

Using classmarks - how to find a book

This guide is to help you physically find the book that you want, once you have identified it on the Library catalogue.

Scenario

You want to find a book called 'Empowering a Peasantry in a Caribbean Context by Carl Greenidge

Step one

Search the catalogue to find the book you want, as shown in the image on the right.

Click on the book title for more information about the classmark and book.

The screenshot shows the Warwick Library search interface. At the top, there's a navigation bar with 'WARWICK thelibrary' and links for 'Encore home', 'Databases', 'Classic catalogue', and 'Encore help'. A search bar contains the text 'Empowering a Peasantry in a Caribbean Co' with a search button. Below the search bar, there's a suggestion: 'Did you mean: engineering practice in a global context?'. There are tabs for 'Catalogue' and 'Articles'. The search results show 'Results 1 - 1 of 1 for Empowering a Peasantry in a Caribbean Context'. A 'Refine by' section on the left shows 'Search Found in: Title (1)' and 'Format: Print Book (1)'. The main result is 'Empowering a peasantry in a Caribbean context : the case of land settlement schemes in Guyana, 1865-1985 / Carl B. Greenidge, Carl.' with additional actions like 'Print Book | 2001' and 'Available at Main Library (HD540.3.G74) see all'. A teal arrow points from the text 'Click on the book title...' to the book title.

Step two

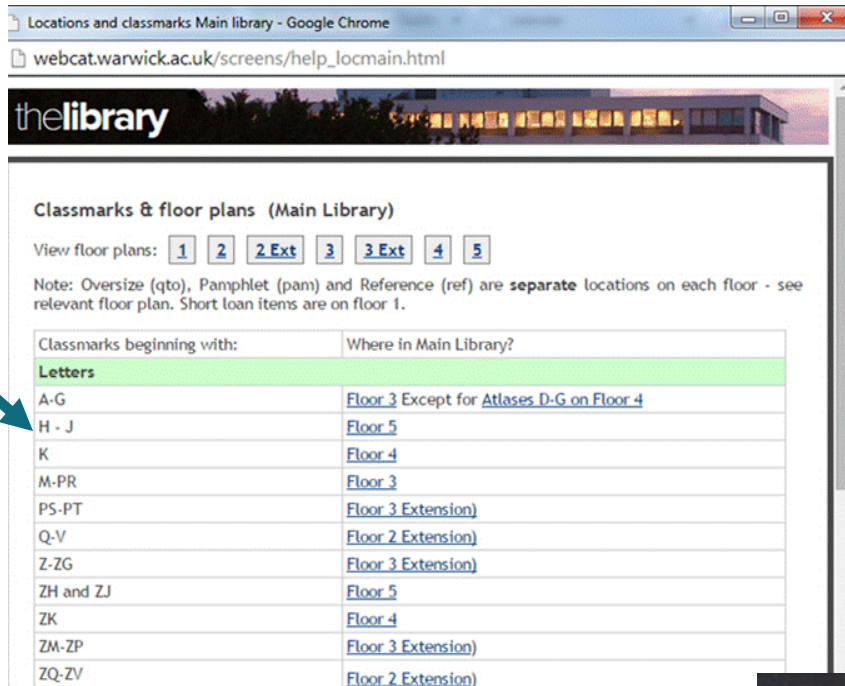
Write down the classmark. In this case:

HD 540.3.G74

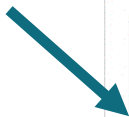
The catalogue will also tell you what floor that book is kept on.

Click on Location.

The screenshot shows the Warwick Library item details page. At the top, there's a navigation bar with 'WARWICK thelibrary' and links for 'Encore home', 'Databases', 'Classic catalogue', and 'Encore help'. A search bar contains the text 'Empowering a Peasantry In a Caribbean Co' with a search button. Below the search bar, there's a link for 'Back to results'. The main result is 'Empowering a peasantry in a Caribbean context : the case of land settlement schemes in Guyana, 1865-1985 / Carl B. Greenidge, Carl.' with additional actions like 'Print Book | University of the West Indies Press | 2001' and 'Available at Main Library (HD540.3.G74)'. A teal arrow points from the text 'Click on Location...' to the 'Location' column in the table below. The table has columns for 'Location', 'Classmark', 'Barcode', 'Loan Type', and 'Status'. The row shows 'Main Library', 'HD540.3.G74', '01132482', 'STANDARD', and 'AVAILABLE'. There's also a QR code on the right side of the page.



H classmarks are on floor 5.



the library

Step three

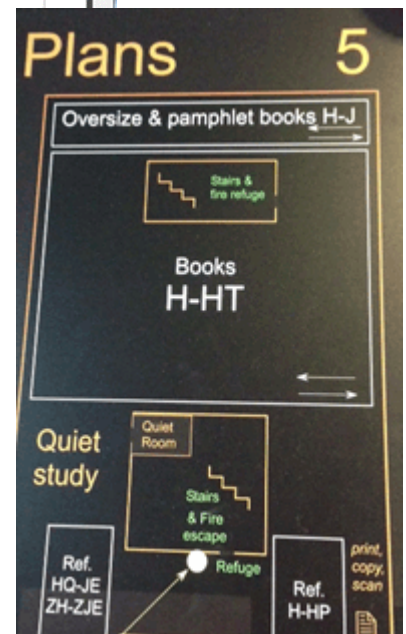
- Go to the appropriate floor and check the floor map, by the lifts, to see approximately where your book will be
- Now go to that section and look for the shelves beginning with the same letters as the book you are looking for (in this case HD)
- Read each part of the classmark separately and in order

Example: **HD 540.3.G74**

- Split the classmark into parts, splitting letters from numbers

HD 540.3 G 74

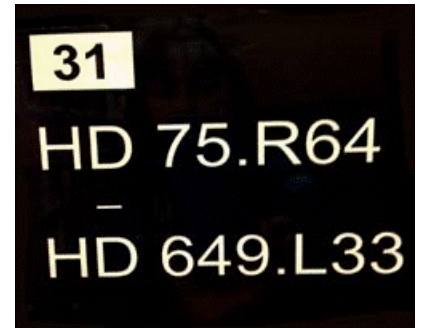
- Look for **HD** labelled books first. You will find them in alphabetic order, so they will be just after the HC books
- The end of the shelves are labelled with the range of filed classmarks. There are also signs and floor plans to help you locate where books are filed



- Having found books starting with **HD** then **within** the **HD** books look for the number **540.3**

In this example **HD 540.3** will be somewhere between **HD 75** and **HD 649**

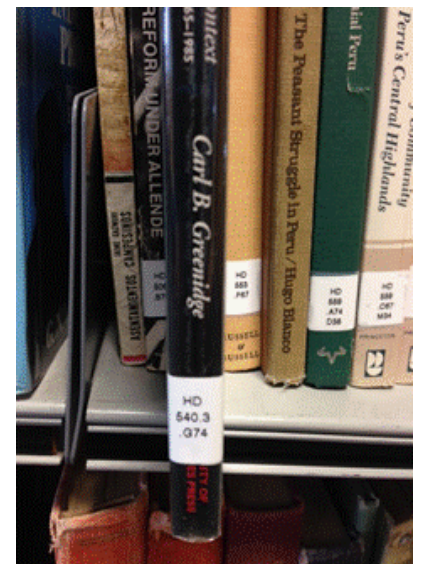
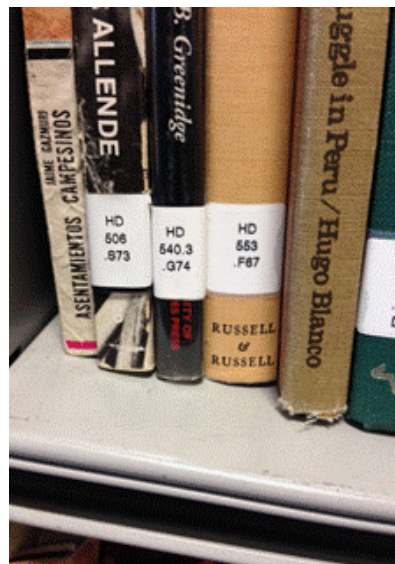
- Once you have found the books **HD 540.3** then **within** that section, look for **G**
- Once you have found the **G**'s then look for **74**



Note, the **74** is a decimal number as it comes after the point in the class **.G74** and so should be read as **0.74**.

In this example (far right) **G74** would come after **G733**

Note, letters come before numbers. Letters are filed alphabetically and numbers in ascending order.



The Education section has its own classification system, but the way of looking for education books remains the same.

Eg. **371.395.WES** **371 395 WES**

- Read each part of the classmark separately and in order. Look for the **371** labelled books first (they will be in numerical order)
- then look for **.395** within the **371** books
- then look for **WES** within the **371.395** books

For more information on classmarks please visit the following section of our website: [Using the Library / study spaces / main library / classmarks and locations guide >>](#)