

## U3A Library

The U3A Library is comprised of books which members have donated over a period of years. The books are shelved in book-cases along the walls of the entrance corridor to the U3A rooms.

The books are grouped into several categories as follows:

Autobiographies and Biographies

Dictionaries

Encyclopaedias

Fiction, including French novels

Non Fiction

Maps

Quarto size, which includes all the above categories.

Fiction books, except French, are arranged in sequence alphabetically by the first author's/ editor's surname.

Non-Fiction books, French literature, Dictionaries, Encyclopaedias and maps are classified by an abbreviated form of the Dewey Decimal system followed by the first three letters of the first author's/editor's surname and the appropriate label is placed on each book.

### Classification of Non-fiction Books

001 General

100 Philosophy & Psychology

200 Religion

300 Social Sciences

400 Languages

500 Natural Sciences & Maths

600 Applied Sciences

700 The Arts

800 Literature

900 Geography & History

Each Quarto book is labelled appropriately to its category and placed in sequence order.

Autobiographies and biographies are in sequence according to the first three letters of the subject name and a corresponding label is on each book.

The shelves carry labels locating the main categories and there are labelled shelves for donations, borrowings and returns.

All books may be borrowed using an honour system. There is no time limit on

borrowings. Members are requested to please write the appropriate information in the provided notebook when borrowing and returning books and leave returned books on the returns shelf. The library persons will replace the books on shelves.

Our Librarians, Barbara and Dorothy welcome suggestions from members about the Library. ~ Barbara McDougall and Dorothy Houlden