

HOW TO FIND LIBRARY ITEMS

This Library Pathfinder explains how books, videos, DVDs and most other library items are arranged in Vaughan Public Libraries. Each item in the library has its own “Call Number” which you need to know in order to find it. This Pathfinder explains Call Numbers and how to use them to locate the items you want.

Remember too that you may also ask library staff to help you find the materials you want.

CALL NUMBERS

A Call Number tells you where to find an item in the library, and can be found on labels attached to every item. There are two different kinds of Call Numbers, “Fiction” and “Non-Fiction”.

FICTION CALL NUMBERS

A fictional item tells a story that is not factual. Fictional works are arranged alphabetically by the author's last name. The library uses the same alphabetical system to organize all items regardless of format, including books, videos, DVDs, Talking Books, hardcover and paperback fiction.

Examples:

FIC Findl	(Adult Fiction by Timothy Findley)
PB Fitzh	(Adult Fiction Paperback by Bill Fitzhugh)
YA PB Golde	(Young Adult Paperback Fiction by Christopher Golden)
YA FIC Jacqu	(Young Adult Fiction by Brian Jacques)
J FIC Rowli	(Junior Fiction by J.K. Rowling)
J PB Keene	(Junior Paperback Fiction by Carolyn Keene)
JE Rylan	(Junior Easy Book by Cynthia Rylant)
JP Brown	(Junior Picture Book by Marc Brown)

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NON-FICTION CALL NUMBERS

Non-fiction items contain information about different subjects, such as cars, dinosaurs, the solar system, people, and places. The library uses the Dewey Decimal system to organize non-fiction items, grouping items with similar topics together using numbers instead of letters.

SOME FACTS ABOUT DEWEY

Each Dewey number must contain at least three digits.

e.g., 520 = Astronomy

This number may then be followed by a decimal point and more numbers for a more specific classification.

e.g., 523.3 = Moon 523.43 = Mars

A series of letters representing the author's last name is also added to the end of the Dewey number to further classify the item.

e.g., "The Stars" by C. Nicolson = 523.8 Nic

According to the Dewey Decimal system, books are placed in order by number.

e.g., 345.1 comes before 345.12

If two books have the same Dewey number they are then arranged according to the author.

e.g., 624 Abe comes before 624 Tuc

A special code can be added to the beginning of a Dewey number to provide more information about the book.

e.g., REF = Reference (i.e., for use in-library only)

The letter "J" (for Junior) can also be added to the beginning of a Dewey number to identify a children's item. Dewey numbers with no letters at the beginning refer to adult item.

e.g., 917.45 Tri = Adult Non-Fiction, J 971.6 Cal = Junior Non-Fiction