Shelf Order and the Dewey Decimal System
What is Dewey?

- Melvil Dewey – 1876

- Classification system designed as a way to organize library material by subject to make it easier to find

- Uses numbers and letters to coordinate material – address for each book on the shelf

- Begins with general area and progresses to specific area
# Dewey ‘Hundreds’ Division

<table>
<thead>
<tr>
<th>000</th>
<th>100</th>
<th>200</th>
</tr>
</thead>
<tbody>
<tr>
<td>Almanacs, World Records, Computers, Internet, UFO’S, Strange Stuff</td>
<td>Paranormal Phenomena, Feelings, Psychology, Salem Witch Trials, Philosophy</td>
<td>Religion and Mythology</td>
</tr>
<tr>
<td>300</td>
<td>400</td>
<td>500</td>
</tr>
<tr>
<td>Social Issues, Fairy Tales, Folk Tales</td>
<td>Languages, Grammar, Dictionaries, Thesaurus</td>
<td>Science &amp; Math, Space, Earth, Weather, Animals, Plants</td>
</tr>
<tr>
<td>600</td>
<td>700</td>
<td>800</td>
</tr>
<tr>
<td>Technology-How things are made, Human Body, Health &amp; Disease, Pets, Farms, Cars, Cooking</td>
<td>Arts, How to Draw, Cartooning, Graphic Novels, Crafts, Music, Sports</td>
<td>Literature and Poetry</td>
</tr>
<tr>
<td>900</td>
<td>920</td>
<td>BIO</td>
</tr>
<tr>
<td>Atlases, Geography, History &amp; Travel, Continents, Countries</td>
<td>Compiled Biographies</td>
<td>Individual Biography</td>
</tr>
</tbody>
</table>
Each ‘hundred’ class is divided into ‘Tens’

- 500 – General Sciences
- 510 – Mathematics (Counting books, Shapes, Colors)
- 520 – Astronomy (Space, Solar System, Stars)
- 530 – Physics (Forces, Motion, Energy)
- 540 – Chemistry (Elements)
- 550 – Earth Sciences (Rocks, Volcanoes, Earthquakes, Weather)
- 560 – Paleontology (Dinosaurs)
- 570 – Life Sciences (Life cycles, Cells, Classification)
- 580 – Botanical Sciences (Plants)
- 590 – Zoological Sciences (Animals)
Each ‘Ten’ is further divided...

- 560 - Paleontology, Paleozoology
- 561 - Paleobotany
- 562 - Fossil invertebrates
- 563 - Fossil primitive phyla
- 564 - Fossil Mollusca & Molluscoidea
- 565 - Other Fossil invertebrates
- 566 - Fossil Vertebrata
- 567 - Fossil cold-blooded vertebrates
  - DINOSAURS
- 568 - Fossil Birds
- 569 - Fossil Mammals
Each ‘Ten’ is even further divided by decimals....

**General Dinosaurs:**

567. 9  “New Dinos: The lastest finds! The coolest dinosaur discoveries” by Shelley Tanaka

**Specific types:**

567.912  “Velociraptor” by Daniel Cohen

567.913  “Apatosaurus and other Giant, Long-necked, Plant-eaters” by Virginia Schomp
Further identification.

- Second line of a call number is called the ‘Cutter’
- First three letters of the author’s last name

567.9  “New Dinos: The lastest finds! The coolest dinosaur discoveries” by Shelley Tan

567.912 “Velociraptor” by Daniel Cohen

567.913 “Apatosaurus and other Giant, Long-necked, Plant-eaters” by Virginia Schomp
Shelving... ‘Rules of the Road’

- Books placed on shelf by Dewey order
- File numerically by ascending number:
  
  560, 561, 562, 563, 567

- File **digit by digit**:
  
  560.001
  560.015
  560.07
  560.13
  560.135
  560.2
  567
  567.9
  567.912
...... Rules of the Road....

- File ‘cutter’ line alphabetically:
  first three letters of author’s last name
  first three letters of title  (do not use articles, e.g, the, a, an)

- Same call number, file by cutter:
  567.912  567.912  567.912  567.912
  **BAK** (ker)  **COH** (en)  **DIN** (osaur)  **NUN** (n)

- Same cutter/author, file by title:
  567.912  COH  ‘Allosaurus’
  567.912  COH  ‘Tyrannosaurus’
  567.912  COH  ‘Velociraptor’
...Rules, Rules, Rules...

Biography

- Dewey call is **B**
- Cutter is the entire last name of subject
- If subject is the same, file next by author

  - B Jordan
  - B Obama by Brill, Marlene
  - B Obama by Devaney, Sherri
  - B Washington (Booker T.)
  - B Washington (George)
Rules to Shelve By

**Fiction**

- Call number is **FIC**

- File by cutter, the first three letters of author’s last name:
  - FIC **CLE**
  - FIC **DAN**
  - FIC **HOR**
  - FIC **WAL**

- File by author’s entire last name/first name/first word of title:
  - FIC **CLEARMAN**
  - FIC **CLEARY**
  - FIC **Cleave**
    - Clearman, **Donna**
    - Clearman, **Harold**
....Rules continued....

**Story Collection**

- Call number is **SC**
- File by Cutter, the first three letters of author’s last name:
  - **SC BRU** ‘Bruce Coville’s Book of Aliens II’ compiled and edited by Bruce Coville
  - **SC BRU** ‘Dog People: Native Dog Stories’ by Joseph **Bru**chac
  - **SC DAH** ‘The Umbrella Man’ by Roald **Dah**l
  - **SC HOR** ‘**Hor**se Tales’ edited by June Crebbin
  - **SC VIV** ‘Chills Run Down My Spine’ by Jackie **Vivelo**

- File by author’s entire last name/first name/first word of title
More Rules

Easy Fiction

- Call number is **E**
- File by Cutter, the first three letters of author’s last name:
  - **E** ACK  **E** DAN  **E** HOR  **E** POL
- File by author’s entire last name/first name/title
  - **FIC, SC, E**
- if same author, file next by title:
  - E ACKerman, Karen ‘The Banshee’
  - E ACKerman, Karen ‘The Song and Dance Man’
  - E ACKerman, Karen ‘When Mama Retires’
Exceptions to the Rule...

- Prefix denotes a location/grouping:
  - PROF = Professional
  - REF = Reference

- Suffix specifies language:
  - 567.9 BAK FRE French
  - 567.9 BAK SPA Spanish
  - 567.9 BAK VIE Vietnamese
  - 567.9 BAK JPN Japanese
On-Line Resources

- ‘Dewey Browse’

- ‘Let’s do Dewey”
  [http://www.mtsu.edu/%7Evvesper/dewey2.htm#What](http://www.mtsu.edu/%7Evvesper/dewey2.htm#What)

- ‘Order in the Library’