

How to Find Books in the SDSU Library

<http://infodome.sdsu.edu/howto/findbooks.shtml>

To find out if the Library has a specific book, books by a particular author, or books on a research topic, search the Library catalog, [the PAC](#).

The PAC allows you to search by author, title, author/title, subject, keywords in title, and call number.

See [PAC Search Tips](#) for further information.

In addition to books, **the PAC** includes [periodicals](#), newspapers, media, microforms, and many of our government publications, maps, and special collections. For some government publications (United States, California, and United Nations), you must consult a research librarian in the [Reference Services](#) on Love Library First Floor.

Locating Books

After finding a book in **the PAC**, write down the COMPLETE call number (look in the box toward the center of the screen under CALL #).

Book call numbers are based on the [Library of Congress Classification System](#). The call number normally consists of letters and numbers.

For example:

HD
42
M23

Look in the box toward the bottom of the screen and write down the LOCATION of the book and its circulation STATUS.

The Book Stacks

Books are arranged by call number and are normally located on shelving on Love Library [3rd](#), [4th](#), and [5th](#) floors (known as the Book Stacks). Check the LOCATION in the box toward the left of **the PAC** screen.

To find a book, go to the floor indicated for your call number and then to the Book Stack area on that floor.

Some books are located in other areas of the Library; for example, in [Reference](#), [Special Collections](#), [Coleccion Chicana](#), etc. Note the LOCATION in the box toward the left of **the PAC** screen. If you have trouble determining where a certain book is located, ask at the reference desks.

Circulating Books

If a book is checked out, the STATUS information in the box toward the right of the screen will say "DUE [date]." You may have the book recalled and/or held for you.

Patrons can place their own requests for hold/recall on the PAC using the "Request" feature in OPAC/WebPAC if the item is checked out. They only need to visit [Circulation](#) (Love Library Addition) to request a search if the item is not checked out (status=AVAILABLE) and they can't locate it.

To Locate a Book Not in the SDSU Library

If the Library does not own the book you want, you may want to:

- Contact [Interlibrary Loan](#). Books can usually be borrowed from other libraries.
- Check the holdings of [other libraries](#).