Finding Resources
In the Learning Resource Centre

**Step 1.**

When you do a search on the **Web Catalogue**, like a search engine you get a list of results matching your search criteria.

Select a record from the list by clicking on the title (blue hyperlink).

Check that a copy of the item shows available at the site you are at.

If it is on loan the date it is due to be returned is displayed.

**Step 2.**

Make a note of the details to find the item on the shelf including:

- Title and Author
- Location or Collection
- Type of material (eg book, DVD etc)
- **The classification number**

**Step 3.**

Use the colour coded Hub LRC map to find your way around the LRC to your subject area.

The resources are classified and arranged around the LRC into subject groups. Different subjects are given different classification numbers. (Dewey Decimal Classification)

The **classification number** helps you pinpoint exactly which shelf to find the items on. Each item is labelled with the number and shelved in number (then author) order.