
Folio Call Numbers and Marking

Folio is entered in subfield k between subfield b and subfield h. SML folio range is 39 cm and over for height or 29 cm and over for width. Art and Drama folio range is 38 cm and over for height or 33 cm and over for width. From Jan. 1 2008, a full call number (with "(LC)" if applicable) is used for any MFHD 852, 1st indicator 0. The \$m Oversize field is not added at the end of the call number.

FOLIO AND FULL CALL NUMBER

852	0	0	\$b fes \$k Folio \$h GV191.42.C8 \$i 032 (LC)
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FOLIO AND FULL CALL NUMBER

852	0	0	\$b art \$k Folio \$h NJ18 F21666 \$i A12 2003 (LC)
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For more information on folio and oversize, [click here](#) [1].

Note that books under 10 cm. are offered to Beinecke.

MARKING

1. Books sent to Preparations. If the barcode has been attached to the book, do not write the call number on the verso t.p. If the barcode is still attached to the barcode card, write the call number on the verso t.p. of the book. EXCEPTION: Write call number on the verso t.p. of volumes for multipart monographs that are also part of a classed together series even if the barcode has been attached to the volume. If the multipart volume is not part of a classed together series, it is NOT necessary to mark the volume if the barcode has been attached.
2. Books sent directly to school and departmental libraries (bypassing Preparations). Write the call number on the verso t.p.
3. For serials and multipart monographs, if the call number is written on the verso t.p., include the caption used with the volume number if a caption is used in the MFHD.
4. For rules and examples, refer to **Rules for Marking**
Serials: <http://web.library.yale.edu/cataloging/rules-for-marking-serials> [2]
5. See also the Flags section above for use of the Green Flag.

Source URL: <https://web.library.yale.edu/cataloging/cms/special-processing/folio>

Links

[1] <http://web.library.yale.edu/cataloging/cms/oversize-miniatures> [2] <http://web.library.yale.edu/cataloging/rules-for-marking-serials>