

ABERDEEN 2040

Tour of the Sir Duncan Rice Library: Subject Floor

Floor Layout & Borrowing

January 2023

Floors & Subject Directory

The Library collection is organized following the **Dewey Decimal Classification system**.

Running from 000-999, each Subject Floor contains specific resources for a range of academic disciplines:

- **000-299**: Information Science, Psychology, Philosophy and Religion (Floor 7)
- **300-399** : Social Sciences and Education (Floor 6)
- **400-699**: Languages, Science and Engineering (Floor 5)
- **700-899**: Music, Art & Visual Culture and Literature (Floor 4)
- **900-999**: Geography and History (Floor 3)

If you require more information and/or assistance, please speak with a member of Library staff.

Building Orientation

As you move around the building, each Floor is clearly marked, and the following directories will be found in the North & South Stairwells. Each Floor also has a specific map and directory next to the lifts.

Floor Directory			
Services & Facilities	Floor	Subjects	Floor
Accessible Toilets	All Floors	Accounting	5
Assistive Technology Booths	1,4	Agriculture	5
Baby Changing Facility	G	Anthropology	6
Break Out Room	7	Archaeology	3
Calli	G	Art History	4
Co-Labs	3-6	Biology	5
Current Newspaper Area	1	Botany	5
Events Area	G	Business & Management	5
Exit	G	Chemistry	5
First Aid Room	7	Classics	4
Flexible Learning Area	7	Computer Science	7
Gallery	G	Criminology	6
Gluckman Conservation Centre	LG	Economics/Finance	6
Group Study Rooms 1 and 2	7	Education	6
Heavy Demand Collection	1	Engineering	6
Information Centre	7	English	4
Information Points	LG, 2-6	Film Studies	4
Meeting Rooms 1 to 3	7	Geography (Human)	4
MFDs (Print/Photocopy/Scan)	1-7	Geography (Physical)	5
Multifilm Room	1	Geology	3
Multimedia Room	1	History	3
		History & Philosophy of Science	5

6			
Services & Facilities			
Accessible Toilets			
Co-Labs			
Information Point			
MFDs (Print/Photocopy/Scan)			
Quiet Study Area			
Reader Canal			
Self-Service Kiosk			
Study Rooms			
Teach Resources Collection			
Toilets			
Water Fountain			

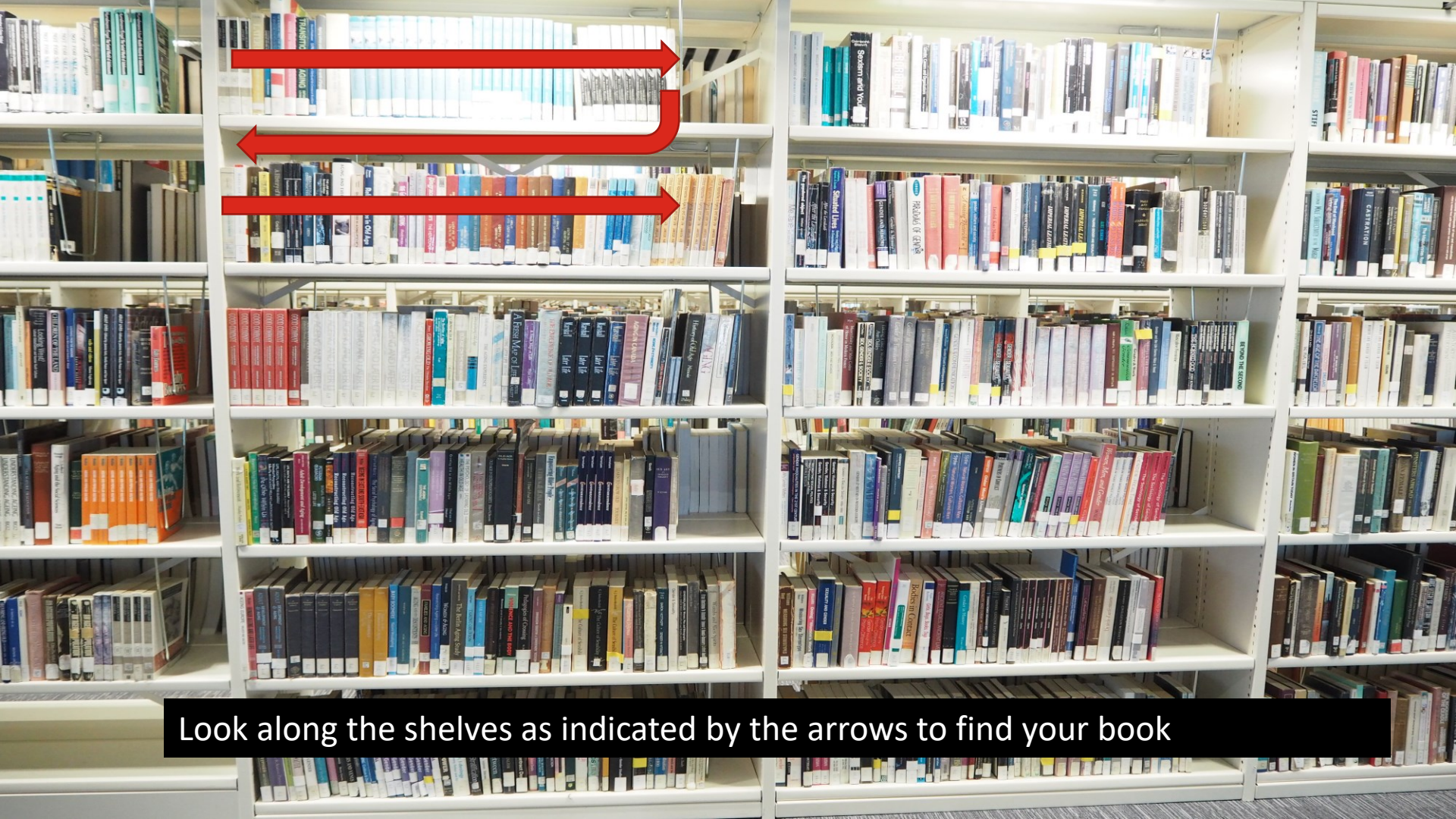
Subjects			
Anthropology			
Criminology			
Economics/Finance			
Education			
Geography (Human)			
Politics & International Relations			
Social Science			

ALL FLOORS			
Services & Facilities	Floor	Subjects	Floor
Accessible Toilets	All Floors	Accounting	5
Assistive Technology Booths	1,4	Agriculture	5
Baby Changing Facility	G	Anthropology	6
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Current Newspaper Area	1	Business & Management	5
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Gallery	G	Criminology	6
Gluckman Conservation Centre	LG	Economics/Finance	6
Group Study Rooms 1 and 2	7	Education	6
Heavy Demand Collection	1	Engineering	6
Information Centre	7	English	4
Information Points	LG, 2-6	Film Studies	4
Meeting Rooms 1 to 3	7	Geography (Human)	4
MFDs (Print/Photocopy/Scan)	1-7	Geography (Physical)	5
Multifilm Room	1	Geology	3
Multimedia Room	1	History & Philosophy of Science	5
		History	3
		Law	3
		Literature	4
		Mathematics	4
		Media	4
		Philosophy	4
		Politics & International Relations	4
		Psychology	4
		Social Science	4
		Teaching Resources Collection	4
		Visual Arts	4
		Water Fountain	4
		Writing	4
		Writing Desk	4

Shelfmarks & Locating Books

- Each book in our collection has a unique **shelfmark**, a combination of numbers and letters (e.g. 511.234 BUR).
- Find the shelving unit that contains this shelfmark by looking at the signs displayed on them.
- Search along the spines of the books until you find the matching item.



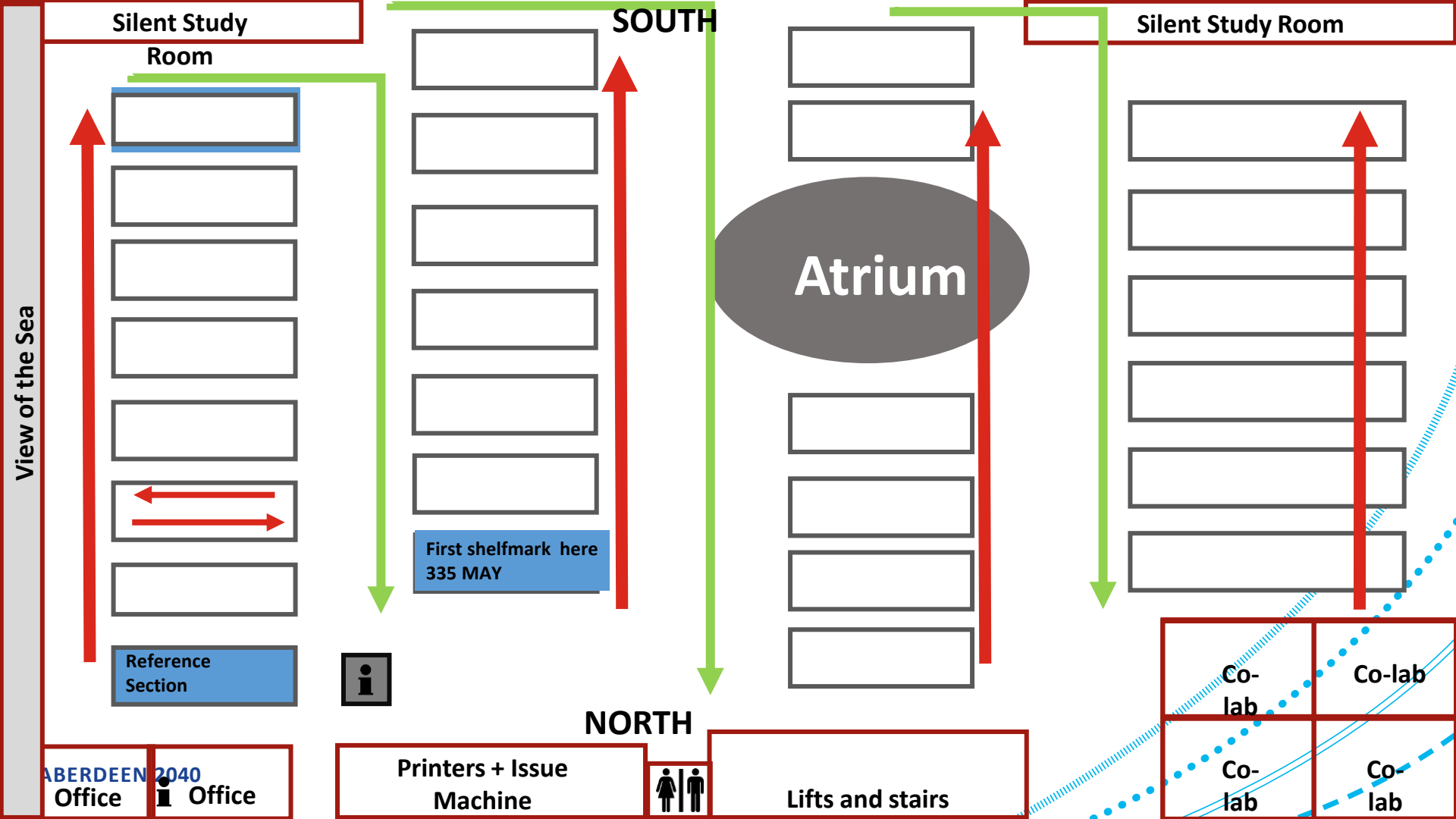


Look along the shelves as indicated by the arrows to find your book

Floor Layout

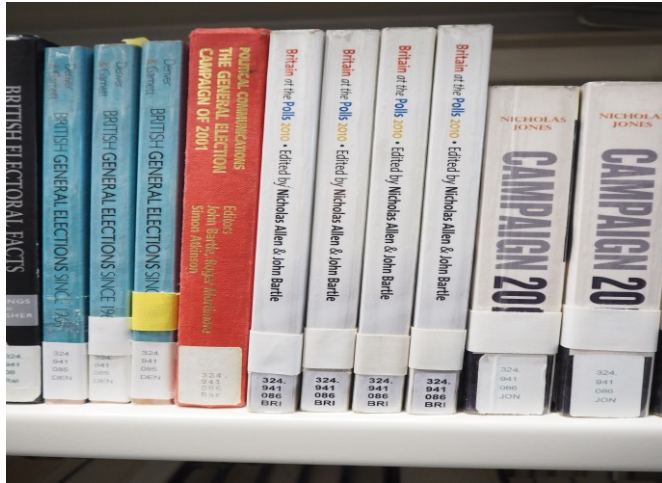
- Each Floor's collection begins with the Reference material in the north-east corner.
- Always return to the north side of the floor to start a new row of shelves.
- Each shelving unit clearly displays the range of shelfmarks it contains.
- The following map shows the system in practice
- If you have any difficulties in locating your resources, please ask a member of Library staff for help.





Borrowing Books

- 3-day loan (yellow tape)
- 4-week loan (white tape)
- Long loan (no tape)



Self-Service Machines & PIN Numbers

- The Self-Service Machines are on the Ground, 1st, 4th and 6th Floors.
- Operational with your University ID card and a four-digit PIN
- There is also a sign on each machine with a QR Code to scan to set up your PIN.
- Please speak to a member of Library staff if you need help.



Loans



1 Lady Susan ; The Watsons ; San...
Austen, Jane,
Due: 13/05/2022, 22:00
Pick up: Sir Duncan Rice Library Floor
4 823.74 La Dr

2 A necessary spectacle : Billie Je...
Roberts, Selena.
Due: 25/09/2021, 22:00
Pick up: Sir Duncan Rice Library Floor
4 796.342092 KIN ROB

3 Arthur Ashe : tennis and justice ...
Hall, Eric Allen.
Due: 25/09/2021, 22:00
Pick up: Sir Duncan Rice Library Floor
4 796.342092 ASH HAL

Requests



There are no requests

Fine + fees



There are no fines

Blocks + messages



There are no blocks or messages

Borrowing Rules & Regulations

There are limits on the number of books that you can borrow at any one time:

- Undergraduate Students: 20 books
- Taught Postgraduate Students: 20 books
- Research Postgraduate Students: 40 books

More information on this and the rules and regulations can be found on the Library website. You can also manage your account through 'My Library Card' when you sign into Primo.