Anatomy of a Library Record

Book: The undertaking: life studies from the dismal trade

5 of 6 copies are available at Cincinnati College of Mortuary Science
- 333.75 Available in Nonfiction
- 333.75 Available in Nonfiction
- 333.75 Checked Out due back in in 2 weeks, 1 day
- 333.75 Available in Reference
- 333.75 Available in Nonfiction
- 333.75 Available in Nonfiction

This area gives you several pieces of information:
- The number of copies the library owns
- The number of copies checked out
- Where the copies are located (in this case, Nonfiction & Reference)

Author – click the author’s name to see a list of other books written by the author (that are owned by the library)

Dewey decimal number, also referred to as a call number.

To find an item on the library shelves, you need three pieces of information, which can be found on the record:
1. The location
2. The Dewey Decimal number
3. The author

This area lists the subject headings for the item. Click any subject heading to see a list of other items with the same subject heading.

This is an example of a spine label for the item above.
- 1st line is the location
- 2nd line is the Dewey #
- 3rd line is the author