

PROBLEMS OF DEFINITIONS OF TYPE-TYOLOGICAL CHARACTERISTICS OF THE BIBLIOGRAPHY INDEX

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Typology and classification of publications is based on bibliography. Bibliology is a branch of science that studies the essence, patterns, processes and forms of functioning of books, books and librarianship, related documentary and library information systems in the historical and modern socio-cultural process [1]. In other words, bibliology is the science of books and book business. From the XIX century to the present day, bibliology as a science is actively developing. This is due to the fact that today there are many species-typological characteristics of publications.

According to the “National Standard of Ukraine DSTU 3017-95 Publications. Basic types, terms and definitions”, “traditional” publications are classified according to the following features:

- by purpose;
- for analytical and synthetic processing of information;
- by information signs (symbolic nature);
- by material construction;
- by volume;
- the composition of the main text;
- by frequency;
- by structure;
- on informational grounds;
- by types of periodicals and continuing publications;
- by status [2].

The subject of our review are bibliographic indexes, which play an important role in meeting the information needs of different groups of users. According to GOST 7.0-99 “Library and information activities. Bibliography” bibliographic index is a bibliographic guide of considerable volume with a complex structure and scientific reference apparatus [3]. In the textbook of Doctor of Sciences, Professor Shvetsova-Vodka GM it is noted: a bibliographic index is a bibliographic manual that contains

a significant number of bibliographic records, has a complex structure and research apparatus [4].

Species-typological characteristics of indexes are formed on the following grounds: purpose, features of methods of creating a bibliography, internal and external forms.

One of the main functions of the library is to create bibliographic manuals, namely - indexes. The index can contain from one to several thousand bibliographic records.

According to the position of the State Archival Service of Ukraine, the bibliographic index is divided according to the purpose and nature of the design.

Types of indicators by purpose are divided into:

- subject;
- terminological;
- registered;
- geographical;
- chronological;
- combined pointers.

Subject (alphabetical) index - a list of words or expressions arranged in alphabetical order. Subject indexes are general and special. In general, make concepts of any nature, and in special - concepts that have a specific topic, such as: geographical, authorial, nominal, historical, and so on.

A glossary is an ordered list of terms in a document, accompanied by a reference to the source and part of the context.

Name index - an auxiliary publication consisting of a list of proper names. Nominal index is divided into general (contains all the names found in the text of the document), or special (mentioned names are sorted by attributes (for example, professional).

A geographic index contains proper names for geographic or topological features. The scheme of presenting information is mostly in alphabetical or administrative-territorial division.

Chronological index - an index in which the dates of events or documents are arranged in alphabetical order. Typically, such pointers contain an icon number of chronological terms and events. Concluded when the documents cover a significant chronological period.

Combined pointer - can contain several subspecies of pointers..

By the nature of the design indexes are divided into:

- annotated;
- deaf.

Annotated indexes contain brief information about the given names or explanations of terms. Annotated volume indexes can be short and detailed.

Blank indexes contain only links to the pages of the publication.

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