How to Find Books in the Library

So you’re looking for a book in the library. A search for the book in Addison or Summon will give you the call number and floor your book is on. Now what?

What is a call number?
A call number is an identification number for books, journals, and other library materials. Think of the call number as the address for an item on the shelves.

Call numbers are written horizontally in the library catalog and vertically on the book.

How do you find a book on the shelf using the call number?
On physical materials, call numbers typically have four lines and are grouped in descending order, meaning that all of the books that have the same top line are grouped together before organizing by the second line, and so on.

Start with the first line. The books on the shelf are first organized alphabetically by this line. A, BF, C, CD, D, Q, QA, QC, QD, R,

The second line is next. Read it as a whole number. Books are arranged in number order: 1, 2, 100, 101, 500, 871, 2048

The third line is organized alphabetically and then numerically: B53, C29, C56

The last line is the publication date and is in chronological order: 2006, 2007, 2009, 2013

Why is this important?
Newman Library uses the Library of Congress Classification System to organize all the materials in the library. It also sorts materials by subject instead of by author, so a book about Jurassic Birds will be with all the other books about the Jurassic Period as well as relevant topics like the Triassic Period, which makes it easy to browse for more books that may help you with your research.

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