Books in this Library are cataloged using the Library of Congress Classification System. The call number identifies the book and is a location device.

You must first determine if the book you are looking for is a reference book or a circulating book. Reference books are for Library Use Only. Circulating books can be checked out.

To find a book on the shelf go to the appropriate area and look for the books labeled with the same letters as the top line of your call number.

Scan the shelves until you come to the book whose second line matches up with the second line on your call number, 545.

BE CAREFUL! In this example you should go all the way to QH 540 before starting to look for the second line. Do not stop at QH 54.

IMPORTANT! The third line of your call number is read alphabetically, then numerically. First look for .P, then for .P4. The number on this line is read as a decimal; so .P4 comes after .P39.

If your call number has a fourth line, it is read alphabetically, then numerically. The number on this line is also read as a decimal.

See other side for Basic Outline of LC Classification