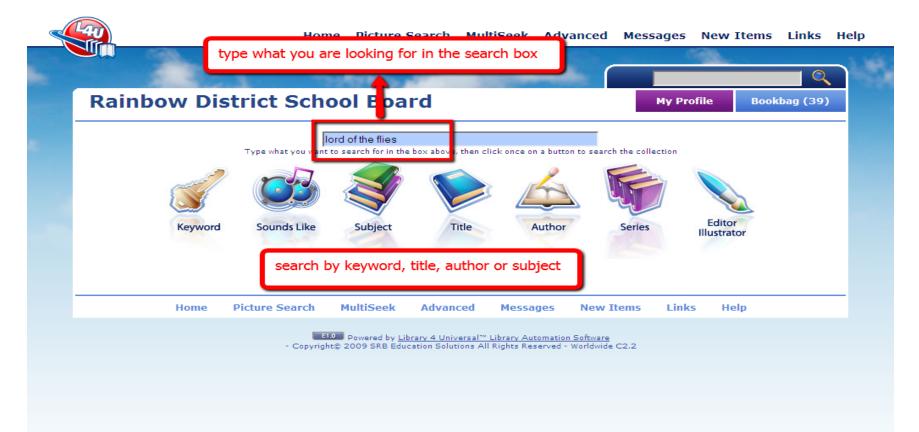
Searching the Library Catalogue

Use this url: <u>http://l4u.rainbowschools.ca</u> to search all libraries in the Rainbow District School Board. To search your own school library, use this link: http://www.rainbowschools.ca/virtual_library/tutorials/catalogue.php

You can then search the catalogue for books. The main types of searches are author (enter the author's last name), title (enter the title of the book) and keyword (enter the subject you are looking for). The search screen looks like this:



The result screen will look like this:

_						
Lo	Title Search	Showing 1 - 2 of 2 R in the "Lockerby Co Click on the Ite		ocation		
Call number tells you where to find the book in the library Page 1 Jump to Page # Go						
39 item in Bookbag now						
	Title & SubTitle	Author	Call Number	Publicatio Year	Status	Location
	Lord of the flies	Golding, William,	F GOL	[1988], c1954.	Lost/2010	Lockerby Composite School
	Lord of the flies : a novel.	Golding, William.	F GOL	1958, c1954.	Out	Lockerby Composite School
	Title Search	Showing 1 - 2 of 2 R in the "Lockerby Co		ocation		
	ords Per Page: 50 🔻		Page 1		_	p to Page # Go

The call number will tell you where to find the book in the library. "F" means it is fiction. A number means the book is non-fiction and will be found in a different section of the library. There is a more thorough explanation of call numbers and the Dewey Decimal System at the end of this tutorial.

The status column indicates whether the book is in the library or already signed out

If you hover your mouse over a title you will be presented with an detailed description of the book, including number of pages, publishing information, and a brief description of what the book is about. The record will also show you the subjects associated with the book. You can click on these for a list of all books in the library with the same subject heading. This is helpful if you are researching a particular topic and want to find all books about the topic.



If you want to choose a book, click the box beside the title and then click "Add to Bookbag"

You can continue to search for books and when you are finished click on "Display Bookbag" for a list of books you have checked. Write down the titles and call number and you are ready to find the books in the library.

Reco	ecords Per Page: 15 💌		
A	dd to Bookbag		
	<u>Title & SubTitle</u>	Author	
	Lord of the flies [sound recording].	Golding, William, 1911	

Dewey Decimal System

- library books are organized based on the Dewey Decimal System (DDC)
- DDC groups books by topic, for example all sports books are grouped together on the shelves
- public and school libraries around the world use this system
- the main groupings of the DDC are: 000 computer science
 - 100 philosophy and psychology
 - 200 religion
 - 300 social sciences
 - 400 language
 - 500 science
 - 600 technology
 - 700 arts and recreation
 - 800 literature
 - 900 geography and history
- each group is then subdivided. For example in the 700's you will find painting (750), music (780) and sports (790)

Call Numbers

- each book has a **call number** affixed to the spine of the book.
- a call number is the address of the book's location
- fiction books have an **F** in the call number, and then the first three letters of the author's last name:

F	F	F	F	F
ATW	BOR	KIN	MOL	SAR

- fiction books are filed alphabetically by author's last name on the shelf
- non fiction books are filed numerically. The call numbers look like this:

336.4	523.1	629.6	799.92	842.9	971.04
BEN	ARG	LOM	THE	FRE	NIN

- the first number is the Dewey decimal number and the letters are the first three letters of the author's name
- books are shelved by the numbers first, and then the letters