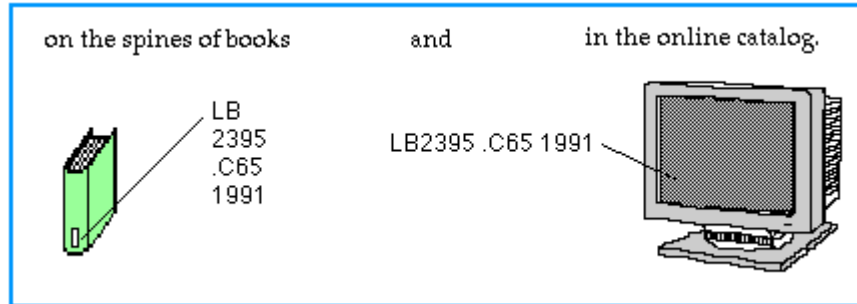


UNDERSTANDING CALL NUMBERS

What are Call Numbers?

Library of Congress Classification (LC)

Each book in the library has a unique call number. A call number is like an address. It tells us where the book is located in the library. Call numbers can be found:



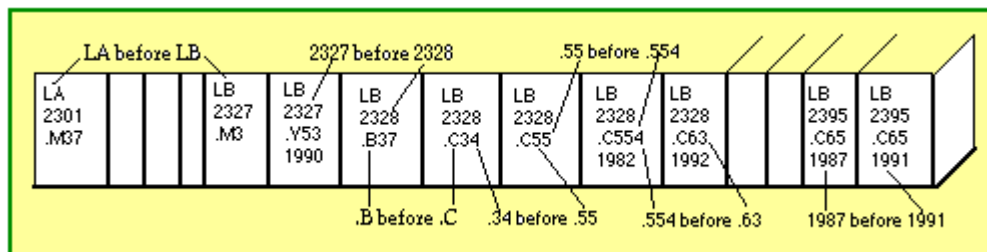
Reading Call Numbers

Read call numbers line by line:

- Read the first line in alphabetical order:
A, B, BF, C, D ... L, LA, LB, LC, M, ML ...
- Read the second line as a whole number:
1, 2, 3, 45, 100, 101, 1000, 2000, 2430 ...
- The third line is a combination of a letter and numbers.
Read the letter alphabetically.
Read the number as a decimal, e.g. .C65 = .65 .C724 = .724
(Some call numbers have more than one combination letter-number line.)
- This is the year the book was published.
Chronological order: 1985, 1987, 1991, 1992 ...

Putting Call Numbers in Shelf Order

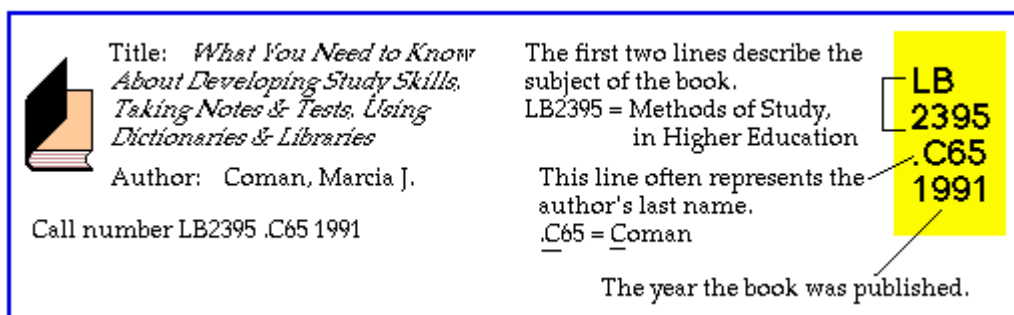
To understand how call numbers are put in order in Library of Congress Classification, look at each section of the call number.




What Does the Call Number Mean?

The Library of Congress Classification arranges materials by subjects

- The first sections of the call number represent the subject of the book.
- The letter-and-decimal section of the call number often represents the author's last name.
- The last section of a call number is often the date of publication.



 Title: *What You Need to Know About Developing Study Skills, Taking Notes & Tests, Using Dictionaries & Libraries*
Author: Coman, Marcia J.
Call number LB2395 .C65 1991

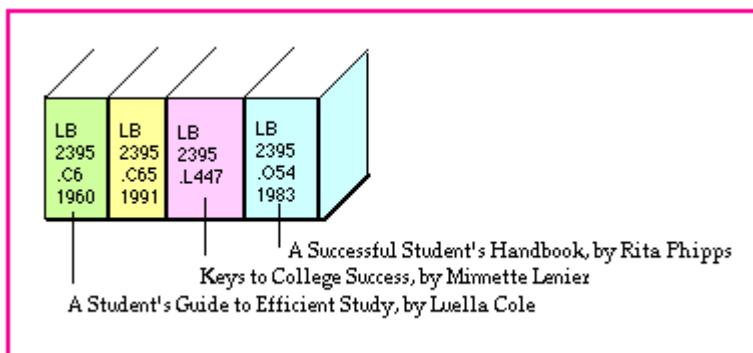
The first two lines describe the subject of the book.
LB2395 = Methods of Study, in Higher Education

This line often represents the author's last name.
.C65 = Coman

The year the book was published.
1991

Why Is This Important to Know?

Books are classified by subject. You will often find similar books on the same shelf, or nearby. For example, within the same call number LB2395, there are other guides for college study.



Note: Since [Library of Congress Classification](#) arranges materials by subjects, knowing the letter(s) for your subject area gives you a place to start browsing the shelves.

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<http://honolulu.hawaii.edu/legacylib/callno.html>