



|| GREETING FROM LORD ROTHSCHILD

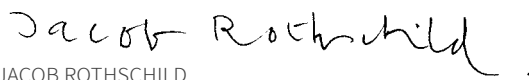
“I’ve often felt that my library explained who I was,” writes Alberto Manguel in *Packing My Library*, “and gave me a shifting self that transformed itself constantly throughout the years.”

The same could be said of the Hebrew books in the libraries across Italy; their printing, usage and distribution attest to the transformation of Italian Jewish life and the nature of scholarship over the centuries. Scholars believe that the first printed Hebrew books were produced in Rome in the late 1460s, and it is likely that the first of these was *Perush Al Ha Torah* [Commentary on the Torah] by Moses ben Nachman [Nachmanides]. The earliest dated Hebrew book [1475] is R. Shlomo Yitzchaki’s [Rashi] Commentary on the Torah was also printed in Italy. The Soncino family, originally from the Alsatian town of Speyer, settled in Soncino, a village in northern Italy and were responsible for printing approximately 135 Hebrew books between 1484 and 1547; they printed the first complete Hebrew Bible in Europe in 1488.

Much has happened in the printing and production of Hebrew books since the 1400s, and we owe a debt of gratitude to the guardians of these materials throughout Italy. I am therefore delighted and proud that Gesher L’Europa is embarking on a professional development programme to draw on the expertise of the National Library of Israel to support the librarians responsible for Hebrew books and to create a central catalogue which will be very important international resource. In particular, appreciate the collegiality of The National Central Library of Rome (BNCR) and professional skills of UCEI to bring the relevant Jewish communities together to launch this unique programme. Thanks are also due to Ms. Robin Nobel, Senior Grants Manager at RFHE and Ms. Caron Sethill, the Programme Manager of Gesher L’Europa at the NLI – without their commitment and attention to detail, this project would not have come to fruition.

Our Israeli foundation, Yad Hanadiv and my family are honoured to be associated with the building of the National Library of Israel, scheduled for completion in 2021. Prime Minister Netanyahu said at the ground-breaking ceremony, the NLI ‘will be a focus of national pride... a beacon of light to the nations... We will all reap the fruits of the tree of knowledge that will take root here and grow higher and higher.’ This project to create a Union Catalogue of Hebrew Books in Italy is a perfect example of our intent that the NLI should be a library without borders – with links to Jewish communities, people and libraries wherever they may be, drawing on the cyber revolution to enhance community engagement, digital preservation, open access, and collaborative projects globally.

I look forward to seeing the results of this exciting collaboration.


JACOB ROTHSCHILD



L'ebraismo italiano ha una storia lunga di oltre duemila anni, nel corso dei quali le comunità ebraiche hanno contribuito allo sviluppo culturale, sociale ed economico del Paese dando un apporto incisivo in molti ambiti. Tra questi, va certamente annoverata l'arte della stampa, che si andò diffondendo a partire dalla seconda metà del XV secolo da Roma a Reggio Calabria passando per Soncino e Venezia. Un mestiere, quello dello stampatore, che vide gli ebrei in prima linea, in particolare nel centro nord, dove le stamperie ebraiche contribuirono alla preservazione e alla diffusione dei libri ebraici, dai testi sacri alle opere di grandi maestri, dai commentari ai trattati di autori coevi.

Oggi quei volumi sono un patrimonio di inestimabile valore, e costituiscono una imprescindibile fonte di informazioni ed approfondimenti per gli studiosi.

Grazie alla Rothschild Foundation Hanadiv Europe, che ha scelto di sostenere generosamente quest'iniziativa insieme alla National Library of Israel, alla Biblioteca Nazionale Centrale di Roma e all'Unione delle Comunità Ebraiche Italiane questo patrimonio diventerà oggetto di un importante e lungimirante progetto di catalogazione generale e unitaria. Le informazioni relative ad ogni volume saranno reperibili da qualsiasi parte del mondo facilitando enormemente il lavoro degli studiosi di ebraistica consentendo una visione ampia delle fonti e della produzione intellettuale ebraica, non solo in Italia ma in gran parte d'Europa, grazie ai paralleli percorsi in corso d'implementazione in altri Paesi.

Creare un catalogo unitario dei libri ebraici a stampa antichi presenti in Italia e in Europa significa contribuire una volta di più alla preservazione, alla trasmissione e alla valorizzazione della storia, della tradizione e della cultura ebraica.

Auspitando dunque la migliore riuscita del progetto, invio a tutti coloro che nella pratica lo porteranno avanti un caloroso shalom e i migliori auguri di buon lavoro.

Noemi Di Segni

Presidente Unione Comunità Ebraiche Italiane

Come noto, molte delle biblioteche statali italiane detengono importanti fondi ebraici, dimostrando il forte interesse rivolto nel corso del tempo all'ebraismo in genere, agli studi biblici e alle tradizioni orientali, tematiche già presenti nella cultura italiana fin dai tempi remoti e documentati in tutti i fondi librari delle collezioni preunitarie.

In particolare, vorrei evidenziare la presenza ebraica nelle tre Biblioteche che ho avuto l'onore di dirigere: in primo luogo la Palatina di Parma, che conserva il fondo appartenuto all'abate Gian Bernardo De Rossi, eccezionale raccolta comprendente materiali veramente unici e di pregio, quali splendidi codici miniati, tra i quali la celebre Bibbia di Toledo, il salterio con rappresentazioni di strumenti medievali, l'unica copia sopravvissuta del più antico testo stampato in caratteri ebraici con data certa (1475), la serie quasi completa di edizioni prodotte dalla famiglia Soncino. Segue, per l'importanza dei fondi, la Nazionale Universitaria di Torino, dove si trova un fondo di opere a stampa - tra cui pezzi provenienti dalle collezioni di Casa Savoia e altri dalla donazione dell'abate Tomaso Valperga di Caluso - che costituisce una fonte straordinaria per studiare la storia della tipografia ebraica. Infine, la Nazionale Braidense che possiede la raccolta donata dai fratelli Lattes. A Roma, poi, non possono essere dimenticate le Biblioteche Casanatense e Angelica, nelle quali sono presenti ricchi fondi di cinquecentine.

Spesso tali collezioni, soprattutto per quanto riguarda i manoscritti e le edizioni dei secoli XV - XVI, sono stati oggetto in questi ultimi anni di interventi di catalogazione - effettuati anche in collaborazione, soprattutto per i manoscritti, con la National Library of Israel - di riproduzione tramite microfilm, di digitalizzazione (la Palatina ha partecipato al progetto europeo Judaica Europeana che ha riguardato gli incunabili e parte delle cinquecentine), e di valorizzazione. Tra le iniziative finalizzate alla valorizzazione, che ho avuto il piacere di promuovere, vorrei segnalare ancora quelle della Palatina, che ha messo in atto numerosi restauri - spesso grazie a campagne di fund raising - attività espositive ed eventi particolari: sono stati addirittura organizzati in Biblioteca un seder didattico, con la lettura dell'Hagaddah e la consumazione di piatti della tradizione pasquale ebraica, e una festa di Purim, con la lettura di parti di un rotolo di Ester di proprietà della Biblioteca. Da segnalare, inoltre, la mostra sui libri ebraici, completata da straordinari oggetti in argento usati nella liturgia ebraica, posseduti ancora da famiglie della città, tenutasi alla Biblioteca Nazionale Universitaria di Torino.

Per quanto sopra esposto e per i proficui rapporti culturali da me intrattenuti in questi anni con i rappresentanti dell'Unione delle Comunità ebraiche italiane e della National Library of Israel, sono lieto di partecipare a questo straordinario e ambizioso progetto di censimento completo delle raccolte ebraiche fortemente auspicato dalla comunità scientifica di tutto il mondo, che, portato a compimento, costituirà un prezioso strumento di conoscenza per studiosi e ricercatori, la cui realizzazione sarebbe stata impensabile senza il sostegno della generosa Fondazione Rotschild.

La Biblioteca Nazionale Centrale di Roma che oggi ho l'onore di dirigere, riconoscendo nel progetto un'importante contributo per la cultura italiana tutta, mette a disposizione la propria esperienza nel campo della digitalizzazione e s'impegna a collaborare alla cura scientifica insieme agli esperti della National Library of Israel, alla formazione del personale incaricato e alla creazione della banca dati nonché della relativa teca che costituirà il portale attraverso cui consultare il catalogo del patrimonio bibliografico ebraico italiano.

Andrea De Pasquale

Direttore della Biblioteca Nazionale Centrale di Roma

Overview

Home to the intellectual and cultural treasures of Israel and the Jewish people, the National Library of Israel (NLI) has recently embarked on a visionary journey of renewal, incorporating a wide range of initiatives to preserve and make these treasures available to diverse audiences in Israel and across the globe

One of these initiatives is Gesher L'Europa (GLE), a Bridge to Europe, <https://europe.nli.org.il/> creating opportunities for people working within Jewish settings to connect with the NLI and engage with our diverse and extensive collections. As part of this programme, the NLI have developed a training and development programme, At the Source, to help Librarians and archivists who work with Jewish collections, to preserve and conserve Jewish heritage in Europe, using practical tools and up-to-date technology.

To date, At the Source has trained librarians and archivists from Bosnia, Bulgaria, Croatia, Czech Republic, France, Germany, Greece, Latvia, Lithuania, Macedonia, Netherlands, Serbia, and Slovenia, and the Ukraine.

|| Italian Jewish Heritage – a unique and ancient legacy

The history of Jewish Communities in Italy dates back to the early time of the Roman empire, and its rich legacy of cultural heritage can be found in synagogues, cemeteries, libraries and archives across the country from Piedmont in the North, to Sicily in the South. Manuscripts, incunabula and old books are an important testimony of Jewish life in Italy and to the development of Jewish books and printing across Europe. However, in many cases, there are limited staff and resources to take care of and preserve these precious materials.

A more fundamental approach is therefore needed in order to ensure that Hebrew books in Jewish collections in Italy are protected, maintained according to professional standards and made accessible to the research community and wider public.

This project, a partnership between the Union of Italian Jewish Communities (UCEI), The National Central Library of Rome (BNCR) and the National Library of Israel (NLI), aims **to protect, preserve and make accessible all Hebrew book holdings in Italy.**

The project has 3 key objectives:

1. To raise awareness and appreciation at the community level of the importance of their collections.
2. To train a cohort of Jewish community Librarians with basic knowledge and skills for understanding their collections and organizing a library.
3. To pilot the process for creating a Union Catalogue – a standardized, reliable and accessible record of books in Hebrew script, hosted by the National Central Library of Rome.

Partner Organisations

This is a unique opportunity, bringing together 3 strategic partners, each making an essential contribution towards achieving the overall aim.

UCEI – the initiators and managers of the project, and the gateway to the participating Jewish communities and institutions who hold Hebrew script book collections.

BNCR – a leading institution for Italian libraries, whose expertise and technological facilities (Digital TECA) provide the ideal venue / environment for hosting the Union Catalogue of Hebrew books.

NLI – who have the largest and most diverse collection of Judaica in the world, and have the specific expertise and experience for caring for Hebrew / Jewish collections, and managing large scale Hebrew cataloguing processes.

The project aim, to preserve and make accessible Hebrew book collections across Italy, is an innovative and ambitious one. We will be starting by piloting the process with selected collections, to closely monitor progress, and learn lessons as we go. In the next phases of the programme we hope to expand to include more different communities and collections.

Once the process has been tested and refined, we hope to be able to expand this pilot to include other collections across Jewish communities and other institutions in Italy.

|| Implementation process

The proposed project process will comprise 4 main components carried out by different personnel:

1. Organising and preparing the physical collection of Hebrew script books, by collection staff and volunteers.
2. Photographing key pages and uploading the digital images to a central storage system, by professional photographers.
3. Creating the catalogue records for each collection, by professional cataloguers.
4. Merging the records into a Union Catalogue for transferal onto the BNCr Digital TECA system.

See the flowchart setting the process out in more detail in Section x.x / on page x

|| The training course

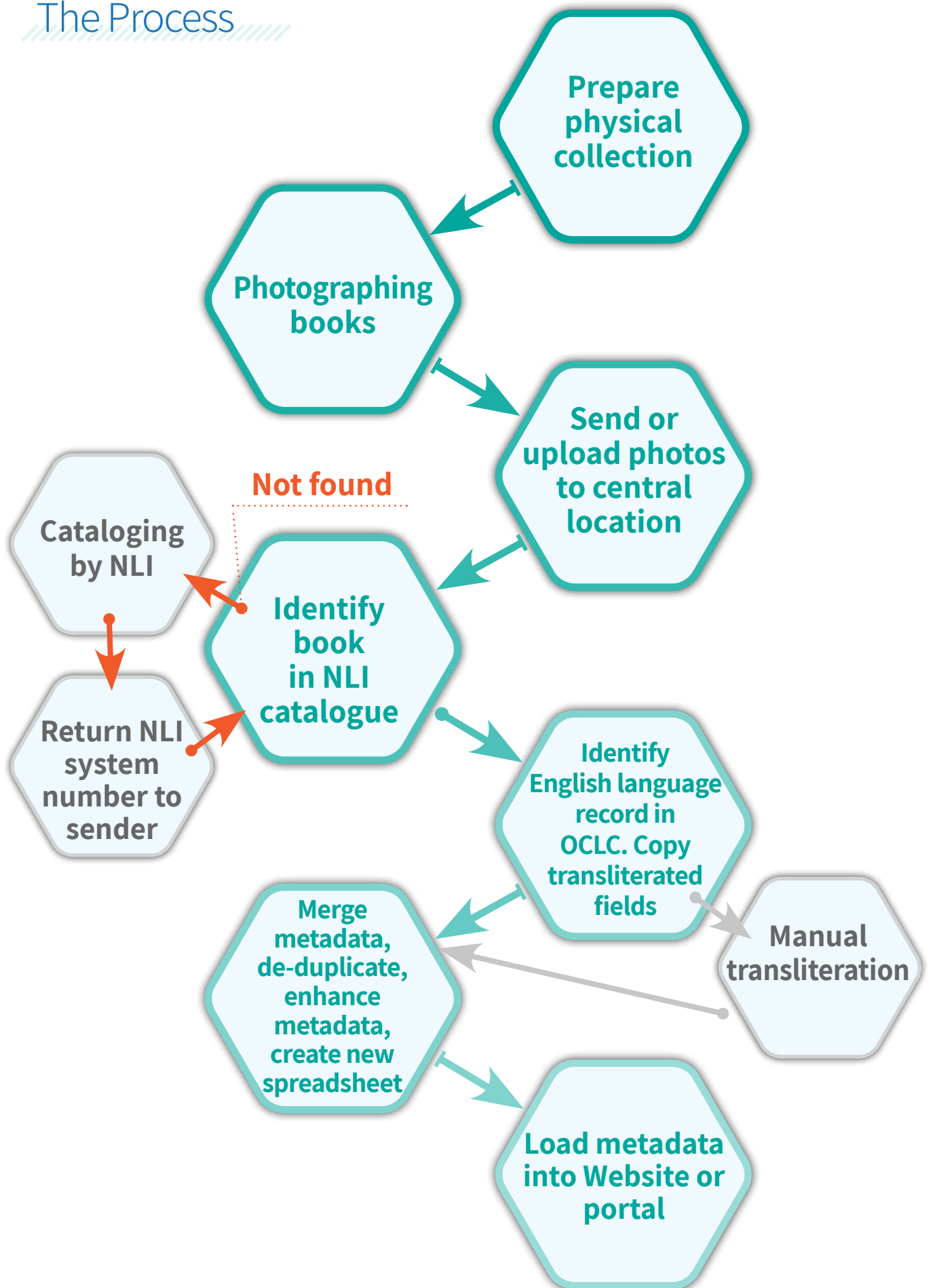
The implementation process requires a range of roles, to be carried out by relevant staff and professionals, who will need to work together.

The training course at the start of the project aims to help ensure that everyone understands the whole process and their role within it. This manual will be used to guide the training, and also as a reference for the project teams, as they proceed with implementation.

In addition to this manual, the NLI team will be standing ready to help with professional advice and support as needed through the process. (see the list of contacts on the last page of this guide)

This pilot project has been made possible through the generous support of the Rothschild Foundation Hanadiv Europe.

The Process



Preparing the physical collection

1. Locate the books written in **Hebrew** script, which will be part of the project

If the books are not in a central location, prepare a list of their various locations (include all relevant information, for example which bookcases or boxes they are in) or move the books so that they are in one place.

2. Numbering the books

If the book does not already have a shelf mark, "segnatura" (usually alphanumeric code indicating the physical location of a book), create one.

Use an alphabetic abbreviation for the library, plus a consecutive number.

Examples:

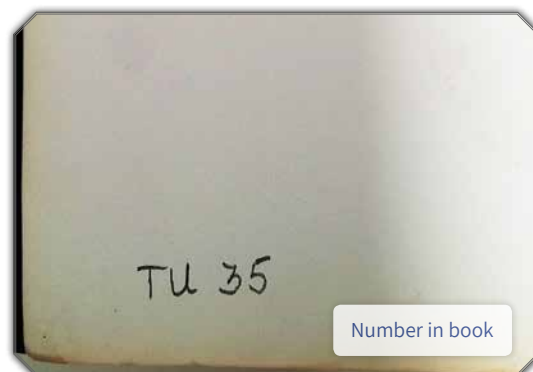
RO 1 (or ROMA 1)

TU 35 (or Turino 35)

GE 145 (or Genoa 145)

Use a sharp pencil and write the number in the book. Always write it in the same place (for example in the inside front cover or on the bottom or top of the title page).

3. Select 10% or maximum 500 physical volumes from your Hebrew collection to be included in the pilot and separate them into one location.



Equipment needed

- Camera
- Cable
- Power supply
- Portable stand with lights
- Laptop
- Two rulers
- Table
- Sponges
- Sheet glass

Photographing the books

This section is presented in the accompanying film.

Use rulers as in the example below. The size of the book helps in identifying the work.



|| Which pages should be photographed?

The following images show examples of the pages which should be photographed for each book.

- Front cover



- Title page/s



- Spine – only If there is no title page and no title on the cover



spine

- Page from the middle of the book
- Last page or last numbered page



Last page 1



Last page 2

- Colophons

A colophon is an inscription at the end of a book or manuscript, usually with information about the book's production (place, printer, date).

This publishing information is very important for identifying the book.



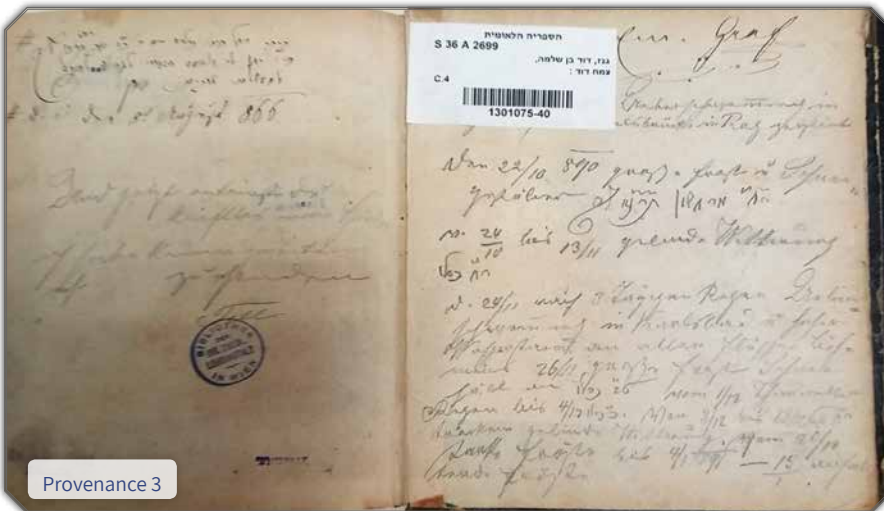
- Provenance information, these are often at the beginning or end of the book.

The definition of Provenance is "the history of ownership of a valued object or work of art or literature".

Provenance information includes stamps, autographs, handwritten notations on blank pages or in the margins of the books, which give more information about the origins and history of the book.

The following images are examples of books with provenance information on the title page. Notice the stamps at the bottom of the page.

This book has numerous handwritten notations



Please note: books that are bound with another book or books, should be treated as a separate entity and photographed separately

Cataloguing

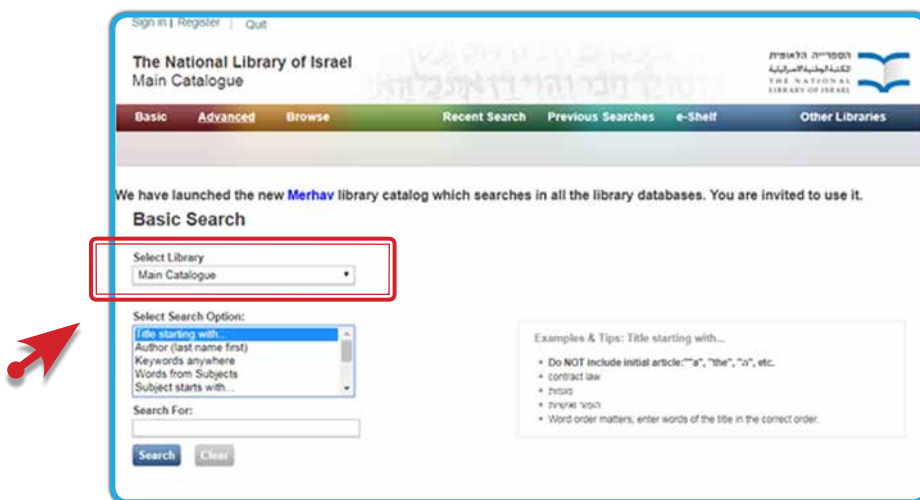
|| Searching the National Library of Israel catalogue

There are two interfaces for searching the catalogue:

- OPAC (Online Public Access Catalogue)
http://aleph.nli.org.il/F/A1M2MA1HRSU5NYXQ3M9AKVB2JTYTPA8BNAS3LTCBQYFF7RGR9V-06438?func=find-b-0&con_lng=eng
Ignore request to Login
Select Old Catalogue under E-Resources (third column from left lower down on the screen)
- Merhav (Discovery tool, similar to a Google search)
http://merhav.nli.org.il/primo-explore/search?vid=NLI&lang=en_US&sortby=rank

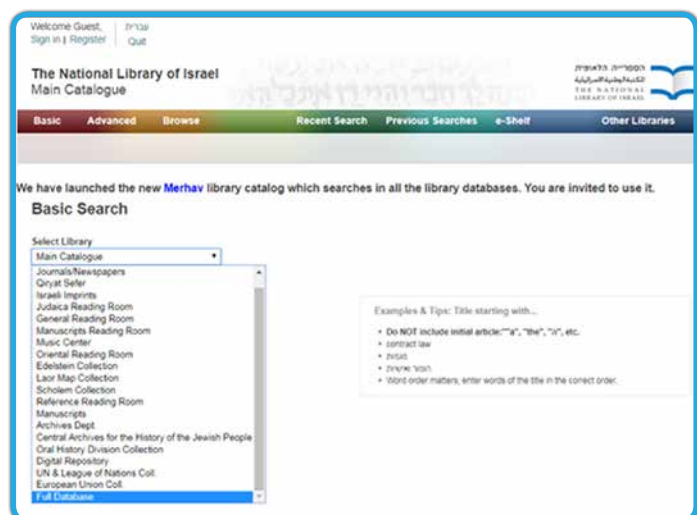
The OPAC is a better tool for the cataloguer. There are more search options and there is an option for viewing the MARC fields.

|| Searching the OPAC

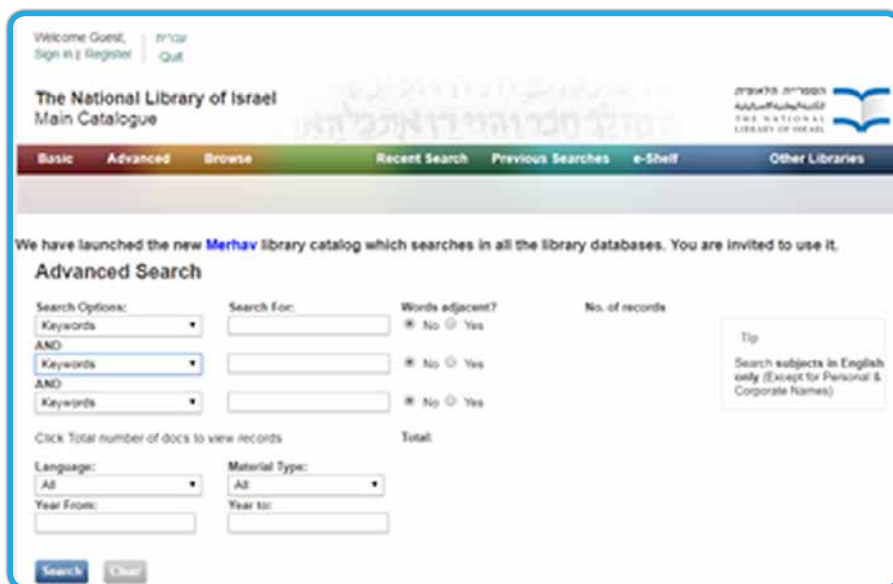


The default browse screen is set to search the Main Catalogue

Change "Select Library" box to Full Database (last option). This option provides many more searchable fields, for example, place of publication and language. This screen allows the cataloguer to browse an author, title, publisher, etc.



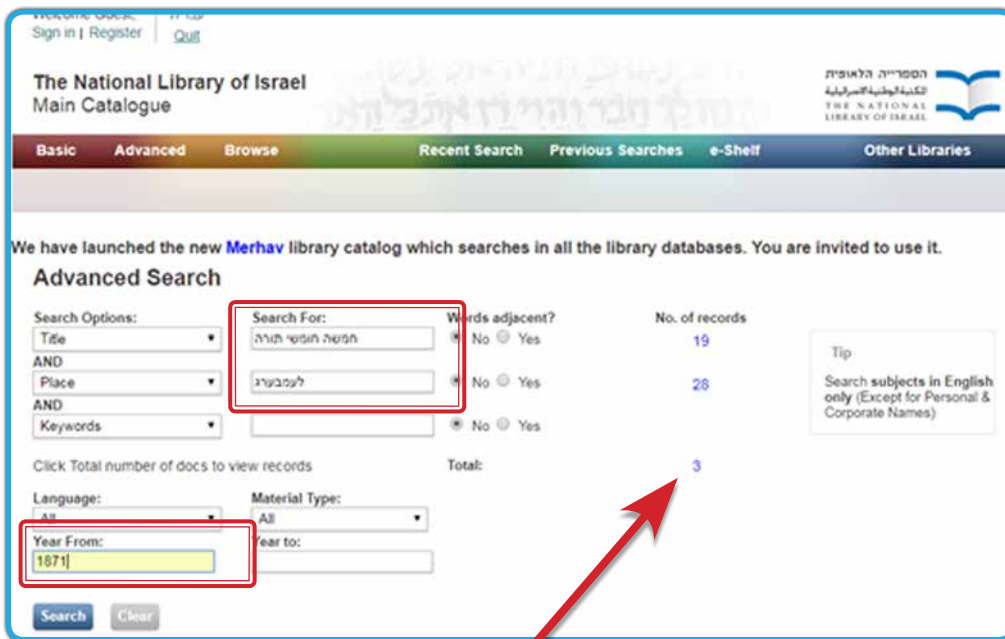
There is also an advanced search option which allows the user to perform Boolean searches.



Example:

The known elements: title (חמשה חומשי תורה); place of publication (לעמבערג), year of publication (1871)





Using the advanced search option results in 3 possibilities

Click on the 3 to view the results



The book we searched is no. 2.

Click on no. 2.

The MARC fields can be viewed by click on MARC.

Some of the records are accompanied by thumbnail images.

Names of authors and other contributors may also appear in either plene or defective spelling and names from languages other than Hebrew may be normalized to a Hebrew-compatible spelling. In many names the ץ may have been removed and ן may have been replaced by א.

4. Books with missing or damaged title pages

- Is there a title in any of the other images?
- Is it possible to identify the book from the content and publishing data?

|| Place names

The NLI maintains an authority file of place names, which enables the name to be searched by multiple forms.

The full catalogue record will usually include, in the imprint field, the form which appears in the book and will also include the uniform place name in Latin characters in an additional field.

In the first example above, the place of publication is לעמבערג. Variants of the name are: לבוב, למברג, L'viv, Lvov, Lemberg, etc. the uniform place name is L'viv (Ukraine).

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041	[a heb
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24510	[a] ... חמשה חומשי תורה ... : [ב] (עם שלשה תרגומים ... ועם שני פירושים ... אור החיים, תבוח ... מו"ל חיים [עסר, והשני ... מאור ושמש, הביט ... מו"ל קלרניס קלמן ...].
24633	[a] חמשה חומשי תורה
250	[a] .T. 4.
260	[a] לעמבערג ; [ב] דפוס פ. באלאבאן. c 1871
300	[a] כרכים 1, 2, 4 ; [ב] c.
500	[a] כרכים 1, 2, 3 אינם בספרייה האומנות. תאור הכרכים נטוי על פי צילום השער והדף האחרון מעותק ספריית הקהילה היהודית בזאגרב.
500	[a] סנף שער ממרט.
5058	[a] התאג:
5058	[a] 4 : במדבר. [2] רטב. טו. [15] ד'
588	[a] תאור כרכים 1, 2, 3 נטוי על פי צילום השער והדף האחרון מעותק ספריית הקהילה היהודית בזאגרב.
630 4	[a] [b] [c] [d] [e] [f] [g] [h] [i] [j] [k] [l] [m] [n] [o] [p] [q] [r] [s] [t] [u] [v] [w] [x] [y] [z] [aa] [ab] [ac] [ad] [ae] [af] [ag] [ah] [ai] [aj] [ak] [al] [am] [an] [ao] [ap] [aq] [ar] [as] [at] [au] [av] [aw] [ax] [ay] [az] [ba] [bb] [bc] [bd] [be] [bf] [bg] [bh] [bi] [bj] [bk] [bl] [bm] [bn] [bo] [bp] [bq] [br] [bs] [bt] [bu] [bv] [bw] [bx] [by] [bz] [ca] [cb] [cc] [cd] [ce] [cf] [cg] [ch] [ci] [cj] [ck] [cl] [cm] [cn] [co] [cp] [cq] [cr] [cs] [ct] [cu] [cv] [cw] [cx] [cy] [cz] [da] [db] [dc] [dd] [de] [df] [dg] [dh] [di] [dj] [dk] [dl] [dm] [dn] [do] [dp] [dq] [dr] [ds] [dt] [du] [dv] [dw] [dx] [dy] [dz] [ea] [eb] [ec] [ed] [ee] [ef] [eg] [eh] [ei] [ej] [ek] [el] [em] [en] [eo] [ep] [eq] [er] [es] [et] [eu] [ev] [ew] [ex] [ey] [ez] [fa] [fb] [fc] [fd] [fe] [ff] [fg] [fh] [fi] [fj] [fk] [fl] [fm] [fn] [fo] [fp] [fq] [fr] [fs] [ft] [fu] [fv] [fw] [fx] [fy] [fz] [ga] [gb] [gc] [gd] [ge] [gf] [gg] [gh] [gi] [gj] [gk] [gl] [gm] [gn] [go] [gp] [gq] [gr] [gs] [gt] [gu] [gv] [gw] [gx] [gy] [gz] [ha] [hb] [hc] [hd] [he] [hf] [hg] [hh] [hi] [hj] [hk] [hl] [hm] [hn] [ho] [hp] [hq] [hr] [hs] [ht] [hu] [hv] [hw] [hx] [hy] [hz] [ia] [ib] [ic] [id] [ie] [if] [ig] [ih] [ii] [ij] [ik] [il] [im] [in] [io] [ip] [iq] [ir] [is] [it] [iu] [iv] [iw] [ix] [iy] [iz] [ja] [jb] [jc] [jd] [je] [jf] [jg] [jh] [ji] [jj] [jk] [jl] [jm] [jn] [jo] [jp] [jq] [jr] [js] [jt] [ju] [jv] [jw] [jx] [jy] [jz] [ka] [kb] [kc] [kd] [ke] [kf] [kg] [kh] [ki] [kj] [kl] [km] [kn] [ko] [kp] [kq] [kr] [ks] [kt] [ku] [kv] [kw] [kx] [ky] [kz] [la] [lb] [lc] [ld] [le] [lf] [lg] [lh] [li] [lj] [lk] [ll] [lm] [ln] [lo] [lp] [lq] [lr] [ls] [lt] [lu] [lv] [lw] [lx] [ly] [lz] [ma] [mb] [mc] [md] [me] [mf] [mg] [mh] [mi] [mj] [mk] [ml] [mm] [mn] [mo] [mp] [mq] [mr] [ms] [mt] [mu] [mv] [mw] [mx] [my] [mz] [na] [nb] [nc] [nd] [ne] [nf] [ng] [nh] [ni] [nj] [nk] [nl] [nm] [nn] [no] [np] [nq] [nr] [ns] [nt] [nu] [nv] [nw] [nx] [ny] [nz] [oa] [ob] [oc] [od] [oe] [of] [og] [oh] [oi] [oj] [ok] [ol] [om] [on] [oo] [op] [oq] [or] [os] [ot] [ou] [ov] [ow] [ox] [oy] [oz] [pa] [pb] [pc] [pd] [pe] [pf] [pg] [ph] [pi] [pj] [pk] [pl] [pm] [pn] [po] [pp] [pq] [pr] [ps] [pt] [pu] [pv] [pw] [px] [py] [pz] [qa] [qb] [qc] [qd] [qe] [qf] [qg] [qh] [qi] [qj] [qk] [ql] [qm] [qn] [qo] [qp] [qq] [qr] [qs] [qt] [qu] [qv] [qw] [qx] [qy] [qz] [ra] [rb] [rc] [rd] [re] [rf] [rg] [rh] [ri] [rj] [rk] [rl] [rm] [rn] [ro] [rp] [rq] [rr] [rs] [rt] [ru] [rv] [rw] [rx] [ry] [rz] [sa] [sb] [sc] [sd] [se] [sf] [sg] [sh] [si] [sj] [sk] [sl] [sm] [sn] [so] [sp] [sq] [sr] [ss] [st] [su] [sv] [sw] [sx] [sy] [sz] [ta] [tb] [tc] [td] [te] [tf] [tg] [th] [ti] [tj] [tk] [tl] [tm] [tn] [to] [tp] [tq] [tr] [ts] [tt] [tu] [tv] [tw] [tx] [ty] [tz] [ua] [ub] [uc] [ud] [ue] [uf] [ug] [uh] [ui] [uj] [uk] [ul] [um] [un] [uo] [up] [uq] [ur] [us] [ut] [uu] [uv] [uw] [ux] [uy] [uz] [va] [vb] [vc] [vd] [ve] [vf] [vg] [vh] [vi] [vj] [vk] [vl] [vm] [vn] [vo] [vp] [vq] [vr] [vs] [vt] [vu] [vv] [vw] [vx] [vy] [vz] [wa] [wb] [wc] [wd] [we] [wf] [wg] [wh] [wi] [wj] [wk] [wl] [wm] [wn] [wo] [wp] [wq] [wr] [ws] [wt] [wu] [wv] [ww] [wx] [wy] [wz] [xa] [xb] [xc] [xd] [xe] [xf] [xg] [xh] [xi] [xj] [xk] [xl] [xm] [xn] [xo] [xp] [xq] [xr] [xs] [xt] [xu] [xv] [xw] [xx] [xy] [xz] [ya] [yb] [yc] [yd] [ye] [yf] [yg] [yh] [yi] [yj] [yk] [yl] [ym] [yn] [yo] [yp] [yq] [yr] [ys] [yt] [yu] [yv] [yw] [yx] [yy] [yz] [za] [zb] [zc] [zd] [ze] [zf] [zg] [zh] [zi] [zj] [zk] [zl] [zm] [zn] [zo] [zp] [zq] [zr] [zs] [zt] [zu] [zv] [zw] [zx] [zy] [zz]
751	[a] L'viv (Ukraine) [b] lat [c] place of publication
969	[a] דפוס פ. באלאבאן
999	[a] BOOK
BAS	[a] GEN

|| Dates

Hebrew letters also have a numerical value, and are commonly used instead of Arabic numerals for dates. Dates are often recorded as chronograms or verses.

For the numerical value of the letters and a more complete explanation, please see [Historic Libraries Forum Brief Guides to Non-English Languages, 2 Hebrew, page 5.](#)

In the following example the date appears as a verse: נא כח ה לפ"ג ועת ה' יגדל

The value of the verse converts to the Hebrew date [תקקג]1763.

Note that only the words in red at the bottom of the page are used to calculate the date.

1. Numerical Hebrew dates

There is a complete explanation in Historic Libraries Forum Brief Guides to Non-English Languages, 2 Hebrew, page 6.

Hebrew date converter: <https://www.hebcal.com/converter/>

2. לפ"ג, לפ"ק – Translating Jewish years into numbers

Jewish tradition counts years from the date the world was created. The secular year 2018 is (for the most part) the Jewish year 5778 ה'תשע"ח: years since the creation of the world which, according to Jewish tradition, occurred in 3758 BCE.

In practice, most sources will drop the letter which signifies the thousands of years which have passed since Creation. For example, a statement of publication might read 778) תשע"ח (years since Creation), and not ה'תשע"ח (5778) years since Creation).

Publishers and printers often specified whether the thousands are included or dropped. Years without the thousands are לפ"ק (li-ferat̄ q̄ṭan̄). Years which include the thousands are לפ"ג (li-ferat̄ gadol).

Jewish Gen has a webpage which will convert between Hebrew letters and numbers:

https://www.jewishgen.org/InfoFiles/m_jyear.htm

Chabad has a webpage which will convert between Hebrew and Gregorian years:

https://www.chabad.org/calendar/converter_cdo/aid/6225/jewish/Jewish-Hebrew-Date-Converter.htm

Important note: The Jewish year starts around September. There may be information about a month or date of publication/printing on the title page, title page verso, colophon, or any other location. Books issued during the months Tishre and Heshvan, and sometimes Kislev, will be listed under the secular year prior to that which will result from applying the conversion formula. (For example: תשרי תשע"ח was in 2017, not in 2018.)

The Sacred Name in books printed in Livorno

Livorno printers replaced the tetragrammaton that appeared in chronograms with the letter ה. Despite what is written, when calculating the date the tetragrammaton's full value of 26 should be used in the calculation.

For example, the chronogram יהחל'יש'ר'א'ל'א'ל'ה would appear to equal the year 577. As this book was printed in Livorno and the Biblical verse from which the chronogram is taken (Psalms 131:3) includes the tetragrammaton, the true date is 598. (Please note: this is also an example of a date li-ferat̄ q̄ṭan̄.)

The firm c2kb has an add-on for the Chrome browser which will calculate gematriyot, including chronograms:

עיוול ראשי A 3161 59	סידור. תקצ"ח. ליוורנו
כותר	ספר תפלת החדש : כמנהג ק"ק ספרדים. יום ביומו ... עם פרקי שבת, מזמורים ועמידות של שלש רגלים, דיני הזכרת גשם וטל ותפלות וכוונות להרב חיד"א ...
דפוסת מקום קשור	ליוורנו : דפוס א"מ אוטולינגי, יחל'יש'ר'א'ל'א'ל'ה [תקצ"ח]. Livorno (Italy)
תאורת	רד ד' ; 19 ס"מ
הערה	בפרט יש לחשב את שם ה' במילואו (26). בסוף הסדור לוח המולדות משנת תקצ"ט ועד תר"ל.
מגבלות	No restrictions; Permissions officer; Israel Copyright Act
אודות כת' א נושאים	Siddur Judaism - Sephardic rite - Liturgy - Texts
כת' אנליטי	תפלת החדש
סוג חומר	BOOK
מספר מערכת	001747166

https://chrome.google.com/webstore/detail/%D7%9E%D7%97%D7%A9%D7%91%D7%95%D7%9F-%D7%92%D7%99%D7%9E%D7%98%D7%A8%D7%99%D7%94/enolhgpgnnlmhplkcmmbifkbfeadoh?hl=en-US&utm_source=chrome-ntp-launcher

3. Multi volume set

Examples include sets of prayer books, Bibles and volumes of the Talmud.

If the resource is more than one volume, the date in the imprint field may be only the beginning or end date. The date for a particular volume may appear in the notes.

|| Points to consider

Prayer books

Prayer books (siddurim, machzorim, silichot, tikkunim, etc.) often differ from other prayer books only in minor details.

- Sometimes the difference is merely the first letter in the name of the printer (for example, three printers of machzorim from Rödelheim: (ז' לעהרבערגער, י' לעהרבערגער, מ' לעהרבערגער).
- Additional major differences, such as tradition (מנהג) or rite (נוסח) can be of aid in making an accurate identification. Sometimes the differences or variations are mentioned in the cataloguing record only in a note and not in the title or imprint fields.
- Height can also be an identifying characteristic since the same works were often printed in different formats.
- Script of translations is another method of identification: for example, the German translation was sometimes written in Latin characters and other times in Hebrew characters.

Bibles

In many cases the same publisher printed various formats of the Bible in the same year: with and without vowels, with and without translation, with and without Rashi's commentary, etc.

Tractates of the Babylonian Talmud

Generally all the tractates of a particular order of the Talmud were printed as a set, but sometimes a lone tractate would be published to coincide with its being learned in the study hall.

Books bound together

Treat each book as a separate entity. Search each publication. Record each publication on a separate line in onto the Excel spreadsheet. The Library's shelf number for all the publications bound together will be identical.

What to do when you are unable to identify a publication

If you have searched in the NLI catalogue and have not been able to identify the book within 20 minutes, the NLI Hebrew Cataloguing department will catalogue the book as an original new item.

Please send the images of unidentified volumes in batches of 4-5 books. Do not accumulate titles.

Identifying books in OCLC

The OCLC Connexion is a full service cataloguing tool which allows member institutions to search, create and edit high-quality bibliographic and authority records and then share them with the entire OCLC cooperative.

In the framework of this project, the OCLC Connexion will be used to search records and copy pre-determined Romanized (transliterated) fields into the Metadata Spreadsheet.

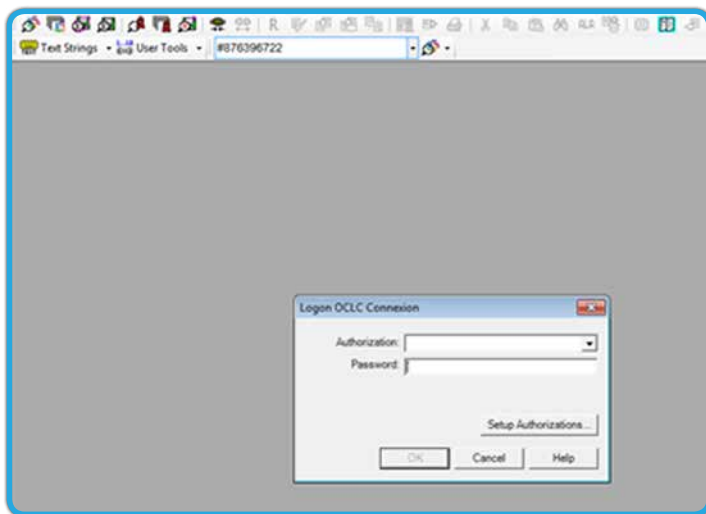
The purpose of searching in the OCLC Connexion is to find the transliterated titles, imprint and physical description information in Latin characters. It is permissible to copy a title, assuming it is the correct title, even if all of the other details are not exactly the same.

|| Downloading the OCLC Connexion Client

- Go to:

<https://www.oclc.org/support/software-reports/cataloging-software-downloads.en.html>

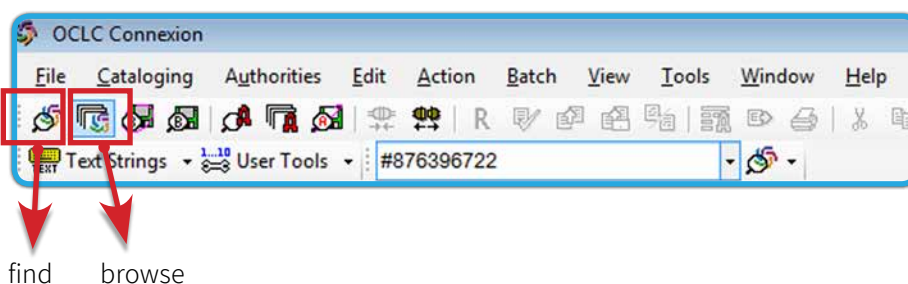
- Read terms and click " Accept Terms and Conditions before downloading software"
- Download Connexion client 2.63 complete software (82M).
A username and password is necessary to download the software. These will be given to the cataloguers during the training session.
- Set username and password
Click on file and then on Logon
Click on set authorizations and enter the username and password



|| Searching bibliographic records in the OCLC Connexion

It is possible to perform find or browse searches by clicking on the appropriate icons in the tool bar at the top of the screen.

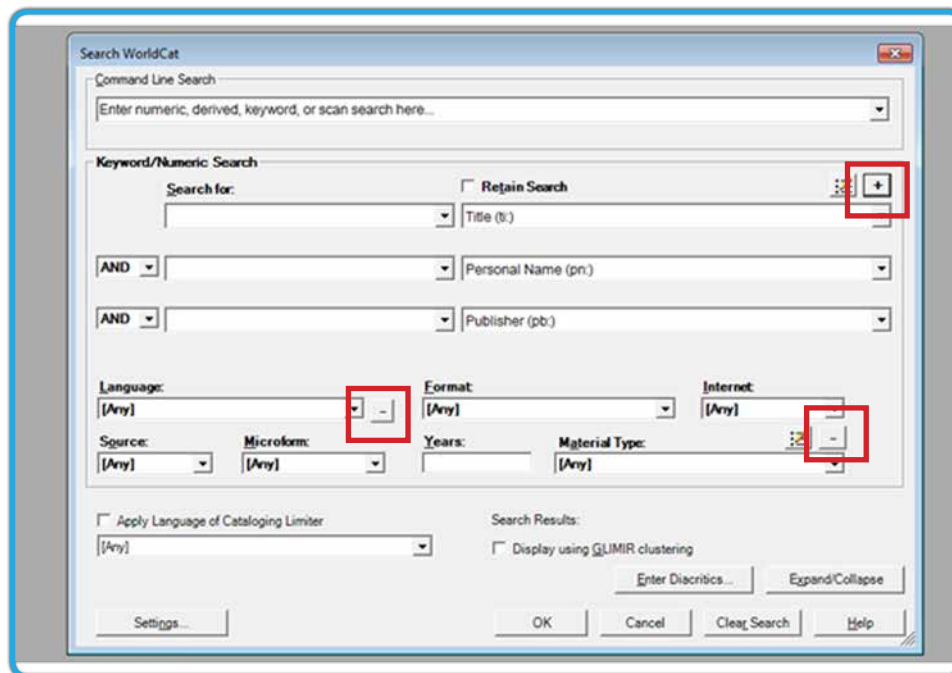
Find bibliographic records



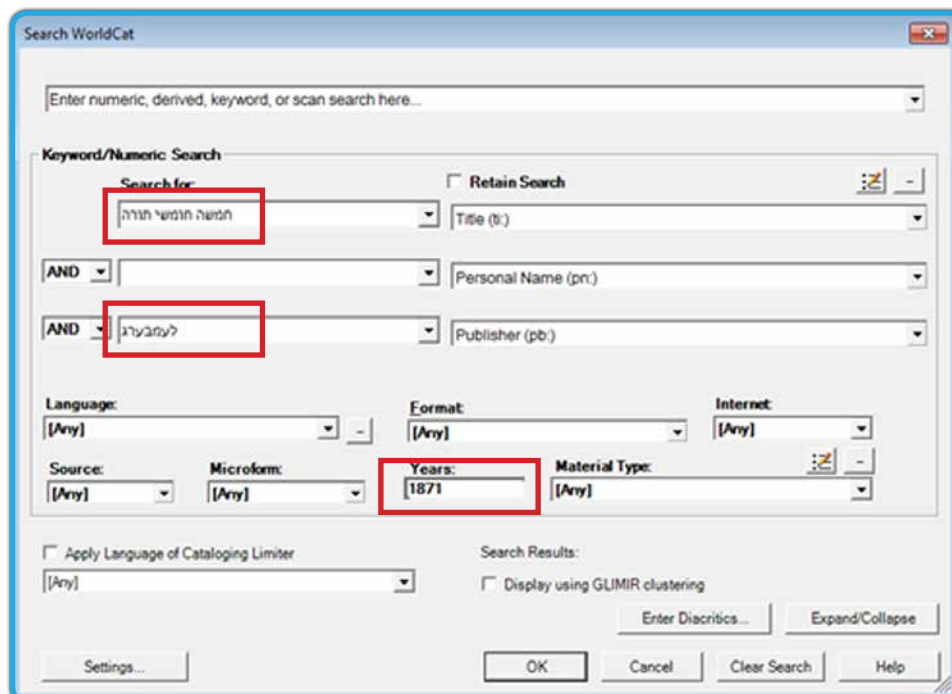
It is possible to change and expand the search options by clicking on the plus or minus signs.

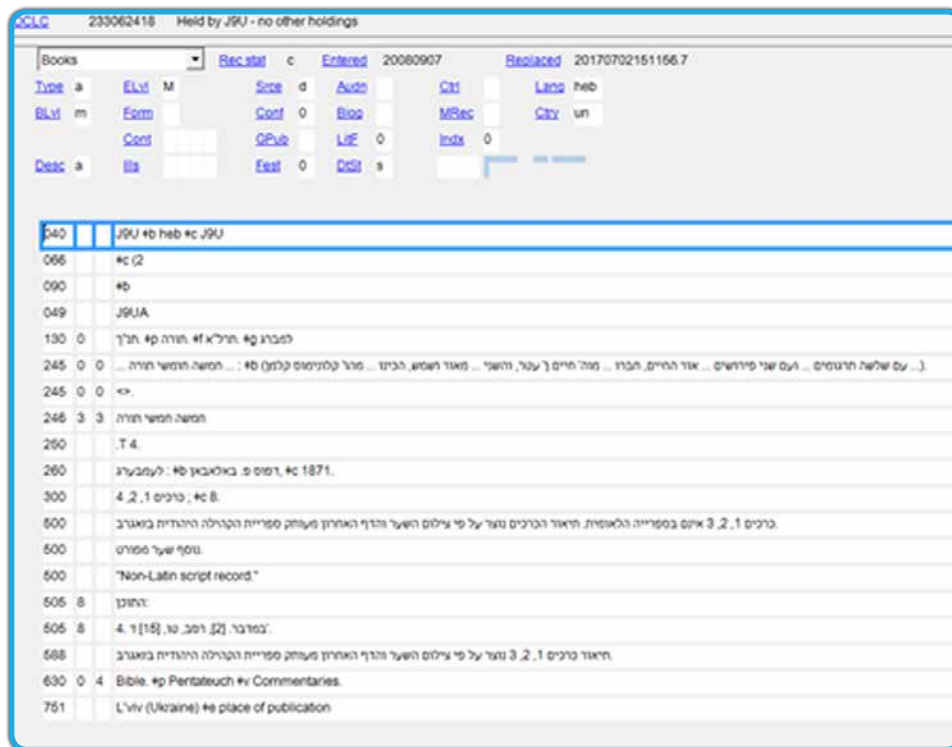
The plus and minus signs indicate that the search options in these fields can be either expanded or narrowed. The plus sign points to the short list, the minus sign points to the long list.

Searching for the above example will retrieve the NLI record:

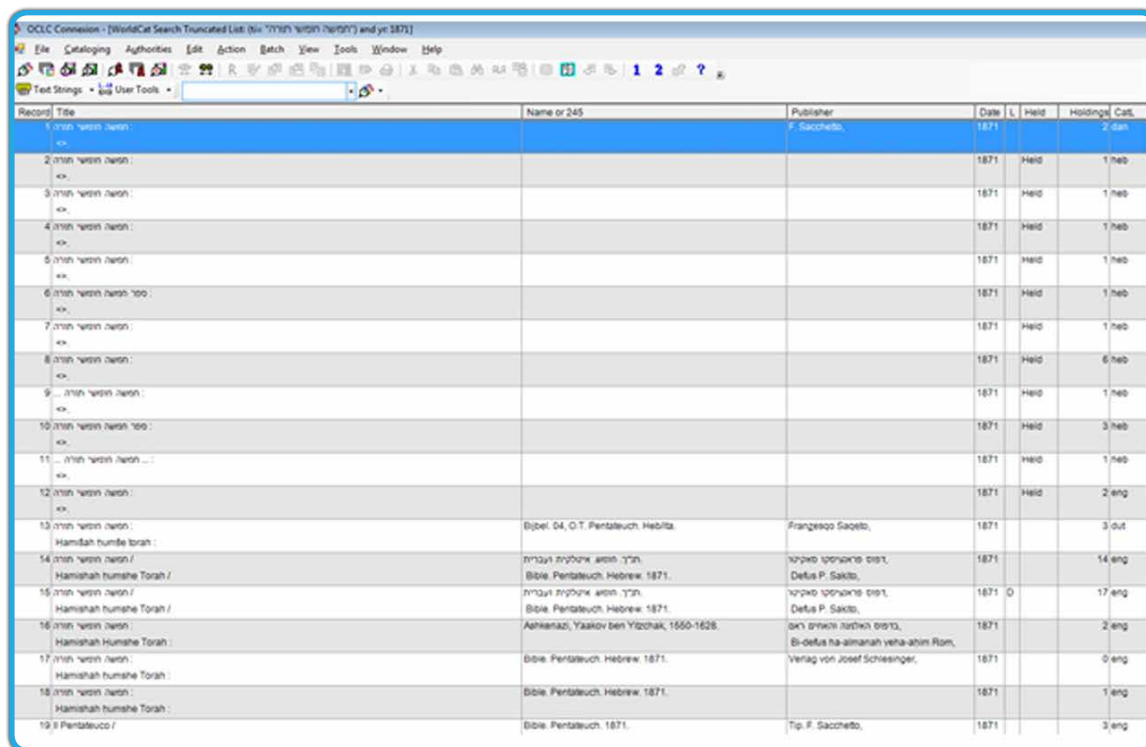


If the place of publication is deleted and only the title and year are searched, the list of results is longer.





Important to remember: not all institutions add Hebrew script metadata to their records. Try searching the Hebrew script title and the Latin script place of publication or publisher name.



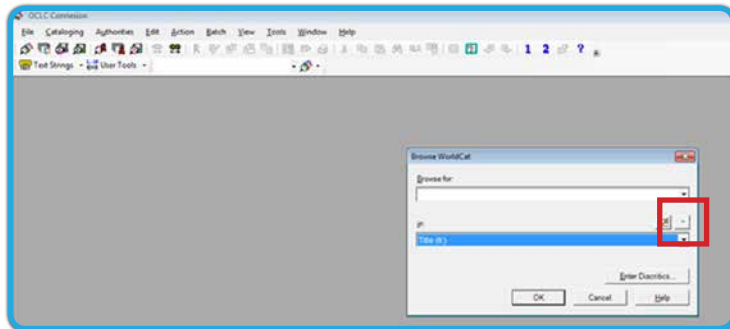
Click on the record you to view.

Navigating the list of records

- F9 moves down to the next record in the list
- Shift + F9 moves up to the previous record in the list
- F4 returns you to the entire list

|| Browse bibliographic records

This is a good choice if you are searching for a unique title or author as you can only choose one element. Here too the list of options and either be expanded or narrowed by clicking on the plus or minus sign.



Browsing this title, מדרש רבינו בחיי, gives the following results:

Results	Records
מדרש רבה 5 כר	3
מדרש רבה 6 כר	1
מדרש רבה 8 כר	1
מדרש רבות	113
מדרש רבות חלק ראשון	1
מדרש רבות חלק שלישי	1
מדרש רבות מתנות כהונה מדרש חמש מגלות רבתיא	1
מדרש רבות על התורה	8
מדרש רבות על התורה וחמש מגילות	2
מדרש רבות על התורה וחמש מגלות	1
מדרש רבות על חמש מגילות	7
מדרש רבות על חמש מגלות	1
מדרש רבות על מגילת איכה	1
מדרש רבות על מגילת איכה	1
מדרש רבות על עז יוסף וענף יוסף ונכלל בר פירוש מתנות כהונה בשלימות גם יד יוסף כל אלה פעל ועשה הנוכח זונדל	2
מדרש רבות (דברימ איכב וקהלת) יוצפוב 1830	1
מדרש רבינו בחיי	31
(מדרש רבינו בחיי ב (ויקרא דברימ	1
מדרש רבינו בחיי על חמשה חומשי תורה	19
מדרש רבינו בחיי 2 כר	1

Click on the highlighted line to display the results. The order of the records can be sorted clicking on the categories at the top of the table: title, name or 245, publisher, date, etc.

Record#	Title	Name or 245	Publisher	Date	Hold	Holdings#	Cat.
2	מדרש רבינו בחיי על חמשה חומשי תורה			1878	held	1	heb
3	מדרש רבינו בחיי על חמשה חומשי תורה			1879	held	1	heb
4	מדרש רבינו בחיי על חמשה חומשי תורה			1893	held	1	heb
5	מדרש רבינו בחיי על חמשה חומשי תורה			1895	held	1	heb
6	מדרש רבינו בחיי על חמשה חומשי תורה			1895	held	1	heb
7	מדרש רבינו בחיי על חמשה חומשי תורה			1945	held	1	heb
8	מדרש רבינו בחיי על חמשה חומשי תורה			1958	held	1	heb
9	מדרש רבינו בחיי על חמשה חומשי תורה			1958	held	1	heb
10	מדרש רבינו בחיי על חמשה חומשי תורה			1958	held	1	heb
11	מדרש רבינו בחיי על חמשה חומשי תורה			1967	held	1	heb
12	מדרש רבינו בחיי על חמשה חומשי תורה			1973	held	1	heb
13	מדרש רבינו בחיי על חמשה חומשי תורה			1975	held	1	heb
14	מדרש רבינו בחיי על חמשה חומשי תורה	Bahya ben Asher ben Hievia, -1340.	דער הונדל, Mar'yan ha-Ashkhan,	1878		1	eng
15	Midrash Rabenu Bahya 'al Hamashah Humshe Toran.	Bahya ben Asher ben Hievia, -1340.	דבוס + גאלדמן, B-delus Y Goldman,	1944		1	eng

Recording the cataloguing information

Each publication will be recorded once.

If multiple publications are bound together, record each publication separately.

Record the following information in the Metadata spreadsheet.

- Image name / number
- NLI system number, if an exact match is found
- OCLC system number, if an exact match is found
- Transliterated title
- Transliterated imprint
- Transliterated description
- Notes in English
- Provenance information: if true, mark yes
- Missing title page: if true, mark yes

Sample metadata spreadsheet (converted from Excel to table)



Image name	NLI no.	OCLC no.	Transliterated title	Transliterated imprint	Transliterated description	Notes	Provenance	Missing title page
Rom 1	001089275	122957980	Sha'are šimḥah : ḥb kolel hilkhot kīdush, havdalah, T.b., R.h., teshuvah, Yo. ha-K., sukah ve-lulav : ve-nikra be- shem Me'ah she'arim : ve-nilveh elay perush Yitshaq Yeranen / ḥc me-et Yitshaq Dov ha-Levi Bamberger.	Firta : ḥb Šimḥah ha-Levi, ḥc 621-622 [1861-1862]	2 volumes in 1	"Helek 1."		

Source of Metadata fields

List of Metadata fields	Source	Comments	MARC2
Author in Hebrew script	NLI	the Author in Hebrew will come from the catalogue of NLI according to the Israeli standard of Hebrew cataloguing.	1xx+7xx
Author in Latin script	OCLC	The Author name will come from the authority information managed by the NLI, it will conform to the LCNA standard.	1xx+7xx
Title in Hebrew script	NLI	The title in Hebrew will be the main title and will come from the catalogue of the NLI.	245
Title transliterated	OCLC	The Latin script title will be the transliteration of the Hebrew title and will come from an OCLC record. The transliteration will be according to LC standard (field 245).	245
Publication statement	OCLC	The publication statement will include, publisher, place, and year and will come from the OCLC record.	260/264
Physical description	OCLC	the physical description will come from the OCLC record, the language of this field will be English.	300
Shelf number	photo	The number of the book in the original library, will be recorded in the image taken. We might have multiple cases of this field for each volume and for each copy and for multiple libraries. But each line will refer to only one copy.	
Notes	OCLC	The notes will come from the OCLC record and will be in English.	500
NLI number	NLI	This field will contain the NLI system number.	1
OCLC number	OCLC	This field will include the OCLC record number, if an exact record is found	035
file name of the photo	photo	There will be one line for each image	
Link to the digitization	NLI	link to a digitized copy of the book, if available	856/ROS
Provanance: Y/N	identification	as part as the identification of the book, this would be marked Y for each page that includes provanance information.	
Missing title page: Y/N	identification	as part of the identification this field will be marked if the title page is missing.	

|| BRIEF GUIDES TO NON-ENGLISH LANGUAGES, 2 | HEBREW

Introduction

This publication is intended as a brief guide for those without knowledge of Hebrew who find themselves dealing with books in that language in a library context. Dealing with a book in Hebrew can be daunting for those unfamiliar with the language. Not only is the alphabet different, but it is also usually printed without vowels, meaning that knowledge of the alphabet is not in itself enough to decipher a title page or transcribe it in Roman letters. This guide aims to provide enough information to recognise the most common titles and types of Hebrew work and to identify records to download or copy from other library catalogues.

Reading Hebrew

Hebrew is written from right to left, so Hebrew books open from the right hand side, hence the title page can be found at what would be the back of an English book.

The alphabet

The Hebrew alphabet is made up of 22 consonants. 5 of these have a ‘final’ form, which is used when the letter appears at the end of a word. There are no capital letters.

Letter	Final form	Name	Letter	Final form	Name
א		Alef	ל		Lamed
ב		Bet/Vet*	מ	ם	Mem
ג		Gimel	נ	ן	Nun
ד		Dalet	ס		Samekh
ה		He	ע		‘Ayin
ו		Vav	פ	ף	Pe/Fe*
ז		Zayin	צ	ץ	Tsadi (or Tsadiq)
ח		Het	ק		Qof (or Quf)
ט		Tet	ר		Resh
י		Yod (or Yud)	ש		Shin/Šin*
כ	ך	Kaf/Khaf*	ת		Tav

*The name of this letter varies according to its vocalisation – see further below

Note that the appearance of the letters can vary a little depending on the typeface. An internet image search for ‘Hebrew typefaces’ will show different examples.

Vocalisation

In order to read a Hebrew word, the consonants need to be vocalised: for example the word שבת could be read as shabat (the sabbath), shavat (he rested), shevot (rest!) or shevet (seat, dwelling). Additional signs (see under Romanisation below) are sometimes printed to indicate vocalisation – this is common in Bibles, prayer books, poetry and children’s books – but generally the vocalisation has to be inferred from the context.

Romanisation

There is no universally accepted system for writing Hebrew in Roman letters, but the one widely used in library catalogues is the ALA-LC Romanization Scheme. This aims to approximate the modern Israeli pronunciation of Hebrew. The scheme uses special characters for some letters, the Unicode for which is given below.

Consonants

Hebrew		Romanisation	Unicode	Hebrew		Romanisation	Unicode
א		' or disregarded*	02bc	ל		l	
ב		b		מ	ם	m	
ב		v		נ		n	
ג		g		ס		s	
ד		d		ע		' *	02bb
ה		h		פ		p	
ו		v̄ (if a consonant)	1e7f	פ	ף	f	
ז		z		צ		ts	
ח		ḥ	1e25	ק		ḵ	1e33
ט		ṭ	1e6d	ר		r	
י		y		ש		sh	
כ	ך	k		שׁ		ś	015b
כ	ך	kh		ת		t	

*The letters alef and 'ayin are 'silent' letters, which are indicated in the romanisation scheme only by symbols. In some cases, such as the beginning of a word, the alef is disregarded completely.

Vowel signs (the circles represent the consonant above or below which the vowel symbol appears)

◌ְ	a	◌ֶ	e
◌ֹ	a or o	◌ִ	i
◌ֵ	e	◌ֻ	o
◌ֺ	e	◌ֽ	u
◌ֿ	i	◌ֿ	e or disregarded
◌ֻ	o	◌ֿ	a
◌ֻ	u	◌ֿ	e
◌ֿ	e	◌ֿ	o
◌ֿ	ai		

'Rashi' script

Most Hebrew books are printed in the standard 'square' type, but part or all of some books, particularly rabbinic literature, are printed in a different type, generally called Rashi script:

Hebrew letters in square and Rashi type								
ט = ט	ח = ח	ז = ז	ו = ו	ה = ה	ד = ד	ג = ג	ב = ב	א = א
ס = ס	ן = ן	נ = נ	מ = מ	ל = ל	כ = כ	ק = ק	י = י	
ת = ת	ש = ש	ר = ר	ק = ק	ץ = ץ	צ = צ	ף = ף	ע = ע	

Source: Wikipedia http://en.wikipedia.org/wiki/Rashi_script

In cataloguing, Rashi script is transcribed using standard Hebrew characters, with identical romanisation.

Other languages written in Hebrew script

As well as Hebrew, a number of other languages are written in Hebrew script, such as Aramaic, Yiddish, Ladino (Judeo-Spanish) and Judeo-Arabic. Aramaic is romanised as Hebrew. Romanisation schemes for Yiddish, Ladino

and Judeo-Arabic can be found on the Library of Congress website.

Yiddish can be recognised by the frequent appearance of certain letters and combinations of letters:

- ן (e)
- ןױ (y)
- ןײ (ey)
- ןײ (ay)
- ןױ (oy)
- ם (f)

Ladino is often printed in Rashi script.

Searching library catalogues

Many catalogue records (those of the Library of Congress, for example) include both Hebrew and romanised script. If your computer/library management system is set up to do so*, the easiest way to locate a record for a Hebrew book is to type the bibliographic details in Hebrew to locate a record that also includes romanisation.

If this is not possible or unsuccessful then try looking for some familiar keywords (see p. 7-8) and search using those.

|| Grammar

Prefixes

The definite article ה (usually vocalised as ha-, but can be he- in some circumstances) is prefixed to the beginning of a word, e.g. ספר sefer means '(a) book', while הספר ha-sefer means 'the book'. There is no indefinite article.

Prepositions may also be prefixed to the beginning of a word, e.g. ל (to); ב (in); מ (from); the vocalisation varies depending on the word that follows.

The letter ו at the beginning of the words means 'and'; again the vocalisation varies.

Plurals

Plurals of nouns are formed by the addition of ים (im) or ות (ot) at the end of the word (there may be changes in vocalisation), e.g. ספר sefer (book), ספרים sefarim (books); אב av (father), אבות avot (fathers).

The construct

Two nouns are often joined together in a 'construct chain' to express a possessive relationship; sometimes the vocalisation of the first word changes, e.g. בית bayit (house), מדרש midrash (study), בית מדרש bet midrash (house of study). The plural ending ים im changes to י e.g. בנים banim (children), ישראל Yisra'el (Israel), בני ישראל bene Yisra'el (children of Israel).

|| Numbers and dates

Hebrew letters also have a numerical value, and are commonly used instead of Arabic numerals for both page numbers and dates, especially in older works.

Letter	Numerical value	Letter	Numerical value	Letter	Numerical value
א	1	י	10	ק	100
ב	2	כ	20	ר	200
ג	3	ל	30	ש	300
ד	4	מ	40	ת	400
ה	5	נ	50		
ו	6	ס	60		
ז	7	ע	70		
ח	8	פ	80		
ט	9	צ	90		

Other numbers are indicated by combining letters and adding the numerical values together:

Letters	Numerical value	Letters	Numerical value	Letters	Numerical value
יא	11	*טז	16	כא	21
יב	12	יז	17	תש	700
יג	13	יח	18	תקמא	541
יד	14	יט	19		
*טו	15				

*These do not follow the same pattern as the other numbers between 11 and 19 as combining a י with a ה or ו would spell out part of the divine name and is avoided for religious reasons.

Although it is conventional to begin with the largest number, letters can be combined in any order (see below on chronograms).

Page numbering

Note that it is often the leaf rather than the page that is numbered in Hebrew books. Sometimes there are two sets of numbering, with the pages numbered in Arabic numerals while the leaves are numbered with Hebrew letters.

Dates

Imprints usually give the date in the Hebrew calendar (using letters – see above) and may or may not include an equivalent Gregorian date. The Hebrew calendar conventionally dates from the creation of the world and is 3,760 years ahead of the common era (AD), e.g. (most of) the year 2000 corresponds to the Hebrew year 5760. The initial thousand is frequently omitted, giving a 3 letter date, which may be indicated by the abbreviation ל"פ ק"ל li-f. k. Such a date is easily converted to the Gregorian calendar by adding 1240, e.g. 760 = תש"ס, add 1240 = 2000. Alternatively, you can use a date converter such as www.hebcal.com/converter.

It should be noted, however, that the Hebrew year starts in September or October, so the year 760 ran from September 1999 to September 2000. Unless the exact date is given it could correspond to one of two Gregorian years.

In cataloguing, the corresponding Gregorian date is given in square brackets if it does not appear in the item, e.g. 760 [1999 or 2000]

Hebrew dates in older works are frequently given as chronograms, i.e. as a word or sentence (often a biblical quotation), where the numerical value of each letter is added together to give the date. Sometimes only certain letters of the word/sentence are used, which are indicated by larger print or some kind of mark (see example 3, p. 16)

|| Some useful vocabulary

English	Romanisation	Hebrew
commentary, explanation	be'ur	באור/ביאור
printing house	bet defus	בית דפוס
publishing house	bet hotsa'ah (la-or)	בית הוצאה (לאור)
in the year	bi-shenat	בשנת
page(s), leaf/ves	daf/dapim	דף/דפים
printer	defus	דפוס
sermon(s)	derashah/derashot	דרשה/דרשות

English	Romanisation	Hebrew
haggadah (prayer book for the Passover meal; plural haggadot)	hagadah/hagadot	הגדה/הגדות
printing	hadpasah	הדפסה
printed, brought to press	huva li-defus	הובא לדפוס
publisher	hotsa'ah (la-or)	הוצאה (לאור)
religious law(s)	halakhah/halakhot	הלכה/הלכות
note(s)	he'arah/he'arot	הערה/הערות
preface, introduction, foreword	haḳdamah	הקדמה
composition, treatise, essay	ḥibur	חבור/חיבור
novelty/ies (usually refers to 'novellae', new interpretations of religious texts)	ḥidush/ḥidushim	חדוש/חדושים
new	ḥadash/ḥadashah	חדש/חדשה
part(s)	ḥelek/ḥalakim	חלק/חלקים
Yiddish	Yidish	יידיש
collection(s), anthology/ies	yalkūt/yalkūtim	ילקוט/ילקוטים
published	yatsa la-or	יצא לאור
composition, work	yetsirah	יצירה
old	yashan/yeshanah	ישן/ישנה
volume(s)	kerekh/kerakhim	כרך/כרכים
manuscript(s)	ketav yad/kitve yad	כתב יד/כתבי יד
table(s); calendar(s), almanac(s)	luah/luḥot	לוח/לוחות
collection(s)	leḳeṭ/leḳaṭim	לקט/לקטים
collected	liḳeṭ	לקט/ליקט
language	lashon	לשון
essay(s)	ma'amar/ma'amarim	מאמר/מאמרים
by	me-et	מאת
preface, foreword, introduction	mavo	מבוא
printer(s)	madpis/madpisim	מדפיס/מדפיסים
edition; volume	mahadurah	מהדורה
bookseller(s)	mokher/mokhre sefarim	מוכר/מוכרי ספרים
publisher	motsi la-or	מוציא לאור

English	Romanisation	Hebrew
author	meḥaber	מחבר
maḥzor (a type of prayer book; plural maḥzorim)	maḥzor/maḥzorim	מחזור/מחזורים
custom(s)	minhag/minhagim	מנהג/מנהגים
tractate(s) (of the Talmud or Mishnah)	masekhet/masekhtot	מסכת/מסכתות
index(es)	mafteah/maftehot	מפתח/מפתחות
place	maqom	מקום
text, version, (liturgical) rite	nusah	נסח/נוסח
the Ashkenazic rite (see p. 15)	nusah Ashkenaz	נסח/נוסח אשכנז
the Sephardic rite (see p. 15)	nusah Sefarad	נסח/נוסח ספרד
appendix/cies, addendum/a	nispah/nispaḥim	נספח/נספחים
order(s) (see p. 13-15 under Mishnah and prayer books)	seder/sedarim	סדר/סדרים
siddur (a type of prayer book; plural siddurim)	sidur/sidurim	סדור/סדורים
series; weekly portion (of the Torah)	sidrah	סדרה
author(s); scribe(s)	sofer/sofrim	סופר/סופרים
story/ies	sipur/sipurim	ספור/סיפור/סיפורים
book(s)	sefer/sefarim	ספר/ספרים
Yiddish	'lvri ṭayṭsh	עברי טייטש/טייטש
Hebrew	'lvrit	עברית
editor	'orekh	עורך
by	'al yad/'al yede	על יד/על ידי
with	'im	עם
page(s), column(s)	'amud/'amudim	עמוד/עמודים
judgement, legal decision	pesaq/pesaqim	פסק/פסקים
commentary, interpretation	perush	פרוש/פירוש
chapter(s), section(s), weekly portion(s) (of the Torah)	parashah/parashot/parashiyot	פרשה/פרשות/פרשיות
introduction, preface, foreword	petaḥ davar	פתח דבר
pamphlet	kuntres	קנטרס/קונטרס
responsa (see p. 15)	she'elot u-teshuvot	שאלות ותשובות
song(s), poem(s)	shir/shirim	שיר/שירים
Of	shel	של

English	Romanisation	Hebrew
year(s)	shanah/shanim	שנה/שנים
title page(s); chapter(s)	sha'ar/she'arim	שער/שערים
additions; Tosafot (commentaries on the Talmud)	tosafot	תוספות
Talmud	Talmud	תלמוד
The Babylonian Talmud	Talmud Bavli	תלמוד בבלי
The Jerusalem (or Palestinian) Talmud	Talmud Yerushalmi	תלמוד ירושלמי
translation (may refer specifically to an Aramaic translation of the Bible – see p. 13)	targum	תרגום

|| Proper nouns

Personal names

Until the early modern period many Jewish names consisted of a first name and patronymic, e.g. Yosef ben Avraham (Joseph son of Abraham); in Arabic-speaking countries they sometimes used the Arabic *ibn* instead of *ben* e.g. Abraham *ibn* Ezra. Names also sometimes included a place of origin, e.g. Jacob ben Sheshet Gerondi (Jacob son of Sheshet of Gerona).

Some common place names

There are many variations in the spelling of non-Hebrew place names (and in the romanisation of these spellings), but some of the most common are given below:

English	Romanisation	Hebrew
Izmir	Izmir	אזמיר
Amsterdam	Amštirdam	אמשטירדם
Antwerp	Anṽirshah	אנוירשה
Germany	Ashkenaz	אשכנז
Basel	Basili'ah	בסיליאה
Berlin	Berlin	ברלין
Warsaw	Ṽarsha	ווארשא
Vilna (Vilnius)	Ṽilna	ווילנא
Vienna	Ṽin	וויין
Venice	Ṽenitsi'ah	ויניציאה
Lvov (Lviv)	Levov	לבוב
Lublin	Lublin	לובלין
Livorno	Liṽorno	ליוורנו
Lemberg (Lviv)	Lemberg	לעמבערג
Mantua	Manṽovah	מנטובה
Spain	Sefarad	ספרד
Fürth	Firda, Fyorda	פירדא, פיורדא
Prague	Prag	פראג
Frankfurt am Main	Frankfort de-Main	פרנקפורט דמיין
Constantinople (Istanbul)	Ḳushṽandina	קושטנדינא, קושטאנדינא, קושטאנדינה
Krakow	Ḳraḳo	קראקא
Salonika (Thessaloniki)	Šaloniki	שאלוניקי

|| Abbreviations

Abbreviations are very common in Hebrew, especially in rabbinic literature. Abbreviations are indicated by the sign ״ (gershayim), or an apostrophe, for example אב״ד a.b.d, short for av bet din (the head of a religious court). Many Hebrew abbreviations are acronyms, i.e. they are pronounced as words, e.g. רש״י Rashi, short for Rabbi Shelomoh Yitshāḳi.

The divine name yod he ṽay he is frequently abbreviated to ה , י , יי , or ד' .

Some common Hebrew abbreviations:

For a list of common abbreviations, with romanisation, see <http://library.princeton.edu/departments/tsd/katmandu/hebrew/open.html>

Meaning	Romanisation	Term	Romanisation	Abbreviation
my lord, my teacher and rabbi (honorific)	adoni, mori ye- rabi	אדוני, מורי ורבי	admor	אדמו"ר
			ado. m. ye-r.	אדמו"ר
			a.m. ye-r.	אמו"ר
son of the rabbi	ben ha-rav	בן הרב	beha-r.	בהר'
			b. ha-r.	בה"ר
son of Rabbi	ben rabi	בן רבי	b. r.	ב"ר
leaf, number	gilayon	גליון	gil.	גל'
the rabbi	ha-rav	הרב	ha-r.	הר'
i.e.	zot omeret	זאת אומרת	z.o.	ז"א
may his memory be a blessing (used after the name of a deceased person)	zikhrono li-verakhah	זכרונו לברכה	zal	ז"ל
issue, number	ḥoveret	חוברת	ḥov	חוב'
no place given (s.l.)	ḥaser maḳom	חסר מקום	ḥ. m.	ח"מ
no publisher given (s.n.)	ḥaser motsi la-or	חסר מוציא לאור	ḥ. mo.l.	חמו"ל
misprint; sic	ṭa'ut defus	טעות דפוס	t.d.	ט"ד
the honourable rabbi, Rabbi (honorific)	kevod ha-rav Rabi	כבוד הרב רבי	k. ha-r. R.	כהר"ר
my honourable teacher and rabbi, Rabbi (honorific)	kevod mori ha-rav Rabi	כבוד מורי הרב רבי	כהר"ר	כמוהר"ר כמהר"ר
manuscript	ketav yad	כתב יד	ket. y.	כת"י
manuscripts	kitve yad	כתבי יד	kit. y.	
by the abbreviated era (see p. 6)	li-ferat ḳaṭan	לפרט קטן	li-f. ḳ.	לפ"ק
edition	mahadurah	מהדורה	mahad.	מהד'
my great teacher and rabbi, Rabbi (honorific)	mori ha-gadol ye-rav Rabi	מורי הגדול ורב רבי	m.h. ye-r. R.	מהור"ר
my teacher, the rabbi (honorific)	mori ha-rav	מורי הרב	m. ha-r.	מה"ר
			mo. h.	מו"ה
			mo. ha-r.	מוה"ר
my teacher, the rabbi, Rabbi (honorific)	mori ha-rav Rabi	מורי הרב רבי	mo. ha-r. R.	מוהר"ר
publisher	motsi la-or	מוציא לאור	mo.l.	מו"ל
my teacher (and) my rabbi (honorific)	mori ye-rabi	מורי ורבי	m. ye-r.	מו"ר
	mori rabi	מורי רבי	mo. r.	

Meaning	Romanisation	Term	Romanisation	Abbreviation
number	mispar	מספר	mis.	מס'
son of	ibn	אבן	n.	א'
by	'al yad	על יד	'a.y.	ע"ו
	'al yede	על ידי		
according to	'al pi	על פי	'a.p.	ע"פ
Rashi's commentary	perush Rashi	פירוש רש"י	pe. Rashi	פירש"י
holy community (used before place names)	kehilah kedoshah	קהילה קדושה	k.k.	ק"ק
Rabbi	Rabi	רבי	R.	ר'
Rabbi Moses Maimonides	Rabi Mosheh ben Maimon	רבי משה בן מימון	Rambam	רמב"ם
(the title of a legal work)	Shulhan 'arukh	שולחן ערוך	Shu. 'a.	שו"ע
responsa (see p. 15)	she'elot u- teshuvot	שאלות ותשובות	sh. u-t.	שו"ת
Six orders (i.e. the Mishnah or Talmud)	Shishah sedarim	שישה סדרים	Shas	ש"ס
(the title of a legal work)	Shulhan 'arukh	שולחן ערוך	Sh. 'a.	ש"ע
The Torah, Prophets and Writings (i.e. the Hebrew Bible)	Torah Nevi'im Ketuvim	תורה נביאים כתובים	Tanakh	תנ"ך

See also the Wikipedia article List of Hebrew abbreviations, which includes translations.

|| Common types of Hebrew work

Bible

The Hebrew Bible contains the same books as the Christian Old Testament, but in a different order. It is divided into three sections:

תורה Torah (Pentateuch, The Five Books of Moses)

- ◆ Be-reshit (Genesis)
- ◆ Shemot (Exodus)
- ◆ Va-yikra (Leviticus)
- ◆ Be-midbar (Numbers)
- ◆ Devarim (Deuteronomy)

נביאים Nevi'im (Prophets). May be further subdivided into:

- נביאים ראשונים Nevi'im Rishonim (Early Prophets)
 - ◆ יהושע Yehoshu'a (Joshua)
 - ◆ שופטים Shoṭṭim (Judges)
 - ◆ שמואל Shemu'el (Samuel)
 - ◆ מלכים Melakhim (Kings)
- נביאים אחרונים Nevi'im Aḥaronim (Latter Prophets)
 - ◆ ישעיהו Yesha'yahu (Isaiah)
 - ◆ ירמיהו Yirmiyahu (Jeremiah)
 - ◆ יחזקאל Yeḥezqī'el (Ezekiel)
 - ◆ תרי עשר Tere Aśar (The twelve minor prophets):
 - ◆ הושע Hoshe'a (Hosea)
 - ◆ יואל Yo'el (Joel)
 - ◆ עמוס 'Amos (Amos)
 - ◆ עובדיה 'Ovadyah (Obadiah)
 - ◆ יונה Yonah (Jonah)
 - ◆ מיכה Mikhah (Micah)
 - ◆ נחום Naḥum (Nahum)
 - ◆ חבקוק Ḥavaḳuḳ (Habakkuk)
 - ◆ צפניה Tsefanyah (Zephaniah)
 - ◆ חגיי Ḥagai (Haggai)
 - ◆ זכריה Zekharyah (Zechariah)
 - ◆ מלאכי Malakhi (Malachi)
- כתובים Ketuvim (Writings)
 - ◆ תהלים Tehilim (Psalms)
 - ◆ משלי Mishle (Proverbs)
 - ◆ איוב Iyov (Job)
 - ◆ חמש מגלות Ḥamesh megilot (Five Scrolls)
 - ◆ שיר השירים Shir ha-Shirim (Song of Solomon, Song of Songs)
 - ◆ רות Rut (Ruth)
 - ◆ איכה Ekhah (Lamentations)
 - ◆ קהלת Kohelet (Ecclesiastes)
 - ◆ אסתר Ester (Esther)
 - ◆ דניאל Dani'el (Daniel)
 - ◆ עזרא Ezra (Ezra)
 - ◆ נחמיה Neḥemyah (Nehemiah)
 - ◆ דברי הימים Divre ha-yamim (Chronicles)

The Torah is often printed on its own, divided into the sections read in the synagogue each week. Such a volume is known as a Ḥumash (from the Hebrew for five) and may have the title חמשה חומשי תורה Ḥamishah ḥumshe Torah. It may include the Haftarat, selections from Nevi'im that follow each week's Torah reading, and also by the Five Scrolls, which are read on festivals.

Bibles are frequently published with commentaries, the most common being that of Rashi (Solomon ben Isaac, 1040–1105). They are also frequently published with one or more Aramaic translations, known as targums, the most common being Targum Onkelos. Bibles with commentaries and/or translations are often printed with the biblical text in the centre and the commentaries/translations around the edge.

Mishnah

The Mishnah is a collection of Hebrew oral traditions compiled at the beginning of the third century. It is divided into six *sedarim* (orders), each of which is further divided into tractates (*masekhtot*, singular *masekhet*):

זרעים Zera'im (Seeds) concerning agricultural matters

- ברכות Berakhot
- פאה Pe'ah
- דמאי Demai
- כלאים Kilayim
- שביעית Shevi'it
- תרומות Terumot
- מעשרות Ma'ašerot
- מעשר שני Ma'ašer sheni
- חלה Ḥalah
- ערלה 'Orlah
- ביכורים Bikurim

מועד Mo'ed (Holy time) concerning the Sabbath and festivals

- שבת Shabat
- ערובין 'Eruvin
- פסחים Pesahim
- שקלים Sheqalim
- יומא Yoma
- סוכה Suḵah
- ביצה Betsah
- ראש השנה Rosh ha-Shanah
- תענית Ta'anit
- מגילה Megilah
- Mo'ed ḳaṭan
- חגיגה Ḥagigah

נשים Nashim (Women) concerning family law

- יבמות Yevamot
- כתובות Ketubot
- נדרים Nedarim
- נזיר Nazir
- סוטה Soṭah
- גיטין Giṭin
- קידושין Ḳidushin

ניזקין Neziḳin (Damages) concerning civil and criminal law

- בבא קמא Bava ḳama
- בבא מציעא Bava metsi'a
- בבא בתרא Bava batra
- סנהדרין Sanhedrin
- מכות Makot
- שבועות Shevu'ot
- עדויות 'Eduyot
- עבודה זרה 'Avodah zarah
- אבות Avot
- הוריות Horayot

קדשים **Ḳodashim (Sacrifices) concerning sacrifices and the Temple**

- זבחים Zevaḥim
- מנחות Menahot
- חולין Ḥulin
- בכורות Bekhorot
- ערכין 'Arakhin
- תמורה Temurah
- כריתות Keritot
- מעילה Me'ilah
- תמיד Tamid
- מידות Midot
- קנים Ḳinim

טהרות **Ṭeharot (Purity) concerning ritual purity and impurity**

- כלים Kelim
- אהלות Ohalot
- נגעים Nega'im
- פרה Parah
- טהרות Ṭeharot
- מקואות Miḳva'ot
- נדה Nidah
- מכשירין Makhshirin
- זבים Zavim
- טבול יום Ṭevul yom
- ידיים Yadayim
- עקצין Aḳatsin

Talmud

A collection of rabbinic commentaries on and additions to the Mishnah, known as the Gemara, was compiled around the 6th century. The Gemara is written in a combination of Hebrew and Aramaic. Together the Mishnah and Gemara form the Talmud, of which there are two versions: the Babylonian Talmud (*Talmud Bavli*) and the Jerusalem (or Palestinian) Talmud (*Talmud Yerushalmi*). The Talmud is usually published with commentaries, particularly those of Rashi (Solomon ben Isaac, 1040–1105) and the Tosafot (pupils and descendants of Rashi). In printed editions the text of the Mishnah and Gemara are printed in the centre, with the commentaries around the outside.

Prayer books

There are two main types of Hebrew prayer book: *siddurim* (singular *siddur*), which contain prayers for weekdays and sabbaths (and sometimes also festivals) and *maḥzorim* (singular *maḥzor*), which contain prayers for festivals. Another common type is the *haggadah* (plural *haggadot*), which contains prayers and readings for the Passover meal, or seder.

Ashkenazim (Jews originating from central and eastern Europe) and Sephardim (Jews originating from Spain and Portugal) have different rites (*nusaḥim/minhagim*), and within these there are many variants.

Legal codes

These are works which codify Jewish law in a systematic manner. The most well known are *Sefer ha-halakhot* by Isaac ben Jacob Alfasi (1013-1103) (also known as *Hilkhot Rav Alfasi* or *Hilkhot ha-Rif*), the *Mishneh Torah* (or *Yad ha-Ḥazakah*) by Moses Maimonides (1135-1204, also known as Rambam), the *Arba'ah Turim* (or Tur) by Jacob ben Asher (ca.1269-ca.1340) and the *Shulḥan 'arukh* by Joseph Caro (1488-1575).

Responsa

Responsa (she'elot u-teshuvot) are collections of legal questions addressed to authorities in Jewish law together with the answers.

Midrash

Midrash is a type of rabbinic commentary on the Bible. There are many collections of *midrashim*, including *Midrash rabbah* on particular books of the Bible (eg *Bereshit rabbah* on Genesis); the *Mekhilta* of Rabbi Ishmael and the *Mekhilta* of Rabbi Simeon ben Yoḥai (on Exodus); *Sifra* (on Leviticus); *Sifre* (on Numbers and Deuteronomy); *Pesikta de-Rav Kahana* and *Pirkei de-Rabbi Eliezer*.

Vanessa Freedman
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