



## Library of Congress Classification

Library of Congress (LC) classification system, which is used by most academic libraries, classifies items by broad subject category and then by sub categories. Each item is assigned a unique call number based on how an item is classified, which determines where it will be shelved.

**On an item label,**  
the call number is arranged vertically.

**In the online catalog,**  
call numbers are arranged horizontally.

REF  
PB  
35  
.W7  
1984

**PB35 .W7 1984**  
available, Emmanuel Reference

**Note:** Be sure to watch for any special **Location** given in the online catalog such as Reference (REF) or Leisure. On the item label, it is ABOVE the call number, usually abbreviated. In the online catalog, **Location: Emmanuel Main Stacks** means the circulating collection.

**Example of call number order** (these call numbers do not reflect actual books in the collection):

P	PA	PB	PB	PB	PB	PB
106	4037	35.2	35.2	2114	2114.353	2114.4
.B59	.A6	.W75	.W75	.K537	.M35	.D56
		1984	1999			

**As you scan the shelves for a book, read each line of the call number:**

- REF** Note any special **Location**
- PB** Read the first line in alphabetical order. (e.g., **P** before **PA** before **PN** before **R**)
- 35.2** Read the second line as a **whole number** in numerical order. (e.g., 2114.353 before 2114.4)
- .W75** Read the third (and possibly fourth) line:
  - ~ the letters alphabetically. (e.g. **.J32** before **.K537**)
  - ~ the numbers as **decimals** in numerical order. (e.g., **.537** before **.54**)
  - HINT: add zero(s) to make numbers of equal length, i.e., .54 is read as .540.
- 1999** Read any dates chronologically. (e.g., 1984 before 1999)