



# Kendall Campus Library

## Understanding Call Numbers



Have you ever wondered how library books are assigned their places on the shelves? Did you know that the call number -- the number placed on the spine of the book -- is a code which provides valuable information about the book? This is an introduction to understanding and using library call numbers.



### What is the purpose of call numbers ?

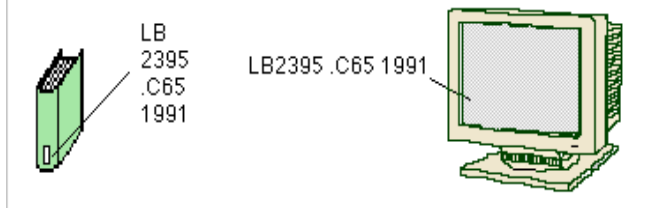
Each book in the library has a unique call number. A call number is like an address: it tells us where the book is located in the library. Call numbers appear on the spines of books and in the online catalog.

Note that the same call number can be written from top-to-bottom, or left-to-right.

Kendall Campus Library uses **Library of Congress Classification** for call numbers. This system uses a combination of letters and numbers to arrange materials by subjects.

### How do you read call numbers?

on the spines of books ..... and ..... in the online catalog



Read call numbers line by line:

<b>LB</b> <b>2395</b> <b>.C65</b> <b>1991</b>	Read the first line in alphabetical order: A, B, BF, CD...L, LA, LB, LC, M, ML...
	Read the second line as a whole number: 1, 2, 3, 45, 100, 101, 1000, 2000, 2430. (Some call numbers include a decimal number after the whole number on the second line. Any number after a decimal point is read as a decimal number)
	The third line is a combination of a letter and numbers: Read the letter alphabetically. Read the number as a decimal: .C65= .65 C724 = .724 (Some call numbers have more than one combination letter-number line.)
	The last line is the publication date, read in chronological order: 1987, 1989, 1996, 2000

### Why is this important to know?

Because books are classified by subject, you can find several helpful books on the same shelf, or nearby. For example, within the same call number LB2395, there are other guides for college studying.

