

BLISS MUSEUM STUDIES SCHEDULE FOR USE IN THE HADDON LIBRARY,
CAMBRIDGE

Devised by Aidan Baker, with additions by Jack Mills, Heather Lane and
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Class Z : Museum science, Museum studies, Museology

*Note that the proper name of a museum, or other corporate
body, is not shown in the classmark.*

- Z 2/9 Common subdivisions
 Add from Auxiliary Schedule 1,
 but omit the use of 8E in Place.
- ZA Objectives, aims, purpose
- ZAB policy
- ZAC role, function
- ZAC R representation of the underlying culture
- ZAD efficiency
- ZAE effectiveness in use, convenience, compatibility
- ZAF structure
- ZAG standards
- ZAH specifications
- ZAI patents
- ZAJ size, number
- ZAK organising
- ZAL control
- ZAM planning
- ZAN establishing, founding, initiating
- ZAP maintaining
- ZAQ developing, changing, converting
- ZAR innovating, pioneering
- ZAS concluding
- ZB Personnel
- ZBB Add letters B/Y following 4 in Auxiliary
Schedule 1A, for psychology, qualifications and profession.
e.g. ZBB TQ voluntary staff
- ZBC Persons by relation to museum
- ZBD owners, founders (in general; do not use for specific
 individuals)

| | |
|-----|---|
| ZBE | members of governing bodies |
| ZBF | collectors |
| ZBG | benefactors, donors |
| ZBH | 'friends', paid-up supporters |
| ZBJ | consultants |
| ZBK | suppliers (of exhibits, equipment, etc.) |
| ZBL | visitors, customers <u>divide like</u> Auxiliary Schedule 1A <u>use for</u> Visitor studies. <u>see also</u> ZQ User services |
| ZBM | enquirers |
| ZBN | purchasers, receivers (of discarded exhibits and equipment) |
| ZBP | critics |
| ZBQ | disruptive persons |
| ZBR | miscellaneous |
| ZC | Museum staff |
| ZCB | by culture, gender, age, occupational status, disability, etc., <u>add</u> letters from Auxiliary Schedule 1A, e.g. ZCB N women; ZCB TDD amateurs. |
| ZCC | curators |
| ZCE | collection managers |
| ZCH | subject specialists |
| ZCK | conservators |
| ZCL | attendants |
| ZCM | all others, not specific to museums, e.g. artists, caterers, cleaners, disability advisers, drivers, librarians, photographers, secretaries. |
| ZD | Organizations |
| ZDD | by type, scope and status, <u>Divide like</u> Auxiliary Schedule 1 <u>Do not</u> specify individual, named, organizations. by relation to museum |
| ZDE | governing bodies, boards of trustees |
| ZDF | parent bodies, headquarters |
| ZDG | branches, departments, service points |
| ZDH | finance, revenue organizations |
| ZDJ | funding agencies |

| | |
|---------|---|
| ZDK | staff organizations |
| ZDL | suppliers |
| ZDM | (by geographical scope) |
| ZDN | international |
| ZDP | national, federal |
| ZDR | regional, state, provincial |
| ZDS | local |
| | special zones |
| | (by function) |
| ZEF | professional organizations |
| ZEG | official, governmental |
| ZEH | quasi-governmental |
| ZEL | consultancies, business, industrial |
| ZEP | ad hoc bodies, pressure groups |
| ZEQ | Friends' associations |
| ZER | federations of museums |
| ZET | individual organizations (<u>do not</u> alphabetise) |
| ZEU | temporary organizations |
| ZEV | conferences (works about) for Conference proceedings <u>see</u> Auxiliary Schedule 1. |
| ZG | Philosophy of museums and their relation to other subjects. |
| ZGA | Philosophy of museums: build from Philosophy: Class A-AK, e.g. ZGA HK: Ethics of museums |
| ZGK | Social aspects of museums: <u>build from</u> Bliss classes K – S., e.g. |
| ZGK BV | Museums and culture, cultural property <u>add</u> AHK for appropriation |
| ZGR | Politics of museums |
| ZGR AXP | government policy |
| ZGR QV | post-colonialism |
| ZGS | Law relating to museums |
| ZGT | Economics of museums <u>see also</u> ZQL; Access free/charged |
| ZGW | Art and museology |
| ZM | Museology |

(operations and processes)

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|--------|---|
| ZN | Curatorship |
| | (agents) |
| ZNH | Buildings and equipment <u>Add to ZNH letters following ZL in ZLH-ZLM in the draft schedule for Library & Information Science.</u> |
| ZNH C | planning and design |
| ZNH CC | construction |
| ZNH D | care, maintenance and repair |
| ZNH E | demolition |
| ZNH F | Furniture and equipment |
| ZNH G | shelving |
| ZNH L | display cabinets |
| ZNH X | fixtures and fittings |
| ZNJ | machinery |
| ZNK | transport |
| ZNK K | elevators, lifts, hoists |
| ZNK L | conveyors, trolleys |
| ZNK N | vehicles |
| ZNL | building and site |
| ZNL H | design (museum architecture) |
| ZNLJ | site (location and environs) |
| ZNL K | buildings (narrowly) (parts) |
| ZNL L | external/internal |
| ZNL MF | walls |
| ZNL N | floors |
| ZNL O | services |
| ZNL P | control of conditions |
| ZNL Q | safety, hazards, accident prevention |
| ZNL R | air-conditioning, heating and ventilation |
| ZNL S | sanitation services |
| ZNL T | lighting |
| ZNM B | décor |
| ZNP | (types of building) <u>Build from</u> the letters following WH in WHI-WHP in the Architecture schedule. |

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| ZO | Management |
| | <u>Add</u> letters following T in the Summary Outline of TQ: Enterprise Management Class, the main divisions being : - |
| ZOQ | Management of economic enterprises |
| ZOS | Information management |
| ZOS O | Administrative services |
| ZOT R | Financial management |
| ZOU | Personnel management |
| ZOV | Operations management |
| ZOW | Marketing |
| ZP | Collection management |
| ZPA | <u>use for</u> adding subjects listed earlier in the schedule. |
| ZPF | acquisition, collecting |
| ZPF H | purchases |
| ZPF L | gifts, donations |
| ZPF LQ | bequests |
| ZPF M | exchanges |
| ZPF N | deposits (by government) |
| ZPF V | miscellaneous |
| ZPG | accessioning, documentation, registration |
| ZPG L | cataloguing, recording details of item |
| ZPG LX | computers in cataloguing, information retrieval |
| ZPG P | photographing item (for security and identification) |
| ZPG R | authentication, and detection of forgery |
| ZPH | maintenance, protection and preservation |
| ZPH F | control of building conditions |
| ZPH G | disaster planning: prevention, response and result |
| ZPH H | against biological hazards and pests |
| ZPH J | against pollution and natural disasters |
| ZPH L | storage |
| ZPH M | restoration |
| ZPH N | repair |
| ZPH O | cleaning |
| ZPH P | conservation, care (<u>Do not</u> subdivide further) |
| ZPJ | exhibiting, exhibitions |

| | |
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| ZPJ L | design |
| ZPJ M | display |
| | For cases and cabinets <u>use</u> ZNH L |
| ZPJ N | labelling, titles, captions |
| ZPJ P | insurance |
| ZPJ R | security |
| ZPJ S | loans |
| ZPJ T | dismantling |
| ZPJ U | packing |
| ZPJ V | transport |
| | (types of exhibitions) |
| ZPJ W | permanent |
| ZPJ X | temporary |
| ZPJ Y | travelling |
| ZPP | de-acquisition, discarding |
| ZPP R | sale |
| ZPP S | gift |
| ZPP T | restitution |
| ZPP TT | repatriation |
| ZPP U | loss |
| ZPP W | miscellaneous |
| ZPP X | dispersal of the collection |
| ZQ | User services |
| ZQB | Services to particular types of user |
| | <u>Divide by</u> Auxiliary Schedule 1A, adding letters B/Y |
| | following 4 |
| | e.g. ZQB Q children |
| ZQK | promotion of use, outreach, communication |
| ZQL | access, conditions of use, e.g. open/closed, free/charged |
| | <u>see also</u> ZGT Economics of museums |
| ZQM | information media used |
| ZQM P | guidebooks and other publications |
| ZQM R | exhibitions and other special events |
| ZQM S | interactive exhibitions |
| ZQM T | guided tours |
| ZQM TX | in foreign languages |
| ZQM U | audio, self-guided tours |
| ZQM V | lectures |
| ZQM VW | individual |
| ZQM VX | series |
| ZQM VZ | for special categories |
| ZQM Z | enquiry work |

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| ZQP | publicity (by media used) |
| ZQP N | newspapers and magazines |
| ZQP R | radio |
| ZQP T | television |
| ZQP W | posters |
| ZQP X | circulars and leaflets |
| ZQR | retailing |
| ZQR S | museum shop |
| ZQR T | catalogues and postcards |
| ZQR U | reproductions of artefacts |
| ZQS | educational work in general |
| ZQS T | schools programmes, use and events |
| ZQS U | special events |
| ZQT | research work |
| ZQU | other services |
| ZQU C | catering |
| ZQU H | hygiene, health and safety |
| ZQV | Users response to museum activities/experiencing museums |
| ZQV M | criticism and protest |
| ZQV N | appreciation |
| ZQV P | prizes |
| ZQV X | miscellaneous |
| ZR | Artefacts |
| ZRA | <u>use for</u> adding subjects listed earlier in the schedule. |
| | (by origin) |
| ZRC | naturally occurring |
| ZRD H | geological |
| ZRF | botanical |
| ZRG | zoological |
| ZRH | human tissue |
| ZRK | miscellaneous, e.g. used for aboriginal |
| ZRU | manufactured |
| ZRU DF | stone |
| ZRU DK | ceramic |
| ZRU DL | glass |
| ZRU DM | metal |
| ZRU DO | precious metals |
| ZRU EJ | wood |
| ZRU EN | paper |
| ZRU LQ | leather |

| | |
|-------|--|
| ZRU Q | textile including clothing |
| ZRU R | mechanical |
| ZRU S | electronic |
| ZRU T | miscellaneous |
| ZRW | intellectual |
| ZRW C | architectural |
| ZRW E | plastic arts: sculpture, glyptics, ceramics |
| ZRW J | graphic arts: painting, drawing, calligraphy, commercial art |
| ZRW K | reproductive arts: prints, photographs |
| ZRW V | performance arts: scores, instruments, artefacts from dance and drama |
| ZRW W | literary: manuscripts, books |
| ZRW Y | miscellaneous |

ZS Museum systems

Common Auxiliary 8: Place: do not use 8E section except 8EX for Eire. Use letters for foreign countries, but do not take to smaller units, e.g. cities.

Do not build on classmarks from Building and architecture.

If wish to show a specific curatorship topic in a named museum, which is shown by type + a foreign country, make an Added entry.

Books on the contents or 'treasures' of a named museum go with the subject, e.g. Fine arts, + 6QV.

(parts)

| | |
|-------|-------------------------------------|
| ZSA C | headquarters |
| ZSA D | branches |
| ZSA E | departments. divisions, outstations |

(by characteristics derived from place)

| | |
|-----|--|
| ZSC | international, global (national) |
| ZSE | home or favoured country (used for UK) |
| ZSG | rest of the world (<u>divide like</u> Auxiliary Schedule 2) |

(by accessibility)

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|-----|---------------|
| ZSH | open access |
| ZSJ | closed access |

(by owner)

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| ZSM | private, independent |
| ZSN | statutory museums |
| ZSQ | national museums |
| ZSR | regional-authority museums |
| ZSS | local-authority museums |

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|---------|---|
| ZSS T | county |
| ZSS U | city, municipal |
| ZSS V | smaller units: parish, village |
| ZSW | free to public, but maintained largely by private funds |
| ZSX | charged to public |
| ZTM | company museums |
| ZTO | learned societies' museums |
| ZTP | religious bodies' museums <u>divide like</u> Class P |
| ZU | educational institutions' museums |
| ZUN | university museums |
| ZUO | school museums |
| ZUO MJY | circulating collections for schools |
| ZUP | miscellaneous |
| ZUS | Para-museum collections |
| ZUS T | investment collections |
| ZUS U | hobby collections e.g. cabinets of curiosities, add period 7E |
| ZUS W | miscellaneous |
| ZV | Museums by display environment |
| ZVW | indoor (usually assumed) |
| ZVY | open-air (e.g. national parks, nature reserves, ruins) |
| ZVZ | special environments (use if necessary to specify that the display environment is not what might be expected, e.g. time tunnels, planetaria) <u>Do not</u> further subdivide. |
| ZW | Museums by subject |
| | Subdivide by classmarks from the entire Bliss scheme. Some of the likelier concepts are shown in the list below. |
| ZWA Y | science in general |
| ZWD | the universe |
| ZWD H | geology |
| ZWE | natural history |
| ZWF | botany |
| ZWG | zoology |
| ZWH | medicine |

| | |
|--------|--|
| ZWK | humanity and society |
| ZWK 9W | social anthropology |
| ZWK NM | childhood |
| ZWK NV | gender |
| ZWK QJ | family life |
| ZWL A | archaeology |
| ZWL B | history |
| ZWM | European history |
| ZWP | religion |
| ZWU | technology |
| ZWU A | agriculture |
| ZWU E | engineering |
| ZWU O | transport |
| ZWU S | war/military science |
| ZWU X | communication |
| ZWV | sport and recreation |
| ZWW | the arts |
| ZWW C | architecture |
| ZWW E | plastic arts: sculpture, glyptics, ceramics ... |
| ZWW J | graphic arts: painting, drawing, calligraphy ... |
| ZWW K | reproductive arts: prints, photography ... |
| ZWW Y | performance arts: music, dance, drama ... |
| ZWX L | literature |