



Bruxelles

College of Europe  
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# LIBRARY SKILLS HOW TO FIND BOOKS ON THE LIBRARY SHELVES



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# LIBRARY SKILLS

Found the book you want in the catalogue, but you can't find it on the shelves? Example 9

## LOCATION ON THE SHELF

1. Check the main location

in example : *Reading Room*

2. Shelfmark = location within the main location

**1st** 6 numbers (= subject code)

in example 02.01.02

**2nd** 3 numbers (= subdivision) in ex. 020

Sometimes followed by a country code ( ) in ex. 3

**3rd** 4 letters

in ex. BACH

**4th** number (edition number)

1. [EU cohesion policy : reassessing performance and direction](#)



by [John Bachtler](#), [Peter Berkowitz](#), [Sally Hardy](#)

Print book 2017

Held by: [College of Europe](#)

College of Europe Reading Room

02.01.02 020 (3) BACH

**LOCATION OF THE BOOK**

# LIBRARY SKILLS

## HOW AND WHERE DO YOU FIND THEM ?

**Reading room** : book collection located on the ground floor and Orsányi mezzanine(

**Reference room** : dictionaries and directories  
above the shelfmark : **REF** →ground floor at the entrance of Reading room

**Periodical room** :  
above the shelfmark : **P** →2nd floor

**STLC : Self-teaching language and career room**  
above the shelfmark : **STLC** →ground floor, separate room before the Reading room

**EDC** : European Documentation Centre  
These labels are coloured →each colour stands for one or more international organisations

→ ground floor :  
**United Nations,, WTO, ILO, World Bank, IMF**  
**EFTA, Benelux, EBRD, BIS**  
**Council of Europe**

→ first floor :  
**OECD**  
**European Union**



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## LIBRARY SKILLS

If you have any questions or suggestions for other presentations to facilitate your library experience :

Feel free to contact :  
[renee.maeyaert@coleurope.eu](mailto:renee.maeyaert@coleurope.eu)



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