



**Exercises: Introduction to WebDewey**

**Exercise 1: Standard Search**

- Logon to **WebDewey** using the authorization: **100-xxx-xxx** password: **xxxxx**
- For each topic, enter terms in the **Standard Search** box (searching All fields)
- From the results list, select a number that matches the discipline for the topic.
- Click on the number to see the full Dewey record and determine if the number is appropriate for the topic.
- Write the number (including segmentation) and caption (heading) in the spaces below.

**1. Underwater photography for beginners**

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**2. Starting a backyard herb garden**

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**3. 21<sup>st</sup> century architecture: an international perspective**

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**4. Hypnosis in the relief of pain**

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**5. Ultimate guide to training your dog**

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**Exercise 2: Advanced Search**

- Logon to **WebDewey** using the authorization: **100-xxx-xxx** password: **xxxxx**
- Use the **Advanced Search** box to determine what the following **Dewey numbers** represent. When you find the number, click on the OPAC link to see how the number has been used. Enter the heading in the space provided.

1. **155.937**

2. **523.2**

3. **294.5**

4. **912.09**

5. **070.4**

- Use the **Advanced Search** box, selecting an appropriate index(es) (Relative, LCSH, BISAC, etc.) to determine what Dewey number should be used for the following topics. If the terms you select result in no results, use fewer terms or truncation. Make sure you click on the number from the results list to view the class record number in the schedule before making a selection. When you find the number, click on the OPAC link to see how the number has been used. Enter the Dewey number and heading in the spaces provided.

6. **Japanese comic books and manga**

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7. **Predicting earthquakes**

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8. **Bike racing**

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9. **The hummingbird enthusiast**

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10. **Complete guide to table manners**

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**Exercise 3: Browse**

- Logon to **WebDewey** using the authorization: **100-xxx-xxx** password: **xxxxx**
- Use Browse to determine Dewey numbers for the following topics. When you find the number in a results list, click on the number to see the class record. Also, click on the OPAC link to see how the number has been used. Enter the number and caption (heading) in the space provided.

**1. Milky way**

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**2. Architectural models**

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**3. Motorcycle repair**

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**4. Amendments of the Constitution of the United States**

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**5. Guide to beer making at home**

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(Optional)

**Exercise 4: Main Classes**

- Logon to **WebDewey** using the authorization: **100-xxx-xxx** password: **xxxxx**
- For each topic, using the **Main Classes** in WebDewey, first determine the discipline in which the topic belongs, next determine the division within that discipline where the topic belongs, and finally, find the section within the division where the topic belongs. Write the Discipline, Division and section numbers in the spaces provided.

Example:

**Cello music for beginners**

700	780	787
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**1. Using iPads as a reference tool in libraries**

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2. French cooking

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3. Managing your child's diabetes

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4. Curriculum planning, the dynamics of theory and practice

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5. Poetry of William Blake

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**Exercise 5: Number Building**

- Logon to **WebDewey** using the authorization: **100-xxx-xxx** password: **xxxxx**
- Find a base number and then follow the instructions to add to the number. Use the Build box in WebDewey to record the number as you add to it. Enter the number in the space provided.

1. Journal of marketing management

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2. Thai cooking: recipes

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3. Foreign relations between the United States and Canada (emphasis on U.S.)

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**Exercise 6: Comments**

- Logon to **WebDewey** using the authorization: **100-xxx-xxx** password: **xxxxx**
- Create a new **Comment** for one of the Dewey numbers in **Exercise 2 or 3**. (You may add it from the Dewey record or by going directly to Comments and clicking on **New Comment**). Complete the appropriate fields. Required fields: Title, Type, Comment; Optional fields: DDC number and Keyword.
- Search for the DDC record and view your comment. Click on **Edit** and make a change to the comment. Click on **Save**.

**Answers:****Exercise 1: Standard Search****1. Underwater photography for beginners**

778.7/3	Underwater photography
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**2. Starting a backyard herb garden**

635/.7	Aromatic and sweet herbs
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**3. 21<sup>st</sup> century architecture: an international perspective**

724/.7	Architecture 2000-
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**4. Hypnosis in the relief of pain**

615.8/51 2	Hypnotherapy
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**5. Ultimate guide to training your dog**

636.7/0887	Dogs – care and maintenance – pets, ...
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**Exercise. 2: Advanced Search****1. 155.937**

Death and dying
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**2. 523.2**

Planetary systems
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**3. 294.5**

Hinduism
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**4. 912.09**

History and biography of maps and mapmaking
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**5. 070.4**

Journalism
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**6. Japanese comic books and manga**

741.5/952	Comic books—Japan...
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**7. Predicting earthquakes**

551.22	Earthquakes
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**8. Bike racing**

796.6/2	Bicycle racing
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**9. The hummingbird enthusiast**

598.072/34	Attracting birds--zoology
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**10. Complete guide to table manners**

395.5/4	Table manners
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**Exercise 3: Browse****1. Milky way**

523.113	Milky way
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**2. Architectural models**

720.22	Architecture—Illustrations, models, miniatures
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**3. Motorcycle repair**

629.28/775	Motorcycles—repair, ...
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**4. Amendments of the Constitution of the United States**

342.7303	Constitutional amendments—United States, ...
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**5. Guide to beer making at home**

641.87/3	Alcoholic brewed beverages
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**Exercise 4: Main Classes****1. Using iPads as a reference tool in libraries**

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**2. French cooking**

600	640	641
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**3. Managing your child's diabetes**

600	610	616
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**4. Curriculum planning, the dynamics of theory and practice**

300	370	375
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**5. Poetry of William Blake**

800	820	821
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**Exercise 5: Number Building**

**1. Journal of marketing management**

658.8005

**2. Thai cooking: recipes**

641.59593

**3. Foreign relations between the United States and Canada (emphasis on U.S.)**

327.73071