

How to Read Library Call Numbers and Find Journal Articles

Ask Us @ Your Library! The Librarians are here to answer your questions if you need help.

LOCATIONS

- **Books to Borrow**—Cravens 5th – 9th Floors
- **Educational Resources Center (ERC)**—College of Education (Tate Page Hall) 3rd floor
- **Government Documents**—Helm Ground Floor (Basement)
 - Government Document call numbers have a colon in the middle, such as C 3.275 : C 37.
- **Periodicals**
 - 1986 to present, Helm 2nd Floor
 - 1985 & older, Helm Basement
 - All Periodicals are shelved alphabetically
- **Reference Books**—Helm 1st Floor
- **Visual & Performing Arts Library (VPAL)**: Cravens 2nd Floor. VPAL call numbers include: GT 495 – GT 2350; GV 1580 – GV 1799.4; All of M; All of N; PN 2000 – PN 3307; All of TR; TT 1 – TT 985

HOW TO READ THE LIBRARY OF CONGRESS CALL NUMBERS

Example: **BF 11 .H39**

BF = Subject Area

11 = Location within the Subject – *Like a Street Address*

Numbers go from 1-9999, so 11 is in beginning of BF section, 9879 at end of BF section

.H39 Letter stands for author's last name and shows where in BG11 the book sits on the shelf.
(If there is no author—such as an edited book—the letter may stand for the 1st word of the title.)

FINDING THE FULL TEXT OF AN ARTICLE

Look for the following links in the citations of the database results:

- PDF Full Text
- HTML Full Text
- XHTML Full Text
- Linked Full Text
- “Browse this journal issue in . . .” link
- Click the **TOUR button** to check if article is available full text in another database



IF CITATION IS NOT FULL TEXT

If there are no Full Text links or results from the TOUR button, click:



INFORMATION NEEDED TO CITE YOUR WORK

- Journal citations generally require the author name, article title, journal title, volume number, issue number, the date the article was published, and that page numbers of the article.
- Book citations generally require the author name, book title, city and state in which the book was published, name of the publisher, and the date the book was published.