

**How the
Library is
arranged:**



guide to Dewey numbers

**Always ask the
Learning Centre
staff if you
can't find the
book you want -
they like to help!**

Learning Centre Guide 5

Website: <http://intolearningcentre.co.uk>

Brightspace: Library Services then e-library

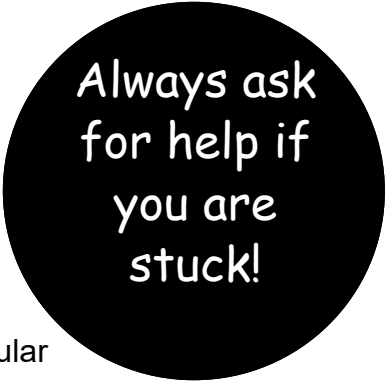
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In the Learning Centre, we use the **Dewey Decimal Classification** system to arrange our books.

The **DDC** or **Dewey** (as it is often known) is the system used by most public and academic libraries in the UK to organise their collections of books and other resources.

The DDC lists different subjects/topics and gives each of them a number. These **subject numbers** (also called **classmarks**) are the numbers we use to organise our books on the library shelves so similar topics appear together.



Always ask
for help if
you are
stuck!

This guide gives you *some* of the most popular Dewey numbers used in the Learning Centre. **There are many other topics covered in the Learning Centre as well as these.**

Remember:

- If you are looking up a specific book, use the library catalogue to find the exact Dewey number. Pick up **Guide 4: Finding a book In the Learning Centre** for more information.

If you cannot find the topic you are looking for **please ask the Learning Centre staff**

| Subject | Dewey Number |
|---------------------------------------|--|
| Academic Writing | 371.3028; see also 428.24 English for Academic Practice |
| Accounting | 657 |
| Advertising | 659.1 |
| American Politics | 320.973 |
| Art & Design | 746.92 |
| Astronomy | 523 |
| Biology | 574; see also 612 Human Biology |
| Brand Management/ Branding | 658.827 |
| British Culture | 306 |
| British Politics | 320.941 |
| Business Research | 650.071 see also 371.3028 Research Methods |
| Business Statistics | 650.0151 |
| Chemistry | 540 |
| Computing | 005.3 |
| Consumer Behaviour | 658.83 |
| Cookery | 641.5 |

| Subject | Dewey Number |
|--------------------------------------|---|
| Dentistry | 610.7 |
| Dissertation Writing | 371.3028 |
| Driving | 629.283 |
| Economics | 330 |
| Engineering | 620; 621; 624.1 |
| English (different levels) | 428.24 |
| English for Academic Practice | 428.24 (green & orange dot) |
| English Dictionaries | 423 |
| Ethics | 174 |
| European Union | 320.95 |
| Financial Accounting | 657 |
| Geography | 910 |
| Globalisation | 330.122 |
| History: British | 942 see also 329.942 Social History |
| History: European | 940 |
| History: Social | 329.942 see also 942 British History |

| Subject | Dewey Number |
|----------------------------------|-------------------------------------|
| Human Biology | 612 see also 574 Biology |
| Human Resource Management | 658.3 |
| IELTS (English) | 428.24 (orange dot) |
| Law | 340 – 347 |
| Leadership | 658.402 |
| Macroeconomics | 330.1 |
| Management | 658 |
| Management Accounting | 657.42 |
| Market Research | 658.83 |
| Marketing | 658.8 |
| Mathematics | 510 |
| Mechanics | 531 |
| Media | 302.23 |
| Medicine | 610.3 |
| Microeconomics | 338.5 |
| Motivation at Work | 658.3 |

| Subject | Dewey Number |
|---------------------------------|--|
| Operations Management | 658.5 |
| Organisational Behaviour | 658.4 |
| Physics | 530 |
| Political Parties | 329.942 |
| Politics | 320 |
| Politics: American | 320.943 |
| Politics: British | 320.941 |
| Psychology | 150 |
| Racism | 305.8 |
| Religion | 200 |
| Research Methods | 371.3028 see also 650.071 Business Research |
| Sales & Selling | 658.85 |
| Sexual Politics | 306.7 |
| Sociology | 301 |

| Subject | Dewey Number |
|--------------------------|---------------------|
| Sociology of Work | 306.3 |
| Statistics | 519/ 519.5 |
| Study Skills | 371.3028 |
| Teamwork | 658.402 |
| Travel Guides | 914 |
| Women's' Rights | 305.42 |

**Understanding how
libraries arrange
their books and
material gives you
a great headstart
when you go to
University**

There are a range of useful guides to help you get the most out of the Learning Centre and the Library. Pick up a set from the Learning Centre. Topics include:

| | |
|--|--|
| Finding a book in the Learning Centre | Pre Masters Programme: finding information |
| How the library is arranged: guide to Dewey numbers | English (all levels): finding information |
| Online resources to help your studies | Finding the BEST information for your studies |
| Using the Ebsco Databases: simple searching | Accounting & Finance: finding information |
| Using the Ebsco Databases: advanced searching | Business & Economics: finding information |
| Using <i>Issues Online</i> | Companies: finding information |
| Using Electronic/ Ebooks | Management & Organisational Behaviour: finding information |
| International Foundation-Humanities: finding information | Politics: finding information |
| International Foundation Science: finding information | Sciences: finding information |
| International Foundation -Art & Design: finding information | Using the <i>Reviews</i>: Biological Sciences Review; Business Review; Chemistry Review; Economic Review; Physics Review; Politics Review |
| International Year One: finding information | |

