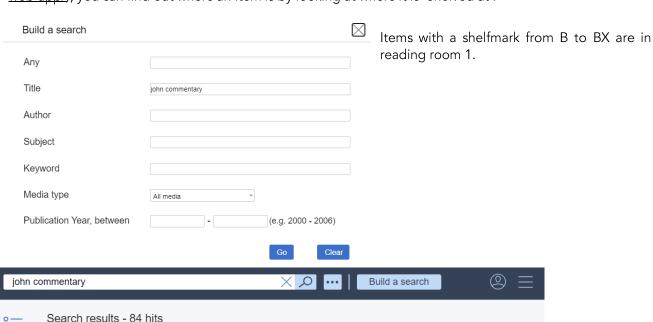
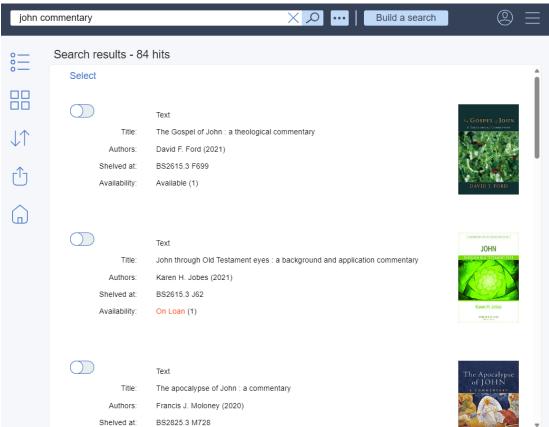


Finding items in the Gamble Library

Gamble Guides

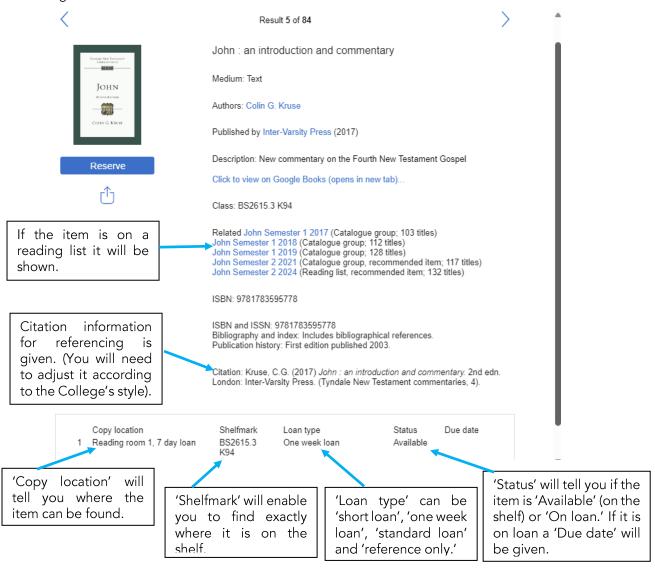
After searching using 'Build a search' on the library's online catalogue (https://union.cirqahosting.com/cirqa-web-app/), you can find out where an item is by looking at where it is 'Shelved at'.







Clicking on the title of a book shows more details for the item:



Locations include reading room 1, the corps room and the periodical room.





Reading room 1 is the main part of the library where the majority of books are found. It holds:

- the new classification books (Library of Congress)
- short loan and one week loan items
- biographies
- most of the old classification books
- the new books table
- the latest journal issues.





The new classification, Library of Congress books. (The new journals stand is also pictured on the left).





Short loan and 7 day loan items are stored behind the issue desk. Ask a member of library staff for them. Make sure you know the title and the shelfmark of each book you want so you can tell staff.



Biographies and works by different theologians are found around the outside of the library, on the lower shelves. They are classified under BY_ e.g. under BYL you would find works by C.S. Lewis or Martin Luther.



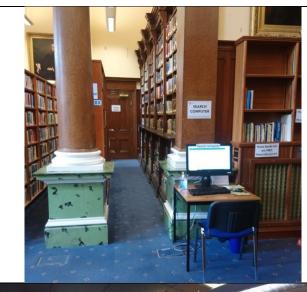
Old classification books are stored on the high shelves around the outside of the library.



Any library member can borrow books from the new books table.



The corps room door is at the far end of reading room 1. You pass the search computer to reach it.





The corps room

The corps room contains the Reference, Irish, Scottish, Oversize, Congregational Histories and Pamphlet collections. It holds the rest of the old classification books as well as the Accounts, Minutes, and Reports of the General Assembly of the Presbyterian Church in Ireland.









Oversize collection (OS).



Scottish collection (CAL), Accounts, Minutes, and Reports of the General Assembly of the Presbyterian Church in Ireland, and Irish collection (HIB).





Congregational histories (HIB BX9064, left) and Oversize Irish collection (OS HIB).

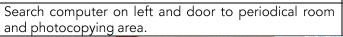
Pamphlet collection (PAM).



The door to the periodical room is just past the issue desk in reading room 1. Go right just before the search computer. You go through the printing and photocopying area and go up the stairs to get to the periodical room. The periodical room contains hardcopies of journals and the computer suite.









Printing and photocopying area. Stairs to periodical room are on the left just out of view.

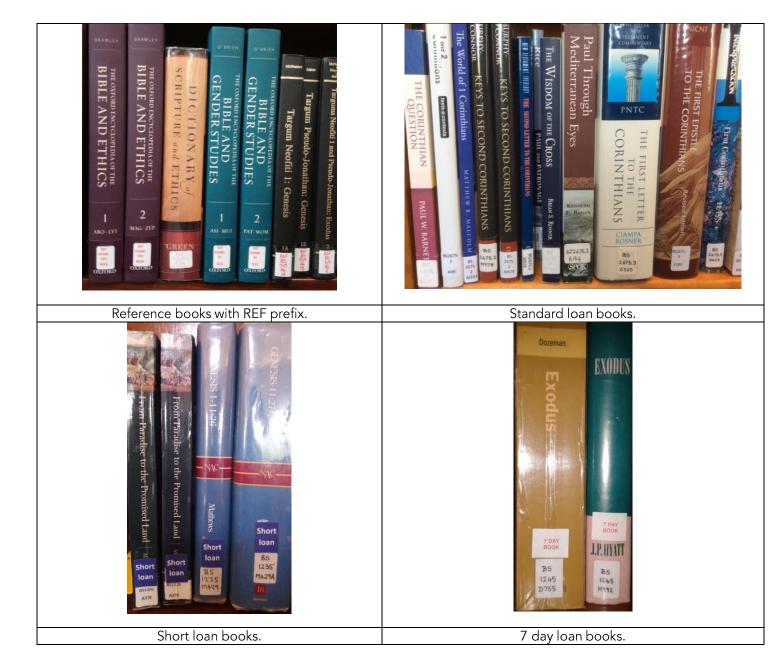


The periodicals room. Journals are arranged by alphabetical order around the outside of the room first, then in the centre. The computer suite is in the centre of the room.



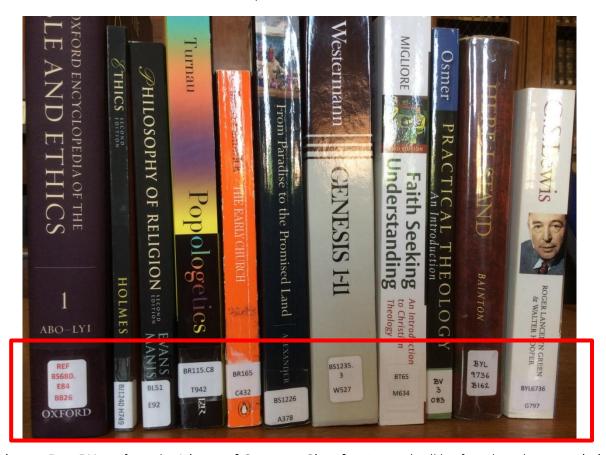
There are several different loan types: reference, standard loan, short loan and 7 day loan.

Reference books are found in the Reference collection in the corps room and the Irish and Scottish collection also have a small reference collection. These cannot be borrowed. Short loans and 7 day loans are stored behind the issue desk on your right as you enter the library. They have short loan or 7 day loan stickers on their spines. Standard loan books are usually on the ordinary, new classification shelves.





Class or shelfmarks are usually found on the spine of books. They are a code for the subject of the book.



The letters B to BX are from the Library of Congress Classification and will be found on the main shelves in reading room 1. They are shelved in alphabetical and numerical order.

For example, The New Testament : a thematic introduction / Beker. BS2330.2 B424.

Section 1	Section 2	Section 3	Section 4
BS	2330	.2	B424

Section 1

Read this section in alphabetical order. (E.g. B, BD, BF, BJ, BL, BM, BR, BS etc.) Use the **signs on the bookcases** to help you find the BS area of the library.

Section 2

Read this as a whole number in numerical order. E.g. 1, 15, 200, 680, 1190, 2330 etc.

Section 3

Read the number as a decimal. E.g. BS2330.2 comes before BS2330.3.

Sometimes this section can be a combination of letters and numbers. Read the letter alphabetically. E.g. BS2545.B36, BS2545.C567, BS2545.D45.

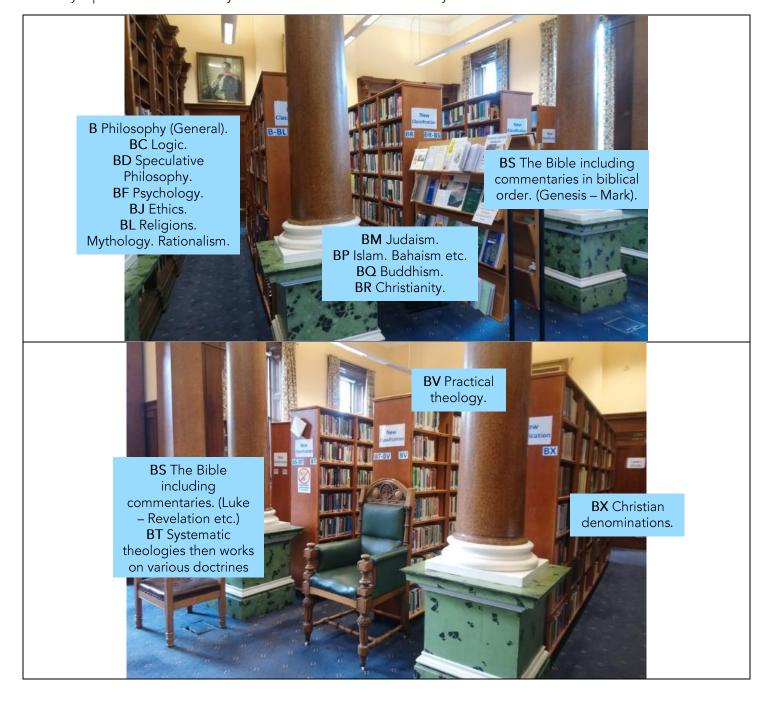


Letters always come before numbers. E.g. HA100.A3 comes before HA100.3.A64.

Section 4

This represents the author's surname. It is shelved in alphabetical and numerical order.

The following pictures give a rough guide to the letters in the Library of Congress Classification, the subjects they represent and where they can be found in the Gamble Library.







Biographies and works by or about famous theologians, found along the lower half of the outside of reading room 1 have shelfmarks beginning with BYA through to BYZ. The A to Z usually represents the surname of the person who the biography or work is about or by. For instance, BYC1683 to BYC1688 will hold books about Calvin. BYB7142 to BYB7148 will hold works about or by Bonhoeffer. BYL6732 to BYL6738 will hold works about or by C.S. Lewis.

Books in the corps room will have a prefix before section 1.

BIB means the book is a bibliography and is in the Reference collection, e.g. BIB BYL6737 G612.

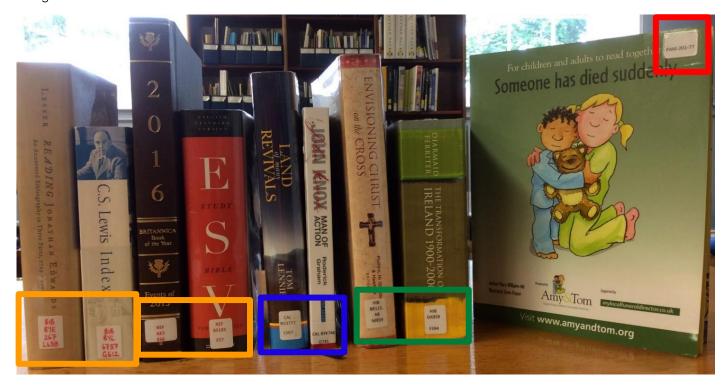
REF means the book is in the Reference collection, e.g. REF BS185 E57.

OS means the book is in the Oversize collection, e.g. OS BR482 J73.

CAL means the book is in the Scottish collection, e.g. CAL BR787 B853.

HIB means the book is in the Irish collection, e.g. HIB BX4839 B433.

Pamphlets stored in the corps room have PAM before two numbers. They do not follow the Library of Congress Classification.





Other books are kept in the store or rare books room. Ask library staff to get these for you. These books will have class or shelfmarks which begin ST-; RBR-; RPA-; RPM-, e.g. ST-00540; RBR.1.280; RPA460; RPM317. Most store books can be borrowed, but rare books room materials can only be consulted in reading room 1.

If you search the catalogue for a journal title their class or shelfmark reads PERIODICALS. Journals in the periodical room are arranged alphabetically by journal title. They run around the outside of the room first then along the bookcases in the centre of the room. They are reference only but can be photocopied. (Remember to obey copyright regulations when photocopying – one whole article from, or 10% of, a journal issue, whichever is greater, may be copied).

Remember: Ask a member of library staff if you cannot find something you need in the library. They will be happy to help.