

**Quick Guide
to
DEWEY NUMBERS**

793.4 ARM
793.7 SAT
796 MON
796.334 FOO
796.334 RAN



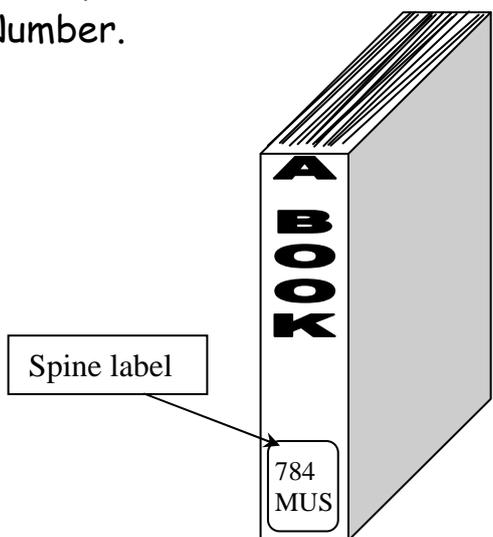
**Dive into this quick guide for
successful understanding of
how the library is arranged**

The system used in this library is called the **Dewey Decimal Classification System**. It is used in many libraries across the world. It is called a **decimal** system because it is divided into **ten** main subject areas.

Each book is given a number according to its subject. The number represents the **subject** of the book:

eg. Horses 636.1
 Football 796.334

This means that on the shelves, books are arranged in **NUMERICAL ORDER** according to their subject. Books about the same subject are kept in the same place on the shelves. Each book has a label on it showing its Dewey Number.

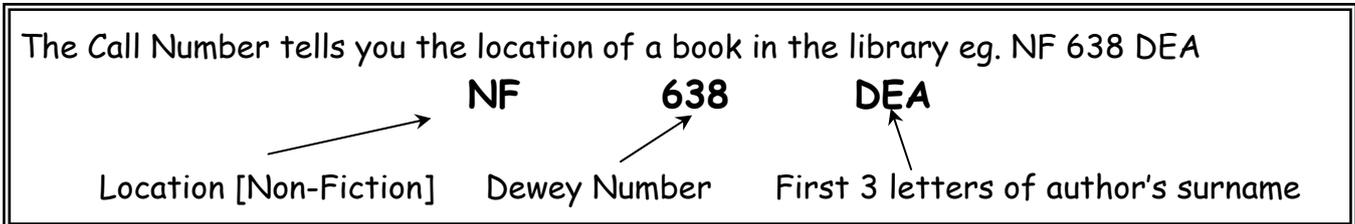


The number on the spine label tells us where the book is kept. There are different coloured labels for different parts of the library.

RED	=	Reference Book
YELLOW	=	Orkney Book
WHITE	=	Non-fiction Book
ORANGE	=	Study Support
BLUE	=	Careers

To help you find the right place on the shelves there are posters and shelf guides showing subject headings and the Dewey number.

The combination of the Dewey Number and the letters [and location letters] is called a **CALL NUMBER**. This is what you are looking for when you search the library catalogue on the computer.



Location Key

- SF** = Senior Fiction (Lower Library)
- F** = Fiction Section (Lower Library)
- NF** = Non-fiction
- UL** = Upper Library (for Careers)
- ID** = Issue Desk

In the Reference Section:

- ORK** = Orkney Books
- PTB** = Project Topic Boxes
- REF** = Reference Books
- S** = Study Support
- GMB** = George Mackay Brown Collection

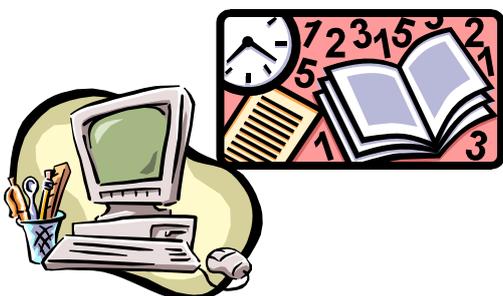
PUTTING DEWEY NUMBERS INTO ORDER

260 ARK
262.3 RAN
262.32 KLA
371.01 BAD
371.01 GOO
371.01 ZAN
371.01 ZET
371.1 SOL
796.334 ABE
796.334 CEL
796.334 RAN
799.3 HOL
799.3 MAT

The Dewey Number is the same therefore the letters are put in alphabetical order.

PASSPORT TO SUCCESS

Something to help you understand Dewey Numbers



Need help with your homework? The first group starting at 000 can help you. It includes **General Works** such as encyclopaedias, dictionaries, handbooks, etc. Other subjects covered here also include Computing and Journalism.

Feel like doing some serious thinking? The 100's contain books on subjects like **Philosophy**, Psychology and Information. Interested in the supernatural? - This is where you could find books about it.



200 is the starting point for books on **Religion**. All Religions are covered in this group, as are Beliefs and Mythologies.

Need to know about people? 300 is the **Social Sciences**. These are things like Politics, Law, Education, Transport. In other words books which deal with everyday life and the community.



Language books are grouped together from 400. You will find books on learning French and German here as well as other languages.

500 Pure Science Science includes books about Mathematics, Physics, Chemistry, Biology and books about the earth, plants and animals.



600 Technology or Applied Science covers things like Medicine, Manufacturing, Building, Business and Cookery. Look here to find car maintenance, baking or farming.

Want to relax and have some fun, draw, paint, play music or play football? **700 is The Arts**. This is where books on Sport and Recreation are grouped.



With the thought of all these books you might want to read. The 800 group is **Literature**. Fancy a bit of poetry, essays, plays or even Shakespeare then come to this group.

Finally, the last group starting at 900 contains books on **Geography and History**. Think of it as 'the rest of the world'. Find out about the past, or how people lived.

