integrated day</p> <p>. <i>Objectives</i></p> <p>JKD . . Development of faculties, senses development</p> <p>* See also Education for particular purposes JKU</p> <p>* Add to JKD letters C/T following JE in JEC/JET, e.g. Emotions, feelings JKD F.</p> <p>. <i>Special subjects in the curriculum</i></p> <p>* For further qualification of any subject in JKL/JKQ, see instructions at JKT.</p> <p>JKE . . Basic subjects, three Rs</p> <p>* See also Basic education as system JUX</p> <p>N . . Literacy &amp; numeracy &amp; oracy (literary)</p> <p>JKF . . . Literacy</p> <p>K . . . . Functional literacy</p> <p>L . . . . Oracy</p> <p>M . . . . Graphicacy</p> <p>N . . . . Numeracy</p>	<p>Education J</p> <p>Curriculum JK</p> <p>Literacy &amp; numeracy &amp; oracy JKE N</p> <p>. Numeracy JFK N</p> <p>JKG Mother tongue, vernacular</p> <p>K . Vocabulary</p> <p>KN . . Slang</p> <p>L . Speech, talking, conversation, oracy (speech)</p> <p>M . . Pronunciation</p> <p>MS . . . Standard pronunciation</p> <p>N . . Elementary speech arts</p> <p>* See also Speech as art JKT YYF</p> <p>O . Dialects</p> <p>P . Listening</p> <p>V . Reading &amp; writing</p> <p>* See also Students' work JJD</p> <p>JKH . . Reading</p> <p>JS . . . Word recognition methods, sight methods</p> <p>JT . . . Analytical methods, part methods</p> <p>JTV . . . . Alphabets</p> <p>JTW . . . . Initial teaching alphabet (ITA)</p> <p>JW . . . Speed reading, rapid reading</p> <p>JKJ . . Writing</p> <p>K . . . Handwriting</p> <p>M . . . Spelling</p> <p>O . . . Composition, essay writing</p> <p>Q . . . Creative writing</p> <p>* See also Creative work (teaching method) JJH C</p> <p>JKK . Language &amp; literature of mother tongue</p> <p>* An alternative (not recommended) to locating at JKN, for libraries wishing to collocate this with the mother tongue at JKG/JKJ.</p> <p>* See also note at JKN.</p> <p>JKL Language, general &amp; comparative linguistics</p> <p>* Add to JKL letters B/G following X in XB/XG in Class X Language and literature, e.g. Sociolinguistics JKL HC, Semantics JKL FU. % This notation is still provisional. The instructions at JKT for qualification by earlier facets apply here too.</p> <p>G . Language across the curriculum</p> <p>JKM Literature, general &amp; comparative literature</p> <p>* Add to JKM letters L/Z following X in XL/XZ in class XL Literature, e.g. Criticism JKM N, Drama JKM X. This notation is still provisional. The instructions at JKT for qualification by earlier facets apply here too.</p> <p>JKN Language &amp; literature of favoured language</p> <p>* E.g. English in UK, USA etc.</p> <p>* An alternative (not recommended) is to locate at JKK. Locating here has the advantage of maintaining general before special order, following JKL, Language, general.</p> <p>JKO Foreign languages &amp; literatures, modern languages</p> <p>* Add to JKO letters B/G following W in WB/WG e.g. Phonetics JKO BC. This notation is still provisional. The instructions at JKT for qualification by earlier facets apply here too.</p> <p>J . Bilingualism</p> <p>K . Favoured language</p> <p>* E.g. English in UK etc, as a foreign language, EFL, TEFL</p>
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# Curriculum

JKP

JL

<p>Education <sup>J</sup></p> <p style="padding-left: 20px;">Curriculum <sup>JK</sup></p> <p style="padding-left: 40px;">Special subjects in the curriculum</p> <ul style="list-style-type: none"> <li>. Foreign languages &amp; literatures <sup>JKO</sup></li> <li>. . Favoured language <sup>JKO K</sup></li> </ul> <p>JKP . . Particular foreign languages &amp; their literatures</p> <ul style="list-style-type: none"> <li>* Add to JKP letters A/Z following Y in YA/YZ, e.g. Artificial languages JKP E, Classical languages JKP RB. This notation is still provisional. The instructions at JKT for qualification by earlier facets apply here too.</li> <li>* An alternative (not recommended) for classical languages is to locate under classical history curriculum JKT LI.</li> </ul> <p>JKR . General education, liberal studies</p> <p>JKS . Humanities, humanistic studies</p> <p>JKT Other subjects</p> <ul style="list-style-type: none"> <li>* Add to JKT numbers and letters 2/9, A/Z from the whole classification. A selection of some of the most prominent subjects is given below.</li> <li>* Each subject may be qualified fully by preceding facets, as follows:</li> <li>* Add to the classmark the number 2 followed by numbers and letters from Auxiliary Schedule 1.</li> <li>* Add to the classmark the number 3 followed by letters A/K following J in JA/JK, e.g.: % JKT E Biology in the curriculum % JKT E27 History of biology in the curriculum % JKT E3J Teaching methods % JKT EC Cytology in the curriculum % JKT EC3 J Teaching methods</li> </ul> <p>A . Philosophy &amp; logic</p> <p>AM . Mathematics</p> <p>AY . Science &amp; technology</p> <p>AZ . . Science</p> <p>B . . Physics</p> <p>C . . Chemistry</p> <p>DH . . Earth sciences, geography</p> <p>E . . Biology, nature study</p> <p>H . . Anthropology</p> <p>K . Social science</p> <p>K9V . . Sociology</p> <p>KNW . . Women's studies</p> <p>KNX . . Men's studies</p> <p>KPF . . Ethnic &amp; racial studies</p> <p>L . History</p> <p>P . Religious studies</p> <p>PY . Moral education</p> <p>R . Politics</p> <p>RN . . Peace studies</p> <p>S . Law</p> <p>T . Economics</p> <p>TQ . Management</p> <p>U . Technology</p> <p>UE . Engineering</p> <p>VT . Home economics</p> <p>VW . Leisure, recreation</p> <p>VY . Physical education, athletics, sports</p> <p>W . Arts</p> <p>W7 . . Aesthetic education</p>	<p>Education <sup>J</sup></p> <p style="padding-left: 20px;">Curriculum <sup>JK</sup></p> <ul style="list-style-type: none"> <li>. Other subjects <sup>JKT</sup></li> <li>. . Arts <sup>JKT W</sup></li> <li>. . . Aesthetic education <sup>JKT W7</sup></li> </ul> <p>JKT WV . . Music education</p> <ul style="list-style-type: none"> <li>. <i>Education for particular purposes</i></li> <li>* See also Development of faculties JKD</li> </ul> <p>JKU K . . Education for wholeness, wellbeing</p> <p>KK . . Education for human relations</p> <p>L . . Citizenship education, social responsibility, social education</p> <p>LL . . . Education for purpose of leisure</p> <p>M . . . Goodwill, concern, caring</p> <p>P . . . Spiritual development</p> <p>Q . . . Democracy</p> <p>R . . . Nationalism, patriotism</p> <p>S . . . Internationalism</p> <p>T . . . . Intercultural education, multicultural education, acculturation</p> <p>JKV . Vocational information</p> <p>W . . Vocational choice</p> <ul style="list-style-type: none"> <li>* See also Guidance in general JFR</li> </ul> <p>JKW . . . Career guides</p> <ul style="list-style-type: none"> <li>* Add to JKW numbers &amp; letters 2/9, A/Z from whole classification, e.g. Careers in chemistry JKW C.</li> </ul> <p>JKX E . . School leavers' courses, link courses</p> <p>J . . Transition from school to higher education</p> <p>K . . Transition from school to work, placement</p> <p>KL . . . School-work relations</p> <p>KP . . . School-industry relations</p> <p>KT . . . School-work liaison schemes</p> <p>L . . . Work experience, co-operative education</p> <p>LP . . . . Factory visits</p> <p>LT . . . Work preparation courses</p> <p>N . . . First employment</p> <p>P . . . Employment follow-up</p> <p>R . . . Youth exchange</p> <p>V . . . Voluntary service</p> <p>VV . . . . Voluntary services overseas, VSO</p> <p>JL Educands &amp; educational institutions &amp; systems</p> <ul style="list-style-type: none"> <li>* Most of the literature on schools etc. implies a particular kind of student, e.g. Nursery school implies a small child. But some literature considers the educand per se, irrespective of any institution; therefore, the concept of educand also appears independently in the following schedule, either in a separate group, e.g. Exceptional persons JV, or interfiled with corresponding institutions, e.g. Age groups from JLH onwards.</li> <li>* For pupils, students in general see JG.</li> <li>* JL may be used for schools in general; the term usually means Primary &amp; Secondary schools together and so JLI may be preferred as a general classmark. 'School' is implicit in most of the preceding facets JA/JK and those facets should not be used to qualify JL alone.</li> </ul>
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## Educands & educational institutions & systems

Education J  
Educands & educational institutions & systems JL

- \* Within JL synthesise classmarks by dropping only the initial J, e.g. Day nurseries supported by local authorities JLP LBL.
- . *Schools defined by ownership & support*
  - \* Classes JLB/JLC should not be used in compounding classmarks for individual institutions; e.g. Direct grant grammar schools JNO LBG, but History of Blackheath High School (a direct grant school) JNW DBL.
  - \* Classes JLB/JLC reflect the organisations listed under JB Educational administration appearing in the role of owners of educational institutions. Because the notation has been amended to obtain briefer classmarks they are enumerated again here.

JLB C . . International organisations

D . . National education, state education, public education, free education, compulsory education

G . . . Direct grant schools (England & Wales), grant-aided schools (Scotland)

H . . . Opted out schools

- \* Schools which have decided to 'opt out' of the state education system.

J . . . Ministries of education

K . . . Provinces, states

L . . . Local authorities

M . . . . Counties

N . . . . Boroughs

P . . Private education, fee-paying schools

S . . Pressure groups

V . . Voluntary bodies

X . . . Trusts & foundations

Y . . . Individual voluntary bodies by name A/Z

JLC B . . Philanthropic bodies, charities

C . . Political organisations

D . . Professional & research organisations

E . . Trade unions, trade associations

F . . Business organisations, companies, firms

G . . Religious bodies, denominational schools

- \* To qualify religious bodies in general by preceding facets proceed as follows:
- \* Add to JLC GA letters A/L following J, e.g. % Curriculum in schools of religious authorities JLL GAK.
- \* Add to JLC letters G/X following P in PG/PX, e.g. Christian missions JLC NR, Sunday schools JLC NQO.

JLD B . Exceptional types of schools, special schools

- \* The following are not designed for any particular type of person, but are usually associated with secondary education. This position is for general works and may be used also to qualify such schools at different levels of education.
- \* See also Special categories of educands, special education

C . . Special classes

CY . . International schools

D . . Single teacher schools

E . . Urban schools

Education J  
Educands & educational institutions & systems JL  
Exceptional types of schools JLD B  
. Urban schools JLD E

JLD F . Rural schools, village schools, parochial schools

H . Co-educational schools

HR . Single sex schools

J . Integrated schools, co-racial schools

M . Boarding schools, residential schools

N . Day schools, non-residential schools

- \* Usually assumed.

Q . Choir schools

S . Farm schools

U . Factory schools

W . Workshops, working schools

X . Street schools

JLE C . Open air schools, outdoor schools, camp schools, field centres

D . Outward Bound Schools

E . Ship schools

G . Mobile schools, itinerant schools

J . Experimental schools, pilot schools

K . . Play centres

L . . Progressive schools

LR . . Free schools, alternative schools  
. *Special to particular types of educand and/or educational institution*

- \* JLEM/X These classmarks are not used alone, only for qualifying, e.g. Sheltered workshops JVK LEM.

Y *Educands by sex*

- \* When qualifying certain classes of school etc (e.g. secondary) other classmarks are used for educands by sex, so that their filing position, following types of institution but preceding other types of educand is correctly maintained, e.g. Further education for girls JPS W.

JLF V . Sex groups

VNL . . Sex equality (educands)

W . . Women & girls, female educands

X . . Men & boys, male educands

*Educands by age*

- \* This characteristic is the main determinant of the recognised stages, or levels, of education, such as primary etc.

JLG . Primary & pre-school education together

- \* General studies only; do not compound but use pre-school & primary separately

JLH . Pre-school education, infant education

JLI . . 3-5 years

P . . Home education

- \* See also Parental systems of teaching JJR G

JLJ . Schools & school children (general)

- \* An alternative (not recommended) is to use JL alone; see note at JL.

JLK . . Pre-primary education, early childhood education

JLN . . . Nursery schools

FQX . . . . Family grouping (early childhood education)

JLP . . . Day nurseries, creches, day care centres

## Educands & educational institutions & systems

JLPP

JR8

<p>Education <sup>J</sup>            Educands &amp; educational institutions &amp; systems <sup>JL</sup>              Schools &amp; school children <sup>JLJ</sup>              . Pre-primary education <sup>JLK</sup>              . . Day nurseries <sup>JLP</sup></p> <p>JLP P . . Playgroups            JLQ . . Kindergartens, dame schools (4-6)            JM Primary education, elementary education            JML CB . . Charity schools, ragged schools            JMN . . Preparatory schools            JMO . . Primary schools, first schools (5-7/8)            JMP . . Junior schools, post-primary schools (7-11/12)            JMQ . . Middle schools, central schools (9-13)            JMS Adolescents, teenagers (12-19)              * In full-time schooling.              * See also Youth (further education) JPT            JN Secondary education (11/13-18)            JNE CN . . Transition from primary to secondary education            JNL . . <i>Schools by ownership &amp; other characteristics</i>              * Add to JNL letters B/F following JL in JLB/JLF.              BP . . Independent schools, private secondary schools              BQ . . . British public schools              EY . . <i>By sex of educand</i>                * See note at JNE Y              . . <i>Special to secondary education in UK or favoured country</i>              Y . . . Community schools, all-age schools            JNM . . . Comprehensive schools, multilateral schools            JNN . . . Modern schools, Scottish junior schools              T . . . Technical schools              V . . . Bilateral &amp; multilateral schools, tripartite schools            JNO . . . Grammar schools, Scottish secondary schools              Y . . <i>By sex of educand</i>                * See note at JLE Y            JNP W . . Girls (secondary education)              X . . Boys (secondary education)              . . <i>By age of educand</i>            JNQ . . Students with minimal schooling, early leavers            JNR . . Lower schools (11-13)            JNS . . Middle schools, junior high schools (13-15/16)            JNT . . Upper schools, senior high schools (13-15/18)            JNU . . Sixth forms, top forms, scholarship forms            JNV . . Sixth form colleges              V . . School leavers            JNW . . Individual schools in UK or favoured country              * Arrangement is by place, then name. The examples here use the letter E for British Isles, and another country will use the local divisions of its own classmark.              * Add to JNW letters A/Y following E in Schedule 2.              * Add to the classmark for Place the first two letters of the school's name, e.g. Colfe's Grammar School (London) JNW CCO.              * See also notes and instructions at JL &amp; JS.            JNX . . Individual schools in other countries              * Add to JNX letters C/Z from Schedule 2.            JOP Education 16-19</p>	<p>Education <sup>J</sup>            Educands &amp; educational institutions &amp; systems <sup>JL</sup>            Educands by age              . Education 16-19 <sup>JOP</sup></p> <p>JOY . . Post-secondary education, tertiary education, post-compulsory education            JP Further education, continued education              * Post-secondary education of young persons other than in higher education and adult education.            JPD T . . <i>Courses</i>              TJ . . Day release courses              TK . . Block release courses              . . <i>Institutions &amp; courses special to UK or favoured country</i>            JPM . . Colleges of further education            JPN . . County colleges            JPO . . Village colleges            JPP . . Evening institutes, night schools            JPQ . . Pre-vocational education              . . Training in industry &amp; industrial schools                * See Vocational education JT.            JPR Y . . <i>Educands by sex</i>                * See note at JLE Y.            JPS . . <i>Synthesis instruction</i>                * Add to JPS letters W/X following JLF, e.g.:              W . . Further education for women              . . <i>Educands by age</i>            JPT . . Youth                * See also Youth as social group KNR            JPU . . . Apprentices, trainees            JPV . . Adults, mature persons              V . . Parents (as educands)              X . . Older persons, senior citizens            JR Higher education            JR8 . . <i>By place</i>              * The preferred arrangement is to treat country as the first-cited facet in higher education. See JS.              * An alternative (not recommended) is to subordinate country, including individual institutions in the country, to the specific educational problem, administration, methods, curriculum etc, within higher education. If this option is taken, proceed as follows:              * Add to JR8 letters C/Z from Schedule 2.              * Each country may be divided further as follows, where the hyphen represents the country's classmark: -2 Add to -2 numbers 2/7 and 9 from Auxiliary Schedule 1. % -4 Add to -4 numbers 3/9 and letters A/B from Auxiliary Schedule 2. % -5 Add to -5 the letters following the country's classmark in Auxiliary Schedule 2 for its geographical or political divisions. % -A/Z Add an alphabetical device for individual institutions. % Examples: % Universities in Scotland JRM 8EA 5S. % University of Cambridge JRM 8EA CC. % The senate at Cambridge JRM DEG 8EA CC.</p>
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Education J	Educands & educational institutions & systems JL
	Higher education JR
	By place JR8
	<i>Institutions special to higher education</i>
JRM	. Universities, colleges
JRN	. Technological universities
JRO	. Open educational institutions, open education in tertiary colleges
P	. . . Open universities, universities of the air
T	. . . Open technical colleges
JRP	. Non-university institutions, binary system
JRQ	. . Polytechnics, colleges of advanced technology
JRR D	. . Technical colleges
L	. . Liberal arts colleges
N	. National institutions
N6C	. . Research institutions
NAY	. . . Academies of science
NK	. . . Academies of social sciences
NW	. . . Academies of arts
	<i>Educands</i>
	* Add to JR letters R/V following JP in JPR/JPV.
JRV	. Adults, mature persons
JRW	. Undergraduates, freshmen
JRX	. Graduates, post-graduates
JRY	. Researchers, research fellows
JS	<i>Higher education in different countries</i>
	* The preferred arrangement in higher education is to cite place, and particular institutions within a place, before the educational problems, administration, curriculum, type of institution etc.
	* An alternative (not recommended) is to cite place after the educational problem - see JR8.
JS8	<i>Countries other than favoured country</i>
	* Add to JS8 letters C/Z from Auxiliary Schedule 2, e.g. France JS8 F.
	* Each country may be divided as instructed below, where the hyphen represents the country's classmark. % -2 Add to -2 numbers 2/7 and 9 from Auxiliary Schedule 1. % -3 Add to -3 letters A/L following J in JA/JL, and letters M/Y following JR in JRM/JRY. % -4 Add to -4 numbers 3/9 and letters A/B from Auxiliary Schedule 2. % -5 Add to -5 the letters following the country's classmark in Auxiliary Schedule 2 for its geographical or political divisions. % -A/Z Add an alphabetical device for individual institutions. % Examples: % Universities in France JS8 F3M. % Guidance and counselling in French universities JS8 F 3MF R. % Universities in Corsica JS8 F 5Y 3M. % Guidance and counselling at Paris University JS8 F PC 3MF R.
JS9	<i>United Kingdom (or favoured country)</i>
	* Divide the favoured country as follows: % -2 Add to -2 numbers 2/7 and 9 from Auxiliary Schedule 1. % -3 Add to -3 letters A/L following J in JA/JL, and letters M/Y following JR in JRM/JRY. % -4 Add to -4 numbers 3/9 and letters A/B from Auxiliary Schedule 2. % -A/Z Add the letters following the country's classmark in Auxiliary Schedule 2 for its geographical or political divisions. % A selection of examples is enumerated to demonstrate the application of these divisions for the UK.

Education J	Educands & educational institutions & systems JL
	Higher education JR
	. United Kingdom JS9
JS9 27	. . History of higher education in UK
294	. . Collective biography
3B	. . Administration of higher education in UK
3M	. . Universities in UK
B	. . Local divisions JS9B/W
S	. . . Scotland
S3M	. . . . Universities in Scotland
JSA	. . Individual institutions by name
	* Add to JS an alphabetical device for the name of the institution.
	* Each institution may be qualified further as follows: % -2 Add to -2 numbers 2/7 and 9 from Auxiliary Schedule 1. % -3 Add to -3 letters A/L following J in JA/JL, and letters M/Y following JR in JRM / JRY. % -6 Add to -6 an alphabetical device for individual colleges, etc. within the institution. % Examples: % University of Cambridge JS CC. % The senate at Cambridge JS CC 3DE G. % Girton College JS CC 6GJ. % Admission to Girton JS CC 6GJ 3DO.
JT	<i>Vocational education &amp; training</i>
	* The preferred arrangement within the Bliss classification is to subordinate education and training in a particular subject to that subject wherever it occurs throughout the classification, and to keep here only general works on vocational education and training.
	* The alternative suitable for education libraries is to keep in Class J both general works and those on vocational education and training in particular subjects.
	* Within this alternative, a choice is provided, as shown below at JTB.
JTA	. <i>Synthesis instruction</i>
	* Add to JTA letters A/L following J in JA/JL and letters R/V following JP in JPR/JPV, e.g. Women in vocational education JTA SW.
JTB	. <i>Vocational training, trades education</i>
	* The preferred arrangement is to put vocational training in specific occupations, and vocational education in specific occupations, together in JTD/JTZ.
	* An alternative (not recommended) is to keep here at JTB both general works on vocational training, and vocational training in specific occupations. If this option is taken, proceed as described below at JTB B/JTB K.
A	. . <i>Synthesis instruction</i>
	* Add to JTB A letters A/P following J in JA/JP.
	. . <i>Special institutions</i>
AQ	. . . Industrial schools, trade schools
AR	. . . . Extension training
	* Programmes for bringing new developments and new techniques to personnel through seminars, visits by experts, etc.
ARY	. . <i>Educands by sex, age etc</i>
	* Add to JTB A letters RY/V following JP in JPR/JPV, e.g. Youth in vocational training JTB AT.

## Vocational education &amp; training

<p>Education J  Educands &amp; educational institutions &amp; systems JL  Vocational education &amp; training JT  Vocational training JTB  . Educands by sex, age etc JTB ARY</p> <p>. <i>Educands by vocation</i></p> <ul style="list-style-type: none"> <li>* To qualify a specific occupation by earlier facets of Class J, proceed as follows, where the hyphen represents the classmark of the occupation: % -2 Add to -2 numbers 2/9 from Auxiliary Schedule 1. % -4 Add to -4 letters A/PQ following J in JA / JPQ, letters Q/R following JTB A in JTB AQ / JTB AR, and letters RY/VX following JP in JPR Y / JPV X. % Example, using provisional notation VA for the construction industry: Extension training in the construction industry JTB VA 4R.</li> <li>* Add to JTB B numbers and letters 2/9, A/B from Main classes 2/9, A/B, e.g. Vocational training in physics JTB BB</li> <li>* Add to JTB letters C/I from the whole classification, e.g. Vocational training in biology JTB E.</li> </ul> <p>. Vocational training in education</p> <ul style="list-style-type: none"> <li>* See JTJ</li> </ul> <p>JTB K . In other subjects</p> <ul style="list-style-type: none"> <li>* Add to JTB letters K/Z from the whole classification, e.g. Commercial education JTB TI.</li> </ul> <p>JTC Professional education, vocational higher education</p> <ul style="list-style-type: none"> <li>* Add to JTC letters A/L following J in JA/JL and letters M/Y following JR in JRM/JRY, e.g. Polytechnics in vocational education JTC Q.</li> </ul> <p>. <i>Institutions special to this class</i></p> <p>RP . . Graduate schools</p> <p>RS . . Staff colleges</p> <p>RT . . Centres for professional education</p> <p>RU . . Area organisations, regional organisations</p> <p>JTD <i>By vocation</i></p> <ul style="list-style-type: none"> <li>* Within the alternative suitable for education libraries, this is the preferred place for vocational education in specific occupations and for vocational training in specific occupations.</li> <li>* In the case of vocational and professional education of teachers and others in the field of education, location in JT at JTJ is not an alternative, but the only place in the Bliss classification.</li> <li>* Each vocation (except JTJ) may be qualified by earlier facets of Class J as follows, where the hyphen represents the classmark of the subject: % -2 Add to -2 numbers 2/9 from Auxiliary Schedule 1. % -3 Add to -3 letters A/L following J in JA/JL. % -3 For professional and vocational education, add to -3 letters M/Y following JR in JRM/JRY, and letters RP/RU following JTC in JTC RP / JTC RU. % -4 For vocational training and trades education, use 4, then letters A/PQ following J in JA/JPQ, letters Q/R following JTB A in JTB AQ / JTB AR, and letters RY/VX following JP in JPR Y / JPV X. % Examples: % JT EV Professional education of biologists % JT EV 27 History % JT EV 3K Curriculum % JT EV 3Q Polytechnics % JT EV 3RP Graduate schools % JT EV 4 Vocational training in biology % JT EV 4T Young people % JT EVC Professional education in cytology % JT EVC 3K Curriculum</li> </ul>	<p>Education J  Educands &amp; educational institutions &amp; systems JL  Vocational education &amp; training JT  By vocation JTD</p> <p>JTD 4 . <i>Synthesis instruction</i></p> <ul style="list-style-type: none"> <li>* Add to JTD numbers and letters 4/9, A/D from main classes 4/9, A/D, e.g. Physics education JTD B.</li> </ul> <p>JTE . <i>Synthesis instruction</i></p> <ul style="list-style-type: none"> <li>* Add to JT letters E/I from main classes E/I, e.g. Biology education JTE.</li> </ul> <p>JTJ Vocational &amp; professional education of persons in the field of education, teacher education, teacher training</p> <ul style="list-style-type: none"> <li>* Use the main classmark JTJ for teachers and educators in general. For specific types of other persons in education, see JTJ V.</li> <li>* Add to JTJ numbers and letters 2/9, A/S following J, e.g:</li> </ul> <p>7 . History of teacher education</p> <p>JVB . Education in practical skills</p> <p>JVE . . Basic training, initial training</p> <p>JVF . . Pre-service training</p> <p>JVG . . In-service training, Baker days</p> <p>JVL . . Teaching practice</p> <p>JX . . Re-training</p> <p>K . Curriculum</p> <p>. Universities, post-secondary institutions</p> <p>RM . University departments</p> <p>RMQ . . Graduate schools, institutes of education</p> <p>RRD . Teacher training colleges, colleges of education</p> <p>RRT . Teachers' centres</p> <p>RRV . Area organisations, regional organisations</p> <p>V . Other types of persons in education</p> <ul style="list-style-type: none"> <li>* Add to JTJV letters A/J following J in JA/JJ, e.g. Educational administrators JTJ VCT.</li> <li>* Any specific type of person may be further qualified as instructed under note 2 at JTJ, e.g. Courses for educational administrators JTJ VCT DT, On-job training for educational administrators JTJ VCT JVJ.</li> </ul> <p>JTK . Vocational education in social sciences, humanities &amp; technology</p> <ul style="list-style-type: none"> <li>* Add to JT letters K/Z from the whole classification.</li> <li>* See the notes at JTD.</li> </ul>
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Special categories of educands

<p>Education <sup>J</sup>          Educands &amp; educational institutions &amp; systems <sup>JL</sup>          Vocational education &amp; training <sup>JT</sup>          . . Vocational education in social sciences <sup>JTK</sup></p> <p>JU Adult education          . <i>Institutions special to adult education</i></p> <p>JUL M . . Settlements, missions          O . . Literary &amp; philosophical societies, lyceums,          athenaeums          P . . Mechanics' institutes, working men's colleges,          working men's clubs          Q . . Workers Educational Association (UK)          R . . National Extension College (UK)          T . . Reading circles          . <i>By level of course</i></p> <p>JUM . . Primary level courses          JUN . . Secondary level courses          JUR . . Higher level courses, post-secondary level courses,          tertiary level courses</p> <p>R . . . University extension courses, college extension          courses, extra-mural courses          S . . . University of the Third Age, U3A</p> <p>JUS . <i>Educands</i>          * Add to JU letters S/V following JP in JPS/JPV, e.g. JUS          W Women.</p> <p>JUV YC . . Workers          YE . . Ex-service personnel, former service personnel,          veterans          . . <i>By occupation</i>          * See Vocational education JTD/JTZ.</p> <p>JUW . Lifelong education, continuing education, permanent          education</p> <p>X . Community development (adult education),          community action</p> <p>JUX . Fundamental education, basic education          * Education in areas of elementary education, social          skills, community responsibilities          * Alternative (not recommended) is to locate at          Curriculum JKE.</p> <p>JUY . Mass education, community education          * General education of all groups, particularly through          mass media          * Add to JUY letters M/S following JI.</p> <p>MV . Distance education          P . . Tele-education</p> <p>JV Special categories of educands, exceptional persons,          special education          * To qualify further any subclass of JV formed by the          addition of letters from Auxiliary Schedules 2,3 and 3A,          or from other main classes:          * Add to the classmark the number 2 followed by numbers          and letters from Auxiliary Schedule 1.          * Add to the classmark the number 3 followed by the letters          A/V following J in JA/JV, e.g. Curriculum in the          education of elites JVB MY3 K.</p>	<p>Education <sup>J</sup>          Educands &amp; educational institutions &amp; systems <sup>JL</sup>          Special categories of educands <sup>JV</sup></p> <p>* Subclasses of JV not formed by notation drawn from          elsewhere, should be combined with earlier subclasses          within JV, by dropping only the initial letter, e.g.          Learning disabled educands in multiethnic groups JVK          VGL EM.</p> <p>JVA . <i>Synthesis instruction</i>          * Add to JVA letters A/U following J in JA/JU.</p> <p>JVB . Socio-economic classes          * Add to JVB letters MW/NI following K in          KMW/KNI in Class K Society, e.g.:</p> <p>MWP . . New literates          MWQ . . Illiterates          MWV . . Peasants          MY . . Elites          NAN . . Nobility          NAP . . Royalty</p> <p>JVC . Religious groups          * Add to JVC letters G/V following P in PG/PV in          Class P Religion, e.g., Roman Catholics JVC R.</p> <p>JVD T . Persons with exceptional physical or mental abilities          or attributes</p> <p>V . . Left handed, right handed          W . . Gifted, brilliant, able          X . . Geniuses, prodigies          Y . . Child professionals, child actors, child musicians,          child dancers</p> <p>Z . Disadvantaged persons (general), compensatory          education          * Persons unable to take advantage of normal          educational facilities.          * For mentally or physically disadvantaged see JVJ.</p> <p>JVE . . Socially disadvantaged</p> <p>A . . . <i>Synthesis instruction</i>          * Add to JVE A letters A/V following J.</p> <p>H . . . Minority groups          K . . . . Indigenous          M . . . . Immigrants (special education)          * Add to JVE M letters B/S following KOU in          Class K, e.g.:</p> <p>MB . . . . . Allogens          * First generation immigrants.</p> <p>ME . . . . . Guest workers          MJ . . . . . Expatriates          MP . . . . . Emigres          P . . . . Aliens, foreigners          . . . <i>By reason of occupation</i></p> <p>S . . . . Transients, itinerants          SW . . . . . Barge persons, canal boat persons, riverboat          persons</p> <p>SX . . . . . Migrant workers          T . . . . . Gypsies, travellers          TW . . . . . Nomads          U . . . . . Children of persons serving abroad          UW . . . . . Children of service personnel          UX . . . . . Children of civilians abroad</p>
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## Special categories of educands

<p>Educands &amp; educational institutions &amp; systems JL  Special categories of educands JV  Disadvantaged persons JVD Z  Socially disadvantaged JVE  By reason of occupation  . . . Children of civilians abroad JVE UX</p> <p><i>By political/civil status</i></p> <p>JVE V . Refugees, displaced persons  * For refugees from natural &amp; other disasters, see JVH GN.</p> <p>WB . Evacuees (as socially disadvantaged)  <i>Other occupational factors</i>  * Add to JVE W letters E/M following KO in Class K, e.g.:</p> <p>WEW . Retired persons, pensioners  WFK H . Commuters  WM . Unemployed  X National groups  Y . Overseas students</p> <p>JVF . <i>By country</i>  * Add letters A/Z from auxiliary Schedule 2.</p> <p>JVG Language &amp; ethnic groups, non-English speaking  LEM . Multiethnic schools, multiethnic groups  V . Bilingual students  W . <i>By language</i>  * Add to JVG W letters A/Z from Auxiliary Schedule 3.</p> <p>X . <i>By cultural or ethnic group</i>  * Add to JVG X letters A/Z from Auxiliary schedule 3A.</p> <p>JVH Background handicapped, persons with special social or family or home conditions  * Add to JVH letters G/JKS and K/L following Q in Class Q. A selection of the most prominent classes is given for convenience.</p> <p>GKW . Persons at risk  . <i>By effects of emergencies or disasters</i></p> <p>GNG . . Refugees  GNJ . . Evacuees  GOT . . Victims of famine  . <i>By effects of social conditions</i></p> <p>GP . . Deprived persons  GV . . Poor persons  GVX . . . Beggars, destitute persons  HH . . Homeless persons, waifs &amp; strays  JC . . Lonely persons  JE . . Ill-treated persons  JF . . Neglected persons  JG . . Deserted persons  JH . . Victims of violence  JHO . . Crime victims  JHS M . . . Victims of sexual abuse  JHV . . . Rape victims  JJ . . Violence in the home, abused persons  JK . . Discrimination victims, victims of prejudice  JKS . . . Segregated persons</p>	<p>Education J  Educands &amp; educational institutions &amp; systems JL  Special categories of educands JV  Disadvantaged persons JVD Z  . . . By effects of social conditions  . . . . Segregated persons JVH JKS</p> <p>JVH K . . . <i>By family background</i></p> <p>KT . . . . One person families, single parent families  KTV . . . . Parental deprivation  KTX . . . . Maternal deprivation  KTY . . . . Paternal deprivation  KX . . . . Broken families, divorced parent families  KY . . . . Problem families  LEL . . . . Children in care  LLD . . . . Runaway children  LLG . . . . Orphans  LLK . . . . Adopted &amp; foster children  LLL . . . . Foster children  LM . . . . Adopted children</p> <p>JVJ Mentally or physically disadvantaged  W . Isolated, mobility impaired, homebound, homereared  X . Institutionalized, hospitalized</p> <p>JVK . Mentally handicapped, learning disabled, mentally retarded, developmentally disabled</p> <p>JVL . . Backward, borderline  JVM . . . Educationally retarded, slow learners  * See also Language disordered JVO Q</p> <p>X . . . Late developers, underachievers  Y . . Mild retardation, feeble minded</p> <p>JVN . . . Educationally subnormal, ESN</p> <p>JVO H . . Mentally deficient  J . . . Moderate mental retardation, trainable mentally retarded  * IQ 36-51.</p> <p>K . . . Severe mental retardation, severely subnormal  * IQ 20-35.</p> <p>L . . . Profound mental retardation, ineducable  M . . Disturbed, mentally ill  * Use for special categories of educands arising from mental disturbance in general.  * For mental health care see also JDX UB.</p> <p>. . <i>Persons with specific disorders</i>  * Add to JVO letters P/Q following IU in IUP/IUQ, e.g.</p> <p>Q . . . Language disordered, verbal communication disorders</p> <p>JVP B . . . . Aphasic  * Add to JVP letters B/V following IVR in IVR B / IUR V, e.g.:</p> <p>E . . . . Sensory aphasia (educands)  F . . . . Word blind  G . . . . Dyslexic, reading disordered  H . . . . Writing disordered  S . . . . Stammerers</p> <p>JVQ . . . Disorders of other psychological processes  * Add to JVQ letters S/Y following IU in IUS/IUY, e.g.:</p> <p>Y . . . . Autistic persons</p>
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Educands & educational institutions & systems <sup>JL</sup>  
 Special categories of educands <sup>JV</sup>  
 . . . . . Mentally or physically disadvantaged <sup>JVJ</sup>  
 . . . . . Disturbed <sup>JVO M</sup>  
 . . . . . Disorders of other psychological processes <sup>JVQ</sup>  
 . . . . . Autistic persons <sup>JVQ Y</sup>

JVR B . . . . . Psychotic  
 \* Add to JVR letters B/P following IV in IVB/IVP, e.g.:

CC . . . . . Psychoses associated with cerebral disorders  
 CP . . . . . Epilepsy  
 CQL . . . . . Brain damage  
 N . . . . . Schizophrenia  
 Q . . . . . Neurotic  
 \* Add to JVR letters R/Y following IV in IVR/IVY, e.g.:

R . . . . . Anxiety neurosis  
 T . . . . . Phobics, phobias  
 TXK . . . . . School phobia  
 YXE . . . . . Post-traumatic stress disorder

JVS . . . . . Personality disorders  
 X . . . . . Behaviour disorders

JVT . . . . . Disabled, physically handicapped  
 W . . . . . Sick, ill, chronically sick  
 WW . . . . . Persons ill with AIDS!, HIV positive persons  
 X . . . . . Injured persons  
 \* See also Homebound, hospitalized JVJ W / JVJ X

JVU . . . . . Communication handicapped  
 \* See also Verbal communication disorders JVO Q, Autistic JVQ Y

X . . . . . Sensorily handicapped, perceptually handicapped

JVV . . . . . Visually handicapped, blind  
 W . . . . . Partially sighted

JVWD . . . . . Hearing impaired, deaf  
 F . . . . . Partially hearing, hard of hearing  
 H . . . . . Deaf & dumb  
 J . . . . . Speech handicapped, dumb  
 . . . . . Speech impediments  
 \* See JVP S

L . . . . . Multiply handicapped (deaf, dumb & blind)  
 N . . . . . Neurologically handicapped, central nervous system disorders

P . . . . . Stroke patients  
 R . . . . . Cerebral palsy  
 T . . . . . Hydrocephalus  
 V . . . . . Spina bifida

JVX B Social deviants  
 \* Social deviance is defined in Class K (at KIV) as departure from norms invoking sanctions of some kind. The welfare context of social deviance is given in Class Q (at QN).

EFJ H . . . . . Alienated  
 G . . . . . Addicts, substance abusers  
 \* See also Addiction JDX WG

HT . . . . . Gamblers  
 J . . . . . Alcoholics, alcohol abusers  
 L . . . . . Drug addicts, drug misusers  
 N . . . . . Solvent abusers, glue sniffers

Education <sup>J</sup>  
 Educands & educational institutions & systems <sup>JL</sup>  
 . . . . . Addicts <sup>JVX G</sup>  
 . . . . . Solvent abusers <sup>JVX N</sup>

JVX S . . . . . Offenders, criminals  
 T . . . . . Prisoners  
 U . . . . . Discharged prisoners  
 V . . . . . Offenders on probation  
 W . . . . . After care of offenders

JVY . . . . . Delinquents, young offenders, juvenile offenders  
 Teaching methods & aids  
 \* JW/JX Alternative (not recommended) to locating at JI/JJ and citing after Educand. If this alternative is used, proceed as follows:

JW Teaching methods & aids (general)  
 \* Add to JWA letters A/H, K/V following J in JA/JH, JK/JV, e.g. Teaching methods and aids in secondary schools JWA N.  
 \* Do not use JWA CM for Equipment; use JWC below.  
 . Teaching aids (specifically)  
 \* JWB/JWY Add to JW letters B/Y following JI in JIB/JIY, e.g. Audiovisual aids in secondary schools JWE AN.

JX . Teaching methods  
 \* Do not qualify teaching methods in general (JX) by concepts from JA/JH, JK/JW; use JWA and JWB/JWY.  
 . . Specific methods  
 \* Add to JX letters C/X following JJ in JJC/JJX, e.g. demonstrations JXL O. To qualify further a specific method, add to its classmark the letter A and then the letters A/H, K/V following J in JA/JH, JK/JV, e.g. Psychology of demonstrations JXL OAE. Add the letter B and then the letters B/Y following JI in JIB/JIY (JWB/JWY) for specific aids used with these methods, e.g. Equipment for demonstrations JXL OBC.

JY Curriculum  
 \* Alternative (not recommended) to locating at JK and citing after Educand. For a further alternative, see note at JK.  
 \* If this alternative is chosen, the classifier may cite Teaching Methods and Aids either % (i) in their standard order following Educand; i.e. Curriculum (JY) - Educand (JL/JV) - Methods etc (JI/JJ); or (ii) in the alternative order described above at JW/JX; i.e. Curriculum (JY) - Methods etc (JW/JX) - Educand (JL/JV). % Using Alternative (i) (Curriculum - Educand - Methods)  
 \* Add to JYA letters A/J, L/V following J in JA/JJ, JL/JV, e.g. Games method JYA JO; Primary school curriculum JYA M.  
 \* Add to JY letters B/Z following JK in JKB/JKZ, e.g. (where JW/JX are used for Methods and aids) Elements of curriculum JYB N; Mother tongue JYG. % Using Alternative (ii) (Curriculum - Methods - Educand)  
 \* Add to JYA letters A/H, L/X following J JA/JH, JL/JX, e.g. Primary school curriculum JYA M; Games method JYA XO.  
 \* Add to JY letters B/Z following JK in JKB/JKZ.

# Curriculum

JY  
JY

Education J  
Curriculum JY

- \* In both (i) and (ii) above, each of the subclasses in JYB/JYZ may be further qualified by earlier facets from Class J (i.e. JA/JJ or JA/JH respectively) following the instructions given at corresponding subdivisions of JK.