

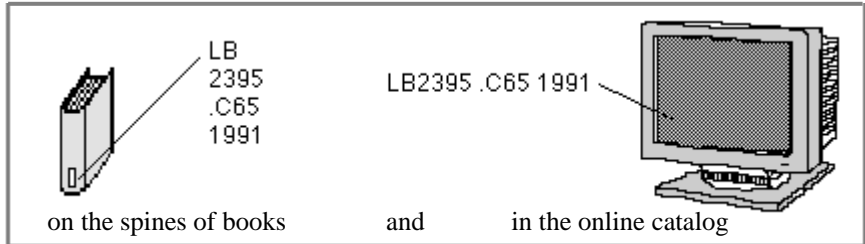


# Library and Learning Resources

## FINDING BOOKS BY CALL NUMBER

### Call Numbers

Call numbers are used by libraries to arrange books by subject and to indicate where they are located on the shelves. A call number is like an address. Call numbers appear:



City College of San Francisco, like many academic libraries in the United States, uses the Library of Congress Classification System for call numbers. It uses letters and numbers to arrange materials by subject. Page two of this document lists the letters that group books on the same broad subject. These letters are the first part of a call number.

### Reading Call Numbers

Read call numbers line by line:

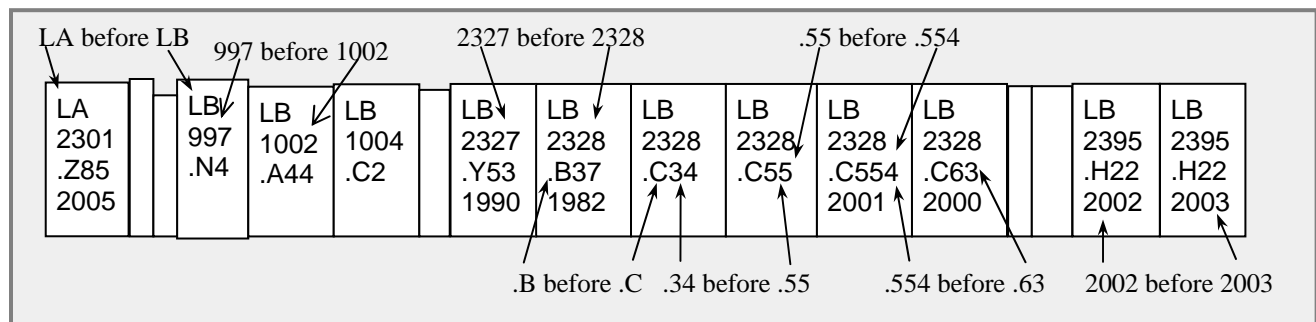
**LB** ← Read the first line in alphabetical order:  
A, B, BF, C, D ... L, LA, LB, LC, M, ML ...

**2395** ← Read the second line as a whole number:  
1, 2, 3, 45, 100, 101, 1000, 2000, 2430 ...

**.C65** ← 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.)


**1991** ← This is the year the book was published.  
Chronological order: 1985, 1987, 1991, 1992 ...

### Finding Books by Call Number Order on the Shelf



## How Do You Read a Call Number?

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.

 <p>Title: <i>What You Need to Know About Developing Study Skills, Taking Notes &amp; Tests, Using Dictionaries &amp; Libraries</i>          Author: Coman, Marcia J.          Call number LB2395 .C65 1991</p>	<p>The first two lines describe the subject of the book.          LB2395 = Methods of Study, in Higher Education</p> <p>This line often represents the author's last name.          .C65 = Coman</p> <p>The year the book was published.</p>	<div style="border: 1px solid black; padding: 5px; width: fit-content; margin: auto;"> <b>LB</b>  <b>2395</b>  <b>.C65</b>  <b>1991</b> </div>
--	--	--

*Note:* this section on Call Numbers was adapted from Honolulu Community College Library, <http://www.hcc.hawaii.edu/education/hcc/library/callno.html>

## LIBRARY OF CONGRESS CLASSIFICATION SYSTEM

This system combines letters and numbers with each single letter denoting a main subject and double letters indicating a subdivision of a main subject. The following is a selected list from the LC Classification System:

<b>A GENERAL WORKS</b>	<b>K LAW</b>	QD Chemistry
AE Encyclopedias	<b>L EDUCATION</b>	QE Geology
AY Almanacs, Yearbooks	LB Theory & Practice	QH Natural History & Biology
<b>B PHILOSOPHY, PSYCHOLOGY &amp; RELIGION</b>	<b>M MUSIC</b>	QK Botany
BF Psychology	ML History & Criticism	QL Zoology
BL-BX Religion	<b>N FINE ARTS</b>	QM Human Anatomy
<b>C HISTORY: AUXILIARY SCIENCES</b>	NA Architecture	QP Physiology
CC Archaeology	NB Sculpture	QR Bacteriology
CT General Biography	NC Graphic Arts & Design	<b>R MEDICINE</b>
<b>D HISTORY: GENERAL, OLD WORLD</b>	ND Painting	RA Public Health
DA-DR Europe	NE Printing & Engraving	RK Dentistry
DS Asia	NK Decorative Arts	RM-RS Pharmacology
DT Africa	<b>P LANGUAGES &amp; LITERATURE</b>	RT Nursing
<b>E-F HISTORY: NORTH &amp; SOUTH AMERICA</b>	PA Classical Languages & Literature	<b>S AGRICULTURE</b>
<b>G GEOGRAPHY &amp; ANTHROPOLOGY</b>	PC Romance Languages	SB Horticulture
GC Oceanography	PE English Language	<b>T TECHNOLOGY</b>
GN Anthropology, Ethnology	PF German Language	TA General & Civil Engineering
GV Recreation & Sports	PG Russian, Slavic Languages & Literature	TH Building Construction
<b>H SOCIAL SCIENCES</b>	PL Asian, African Languages & Literature	TJ Mechanical Engineering & Machinery
HA Statistics	PN Theater, Speech, & Journalism	TK Electrical Engineering
HB-HD Economics	PQ Romance Literature	TL Motor Vehicles
HF Business & Accounting	PR English Literature	TN Mineral Industries
HM-HX Sociology	PS American Literature	TP Chemical Technology
<b>J POLITICAL SCIENCE</b>	PT German Literature	TS Manufacturing
JC Theory	<b>Q SCIENCE</b>	TT Trades
JV Emigration & Immigration	QA Mathematics	TX Home Economics
	QB Astronomy	<b>U MILITARY SCIENCE</b>
	QC Physics	<b>V NAVAL SCIENCE</b>
		<b>Z BIBLIOGRAPHY &amp; LIBRARY SCIENCE</b>
		ZA Information Resources