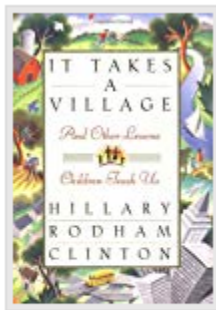


How to Locate Books in the MBFPC Library

1. Go to the website: librarycat.org/lib/mbfpclibrary
No username or password is needed. A link to this site is also available from the church website.
2. Type the book title, author, topic, or type (biography, reference, media, medical, or fiction) of material you wish to find.
3. Note the **Tags** section of the item you want. The books are arranged:
First by color with a dot on the spine which corresponds to a range within the cataloging system. **Signs throughout the library explain in detail.**
Second by the Dewey number on the tag (in numerical order)
Third by the first three letters of the author's last name, when available. Biographies are arranged only by color dot (red) and then alphabetically by the first 3 letters of the last name of the person the book is about.

Here is an example of a book in the MBFPC library:



It Takes a Village, and Other Lessons Children Teach Us

by Hillary Rodham Clinton

Hardcover, 1996

Tags [Neon Pink Dot, 305.2 Cli](#)

Status **AVAILABLE**

Call number 305.231



The example above, the book *It Takes a Village*, will be found in the Neon Pink dot section. Find the 300's in the neon pink area, then 305.2, then Cli.



The spine label information should match the information in the Tags section as shown here.

Please note that the cover picture shown in the catalog may or may not match the cover of the actual book in the collection.

4. Once the book has been located and taken from the shelf, the notebook on the desk next to the Reference section will specify how to check out and return the materials.