What's New in Technical Processing

Philip A. Melzer
FOREWORD

Here is a draft from the Library of Congress containing primarily those instructions we have been following for some time in romanizing Korean while cataloging Korean publications. The draft has been prepared by Philip Melzer, a senior descriptive cataloger of Korean monographs, following consultations with various other Library of Congress staff members. Basically what is new here is the fact that we are finally preparing to publish our instructions in Cataloging Service Bulletin. Before publication we would like the draft to be reviewed by a fairly wide community of readers, and I thank the Committee on East Asian Libraries for giving us the present opportunity to disseminate the draft widely.

For those who take the time to go over the instructions, I can point out the following features:

1. The first section contains the exceptions, additional special provisions, etc., that we have been following for some time in applying the McCune-Reischauer system of romanization to Korean. The information on dictionaries at the very end of the document is relatively new. In recent years we have had to appeal to the dictionaries to assist in romanization, and the burden of romanization has in effect been made somewhat easier by relying on these tools. The eventual publication of the whole document will represent the first time we have shared our practices except in informal, primarily internal documents.

2. The second section, on the specific subtopic of word division in romanization, is an updated version of the guidelines originally written by Dae W. Chang at the Library of Congress several years ago and published in Cataloging Service Bulletin, no. 14 (Fall 1981). No substantial change in the original guidelines has been made in the updating; examples have been added, some provisions have undergone editorial changes (especially see, for example, section 9 on numerals, where extensive rewording has been done without any change in substance), and a few relatively minor provisions have been added.

I shall be happy to receive any comments. Send them to me at the following address:

Ben R. Tucker
Office for Descriptive Cataloging Policy
Collections Services
Washington D.C. 20540
It would be good if I could have all comments by November 30 so that I could consider publishing the final version in the Spring 1991 issue of Cataloging Service Bulletin.

THE ROMANIZATION OF KOREAN

1. The Library of Congress will continue to follow the McCune-Reischauer system to romanize Korean. See:


2. When romanization rules conflict with the pronunciation of a word, prefer to represent the pronunciation.

- choŏn
- yori (or 요리)
- namunnip

4. Sai siot. Follow McCune-Reischauer directions on romanization of medial (sai) siot, with one revision:

- yenniyagi
- hŏnnil

D when a syllabic final before all other vowels.

5. Represent a reinforced medial consonant as it is pronounced, irregardless of written form. (Note: some dictionaries represent a reinforced medial consonant with a double consonant: 음사 [-사] . However, the romanization would not necessarily show a double consonant: uikwa)

- Hanja 漢字 (but hanja 한자 = a measure)
- silssi 実施
- p'yŏngka 평가
- munpŏp 文法
6. Words written with double final consonants are to be romanized as they are pronounced.

<table>
<thead>
<tr>
<th>Korean</th>
<th>Romanization</th>
</tr>
</thead>
<tbody>
<tr>
<td>hŭk</td>
<td>ḥŏk</td>
</tr>
<tr>
<td>salm</td>
<td>slam</td>
</tr>
<tr>
<td>kap</td>
<td>kap</td>
</tr>
<tr>
<td>tak</td>
<td>tak</td>
</tr>
<tr>
<td>Maksŭ</td>
<td>maksŭ</td>
</tr>
<tr>
<td>Marksŭ</td>
<td>marksŭ</td>
</tr>
</tbody>
</table>

7. Initial niŭn  and liŭl  Follow McCune-Reischauer rules governing initial niŭn and liŭl. The surname  is always romanized Yi, no matter how it is written (李, 이, 이).

<table>
<thead>
<tr>
<th>Korean</th>
<th>Romanization</th>
</tr>
</thead>
<tbody>
<tr>
<td>nodong</td>
<td>로동 (or 노동)</td>
</tr>
<tr>
<td>yŏksa</td>
<td>역사 (or 역사)</td>
</tr>
<tr>
<td>Yi Sŭng-man</td>
<td>리승만 (or 이승만)</td>
</tr>
</tbody>
</table>

8. Following hyphens:

A. When sounds would normally change, according to McCune-Reischauer rules, sound change is indicated following a hyphen in the following instances:

1. As second syllable of a forename:

   EXCEPTION: When the second part of a given name follows a vowel sound and begins with a yotized initial liŭl (李), the medial r is omitted (unless there is convincing evidence that the medial r is intended to be pronounced.

<table>
<thead>
<tr>
<th>Korean</th>
<th>Romanization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Song, Si-yŏl</td>
<td>宋時烈</td>
</tr>
<tr>
<td>Yi Ki-yŏn</td>
<td>이기변</td>
</tr>
<tr>
<td>BUT: Kim Ch'ŏr-wŏn</td>
<td>金哲源</td>
</tr>
<tr>
<td>Kang Wol-lyong</td>
<td>姜元龍</td>
</tr>
<tr>
<td>An Ung-nyŏl</td>
<td>安應烈</td>
</tr>
</tbody>
</table>

2. For all generic terms used as jurisdictions, except the term pukto:

<table>
<thead>
<tr>
<th>Korean</th>
<th>Romanization</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kangwŏn-do</td>
<td>江原道</td>
</tr>
<tr>
<td>Wando-gun</td>
<td>완도군</td>
</tr>
</tbody>
</table>

B. When sounds would normally change, according to McCune-Reischauer rules, sound change is not indicated following a hyphen in the following instances:
1. In a spelled-out cardinal number:
ilch'ŏn-kubaek-yuksipp'al  一九六八
2. Between a numeral and volume designation:
che 3-chip  第 3 辑
4-kwŏn  4 卷
3. Between a year, written in numerals, and a suffix or modifier:
10-chunyŏn  10 週年
1900-yŏn  1900年
4. Between abbreviated forms combined coordinately:
chung-kodŭng hakkyo  中高等 學校
5. For the generic jurisdiction term pukto:
Ch'ungch'ŏng-pukto  忠清北道
6. When a word of Western origin is modified by a single character modifier, affix, or substantive of Korean or Sino-Korean origin:
esei-chip  예세이집
9. Words of Western origin

A. The letters that can be used in romanizing words of Western origin are limited to those allowed by the McCune-Reischauer romanization rules. Therefore, while there may be a choice between letters that may be used to represent a consonant, there can be no variation in the representation of vowels. The letters that may be used to represent consonants are:

\[
\begin{align*}
\text{ㄱ} & : k, g, ng \\
\text{ㄴ} & : n, l \\
\text{ㄷ} & : t, ch, j, d \\
\text{ㄹ} & : l, r, n \\
\text{ㅁ} & : m \\
\text{ㅂ} & : p, b \\
\text{ㅅ} & : s, sh, n, t, d, p, k \\
\text{ㅇ} & : ng \\
\text{ㅈ} & : ch, j
\end{align*}
\]
B. When one or more of the prescribed letters corresponds exactly to its counterpart in the Western word being romanized, that letter will always be used.

디자인 dijain (from the word design)

레닌 Lenin

C. When none of the prescribed letters corresponds exactly to its counterpart in the Western word being romanized, apply the romanization system strictly, without approximation of sounds.

베트남 Pet'ūnam (from the word Vietnam; the romanization system does not permit the use of the letter v)

제로 chero (from the word zero; the romanization system does not permit the use of the letter z)

D. When the original Western word cannot be ascertained, apply the romanization system strictly.

KOREAN WORD DIVISION

BASIC PRINCIPLES

1. Each word, including particles, is separated from other words.

2. The Library of Congress will designate certain standard dictionaries as final authorities to resolve questions of word division. A word found in these sources will be considered to be a lexical unit, and written as a unit. Words or parts of speech not appearing in these authorities will be separated or connected according to these guidelines. Then, when in doubt, prefer to separate.

3. A compound word is considered a combination of binary words. (A binary word is a compound consisting of two Chinese characters or two syllables of Han'gul.)

4. A compound word is divided into binary components according to euphony.

SPECIFIC RULES
1. Write a particle (토) as a word separate from the word stem, except as noted in a-d below.

na nūn nae kil e
noin kwa pada
ch'ōwŏn ūi kkum ūl kūdae ege
sae ya sae ya p'arang sae ya

1a. Connect all particles beginning with the letter ㄹ liul to the preceding word. If the preceding word is of Western origin, an initialism, or an acronym, hyphenate a following particle beginning with liul.

sae yōksartil wihayō
charip kyŏngjero ūi tojŏn
Kim Mari-ranūn puin
k'alla TV-rūl chungsim ūro
SAS-rūl iyonghan Han'gŭl ch'ŏri

1b. Add a particle as a suffix to a verb stem, adverb, or a simple inflection of the verb stem or adverb.

sarang pannūn anae
chago mŏktōni
kanan ūl iginūn pŏp

1c. Write coordinated particles together as a word. However, always separate the particle 의 ūi from other particles.

na mando anida
Han'guk kojŏn e ūi ch'odae
iltŭng egenūn sortŭl sang ūro
hangmun ūrosŏ ūi sahak

1d. Add a single contracted form as a suffix to the word stem.

yejŏnēn mich'ŏ mollassŏyo
chigŭm ūn nugun'ga wasŏ
ōdisŏ muŏt i toeyŏ mannari
2. Write a simple inflected verb, adjective, or adverb as a separate word or as a suffix joined to a word, according to the dictionary that serves as authority or the sense of the element(s) involved.

mŏndong i t’ul ttae  면동 이 를 때
pam e ssŭn insaengnon  밤 에 쓴 人生
choguk ’il chik’on yongsa  조국 을 지킨 숭사
nugurŭl wihayŏ chong ŭn ullina  누구를 위하여 鐸 은 길리나
simni to mot kasŏ palpyŏng nanda  선비 도 못 가서 발병 난다
irŏbŏrin kalŭl  잃어버린 가을
mongmarŭn hujo  북마른 후조

2a. Separate an auxiliary verb, adjective, or adverb and its inflection from the word stem.

kago sip’ūn nae kohyang  가고 싶은 내 고향
ttŏna on kŭ chari e  떠나 온 그 자리에
ne chan i nŏmch’i naida  네 찬이 멕지 나이다

2b. Separate the auxiliary hada 하다, the copula ida 이다, and inflections of the same from the word stem, provided that they maintain the binary form.

sin ŭn ch’angjoja ida  신은 創造者 이다
sarang iranŭn pyŏng  사랑 이라는 病

2c. Separate a gerund form from the word stem.

p’urŭn pyŏl ŭn sara issŏtta  푸른 벌은 살아 있었다

3. Write an imperfect noun as a separate word, except as noted in a-b below.

morankkot p’il muryŏp  모란 꽃 필 무렵
ssirŭm ŭn tano ppun anirao  싸름 은 단오 봄 아리라오

3a. Write a single syllable, imperfect noun as a word joined to an attributive adjective or to a simple inflected verb.

halsu ŏmnŭn saramdŭl  할수 없는 사람들
sinsa sungnyŏ yŏrŏbun  紳士 淑女 여러분
nugurŭl wihan kŏsin’ga  누구를 위한 것이가
i choguk ŏdiro kalkŏt in’ga  이 조국 어디로 갈것 인가.
3b. Write a single syllable attributive adjective or prefix as joined to a personal pronoun or imperfect noun.

kti yō wa kūi           が 女 と が い
igōt i chinsang ida     これが 真相 いだ

4. Write a derived word formed by the addition of a single character modifier, affix, or substantive as a single word, whether the word be of pure Korean or Chinese origin.

Han'guk kwa Han'gugin 韓國 과 韓國人
pudongsan p'yŏngka 不動産 評価
taedosi ū inyŏm kwa Han'guk 大都市의 理念 과 韓國
Hanbando ū p'yŏngwha wa anbo 韓半島의 平和 와 安保
kyŏngje ch'odaeguk ū hyŏngsŏng 經濟 超大國의 形成
hwangmuji ka changmikkot kach'i 황무지가 창미꽃 같이

4a. In a Sino-Korean phrase, write a simple inflection of the auxiliary hada 하다 and toeda 되다, and the copula ida 이다 joined to the word stem.

kodokhal ttae sayŏn ūl 孤獨할 때 사연 을
yŏngwŏnhan saengmyŏng 永遠한 生命
haengbokhan Miguk saenghwal 行복한 美國 生活
chomyŏnghae pon uri choguk 照明해 본 우리 祖國

4b. Connect a single character modifier, affix, or substantive of Western origin with a hyphen to a word of Korean or Sino-Korean origin. Connect a single character modifier of Korean or Sino-Korean origin with a hyphen to a word of Western origin.

Pak Mog-wŏl taep'yo eseis-chip 朴 木月 代表 에세이집
kukche maak'et'ing-non 國際 마케팅論

4c. Write an attributive adjective or a pre-formative character separately from the word it modifies.

sin hŏnpŏp 新 憲法
chŏ hanul edo sūlp'ŭm i 처 하늘 에도 슬픔 이
Han'guk sinhak nonmun ch'ŏng saegin 韓國 神學 論文 総 索引
kūndaesa ūi chae chomyŏng 近代史의 再 照明
4d. Write two coordinated characters, affixes, or substantives together as an integral part of the word.

such'urip chǒlch'ae 輸出入 節次
kungnaeoe sajöng 國内外 事情
Han'guk sŏhwaga inbo 韓國 書画家 印譜
ch'ŏngsonyŏn ege tûrinŭn Hanŏl 청소년 에게 드리는 한얼

4e. Write a single character suffix together with the word stem.

kongsanch'ŭk ùi chujang 共產側 的 主張
arümdaun tongmuldŭl 아름다운 동물들

4f. Add the binary chuŭi 主義 (used chiefly as a formative element) to its modifier as a suffix.

minjujuŭi 民主主義
Martŭk'ŭsŭ-chuŭi wa Kidokkyo 마르크스主義 와 基督教

5. Write any binary component of a compound as a single word, when possible.

t'oji kaeryang chohap 土地 改良 組合

5a. Write a single character substantive as part of the preceding binary element of a compound. Write a single character substantive or an additional modifier together as part of the binary element.

kukse kibonpôp 國税 基本法
chijŏng t'onggye chosap'yo 指定 統計 調査表
Han'guk chŏnt'ong mokcho kōnmuto 韓國 傳統 木造 建物図
kyeryang kyŏngjehakchŏk yŏn'gu 計量 経済学的 研究

5b. If two single character substantives appear in succession, write the second one as a separate word.

kukse kibonpôp non 國税 基本法論
chijŏng t'onggye chosap'yo chip 指定 統計 調査表集
hyŏndae chakka samsipsamin chip 現代 作家 三十三人 集
Chungguk kojŏn Hansiin sŏn 中國 古典 漢詩人選
5c. Write a single character noun as a separate word.

- hyŏn haengjŏng ha e che kisul 現行政下諸技術
- Moktan'gang haeng yolch'a 牧丹江行列表
- Han'guk Chunggong kan ūi kyo'yŏk 韓國中共間的交易

5d. Borrowed (Western) words or terms: When it can be determined that a word or words in Korean consisted of more than one word in the original language:

If they appear separately, write them separately.

- syeip'ū ŏp 塑伊普업
- t'ei'bŭl maenŏ 設伊布餐

If they appear without spaces, write them as a single word. Also provide an added entry or cross reference in which the word or words are separated in the same manner as in the original language.

- syeip'ū ŏp (originally shape up) 塑伊普업
  ADDED ENTRY: syeip'ū ŏp
- t'ei'bŭl maenŏ (originally table manners) 設伊布餐
  ADDED ENTRY: t'ei'bŭl maenŏ

If they appear with a center dot (.), write them separately.

- syeip'ū ŏp 塑伊普・업
- t'ei'bŭl maenŏ 設伊布・餐

6. Personal names

6a. Write a family name consisting of two characters as a single word. Hyphenate a given name in two characters or a courtesy name (in place of a given name), and capitalize only the first syllable.

- Ch'oe Ch'i-wŏn 崔致遠
- Yi Kwang-su 李光洙
- Kim So-wŏl 金素月
- Namgung Kak 南宮珏
- Sŏnu Chong-wŏn 鮮于宗源
6b. Write a pseudonym or other assumed name as one word.

Kim Sakkat  김 석각  
Ch’ungmugong 忠武公

6c. Write a Buddhist priestly or posthumous name as one word.

Iryŏn  一然  
Sŏk Myŏngjŏng  釋 明正

6d. Write a reign title, temple name, or title of nobility as one word without a hyphen.

T’aejo  太祖  
Yi Sejong  李 世宗  
Kwanggaet’o Wang  廣開土王  
Hyegyŏnggung Hong Ssi  惠慶宮 洪 氏  
Chang Hŭibin  張 禮㝧  
Hyŏnu Haengja  賢愚 行者

7. Corporate names, geographic names, names in publication titles, etc.

7a. Treat a corporate name also as a binary compound when possible. Write separately as binary elements general terms such as Hakhoe 学會, Hakkwa 学科, Kyohoe 教會, etc.

Han’guksa Hakhoe  韓國史 學會  
(Society of Korean History)  
Han’guk Sahakhoe  韓國 史學會  
(World History Society of Korea)  
Nasŏng Hanin Changno Kyohoe  拉聖 漢林 長老 教會  
Kugŏ Kungmun Hakkwa  國語 國文 學科  
Nodong Kijun Chosaguk  労動 基準 調査局  
Han’guk Hyumŏnisu’u-hoe  韓国 休閑ество•會

7b. Write a proper name, term of address, or publication title separately from its modifier and also separately from the word it modifies.

Wŏllam Yi Sang-jae Ong  月南 李 善在 奉
Hyphenate a generic term used as part of the name of a jurisdiction, and indicate phonetic changes, except in the case of the term pukto 部道.

Kangwŏn-do 江原道
Kyŏngsang-pukto 慶尚北道
Taegu-si 大邱市
Kahoe-dong 嘉會洞

Write a generic term for a type of topographic feature, architectural construction, or a corporate entity used as a part or a proper name, together with its name.

Hallasan 漢拏山
Naktonggang 洛東江
Tongnimmun 獨立門
Tonga Ilbosa 東亞日報社
Yurisŏng 유리城

Treat a generic term for a topographical feature or a jurisdiction also as a binary element when combined with another word.

T'aebaek sanmaek 太白山脈
Anju Kunminhoe 安州郡民會
Wŏnju kunji 原州郡誌
Sŏjangdae Manwŏl Sanjŏng 西壯台満月山頂

Abbreviated forms

Write contractions including proper names as a single word.

Yŏngamsaji 霊巖寺址
8b. Write an abbreviated or contracted proper name, Korean or foreign, as a single word.

ontul t'i Pukhan  오늘 의 北韓
Chŏn'gyŏngnyŏn 全經聯
Chunggongkwŏn t'i changnae 中共圈 의 將來

8c. Hyphenate abbreviated forms combined coordinately. Do not indicate phonetical changes. Write a single character substantive as part of the final element in that combination.

ch'oesin Pul-Han sajŏn 最新 佛韓 辞典
Sŏul Chung-Kodüng Hakkyo 서울 中高等 學校
sinyŏk Sin-Kuyak chŏnsŏ 新訳 新約 紙書
chung-tanp'yŏn sosŏl 中短篇 小説
Tang-Song 唐宋
Myŏng-Ch'ŏng 明清

9. Numerals

9a. In romanizing numbers and adjacent words, create binaries whenever possible. Write the pre-formative element che 結 joined to the following number to form a binary.

che-1 第1
cheil 第一
che-3 segye 第3 世界
chesam segye 第三 世界

However, prefer to join a number to a suffix or generic term that follows it with a hyphen (for example, ch'a 次, hoe 回, pŏn 年, yŏn 年). Do not indicate phonetical changes after the hyphen. In such cases, when che 結 precedes the number, separate it from the number.

che 1-ch'a 第1次
che ilch'a 第一次
che 3-chip 第3輯

In more complex situations, still attempt to create binaries when possible.

cheil, i Konghwaguk 第一・二 共和國
Write a spelled-out cardinal number as one word. In a number over one hundred, separate by hyphens without phonetic changes each unit of ten (sip ±), hundred (paek 百), thousand (ch'ŏn 千), etc.

ili'ch'ŏn-kubaek-yuksipp'allyŏn 一九八八年

Treat a contracted form of a cardinal number or calendar year as one word.

yuksibinyŏn saŏp kyeohoeck 六十二年 事業 計劃
62-yŏn saŏp kyeohoeck 62年 事業 計劃
tosi ch'illsibil 都市 七十一
tosi 71 都市 71

In cases of certain contracted numerals that have been firmly established through common usage, prefer that form.

sa-ilgu haksaeng ŭigŏ 四一九 學生 義舉
o-illyuk kunsŏa hyŏngmyŏng 五一六 軍事 革命
samil undong 三一 運動

Separate pure Korean numbers from counters and generic terms.

se pŏntchae 세 번째
ch'aek ne kwŏn 腕 内親
som han kŭn 속한근

CAPITALIZATION OF KOREAN

1. Each separately written word of a corporate name (except particles) or an abbreviation thereof is capitalized.

Han'guk Ilbosa 韓國 日報社
Taehan Sanggong Hoeŭiso 大韓 商工 會議所

2. Each separate word of a personal name is capitalized.

Yi Kwang-su 李光洙
Chŏng Yŏn-hŭi 鄭然喜

3. Titles and terms of address are capitalized.

Pak Taet'ongnyŏng 朴 大統領
4. Each separately written word of a geographic name is capitalized. An abbreviated geographical name is capitalized. An abbreviated geographical name is capitalized in coordinate compounds and at the beginning of other compound words.

Sŏul T'ŏkpyŏlsi 서울 특별시
Kyŏngbuk Sup'il Tonginhoe 경북 수필 동인회

5. The first word of the title of a book, periodical, or series is capitalized.

Hyŏndaekukchepŏp 現代 國際法
Silch'ŏnmunhakŭisijip 실천 문학의시집

6. Names of dynasties are capitalized.

Yijo obaengnyŏn 李朝 五百年
Myŏng-Ch'ŏng sidae 明清 時代

7. A word derived from a proper name is capitalized only if the name retains its full, original meaning.

Yangmyŏnghak yŏng'gu 陽明學 研究
Hyŏndaewa K'ŭrisuch'yanŭisinang 현대와크리스찬의신앙

8. Abbreviated forms combined coordinately are capitalized if called for by these guidelines.

Sin-Kuyak Sŏngsŏ 新旧約 聖書
Siryong Pul-Han sajŏn 실용 불한 사전

9. In all other cases, follow the directions found in the officially designated style manual.

PUNCTUATION

1. A centered point (•) indicating coordinate words is generally transcribed as a comma, except where the rules require a hyphen.

Nong-im-susan kyŏngje 農林水産 經濟
Chung-Kodŭng Hakkyo 中高等 學校

2. Brackets (·...·) used in the manner of quotation marks ("...") are transcribed as the latter.

"Munhak kwa chisŏng" siinsŏn 文學과知性 詩人選
"Si wa haebang" tongin sijip 「詩와 解放」동인 시집

DICTIONARIES TO BE USED AS AUTHORITIES IN KOREAN: [DATE]

To determine standard contemporary pronunciation in South Korea and North Korea:


南廣祐，韓國語 標準 發音 辞典。


現代 조선말 사전。

Basis for word division decisions in contemporary publications from South Korea and North Korea:


신편 국어 대사전。

*Hyŏndae Chosŏnmal sajö̖n*. 1981.

Supplementary source for word division decisions for classical publications:


古 法典 用語集。

To determine reading and pronunciation of Chinese characters:


張 三植。大 漢韓 辞典。


新 字典。
KOREAN ROMANIZATION AND WORD DIVISION: AN OUTLINE

PERUSE TEXT

PREPARE TO DIVIDE WORDS

WHEN IN DOUBT
CONSULT AUTHORITIES TO VERIFY IF TEXT IN QUESTION IS LEXICAL UNIT OR NOT
IF FOUND AS WORD IF NOT FOUND IN AUTHORITY IN AUTHORITY
CONNECT THAT WORD

APPLY WORD DIVISION GUIDELINES

CHECK PRONUNCIATION
CF HANCHA
IF PRONUNCIATION UNKNOWN OR IN DOUBT
CONSULT AUTHORITY TO VERIFY CORRECT READING

PREPARE TO ROMANIZE

WHEN IN DOUBT ABOUT PRONUNCIATION OF A WORD
CONSULT AUTHORITIES TO VERIFY PRONUNCIATION
IF FOUND IN AUTHORITY IF NOT FOUND IN AUTHORITY
USE AUTHORITY AS BASIS FOR ROMANIZATION; THEN
APPLY MCCUNE-REISCHAUER RULES AND LC PROCEDURES TO ROMANIZE
APPLY LC GUIDELINES FOR CAPITALIZATION AND PUNCTUATION