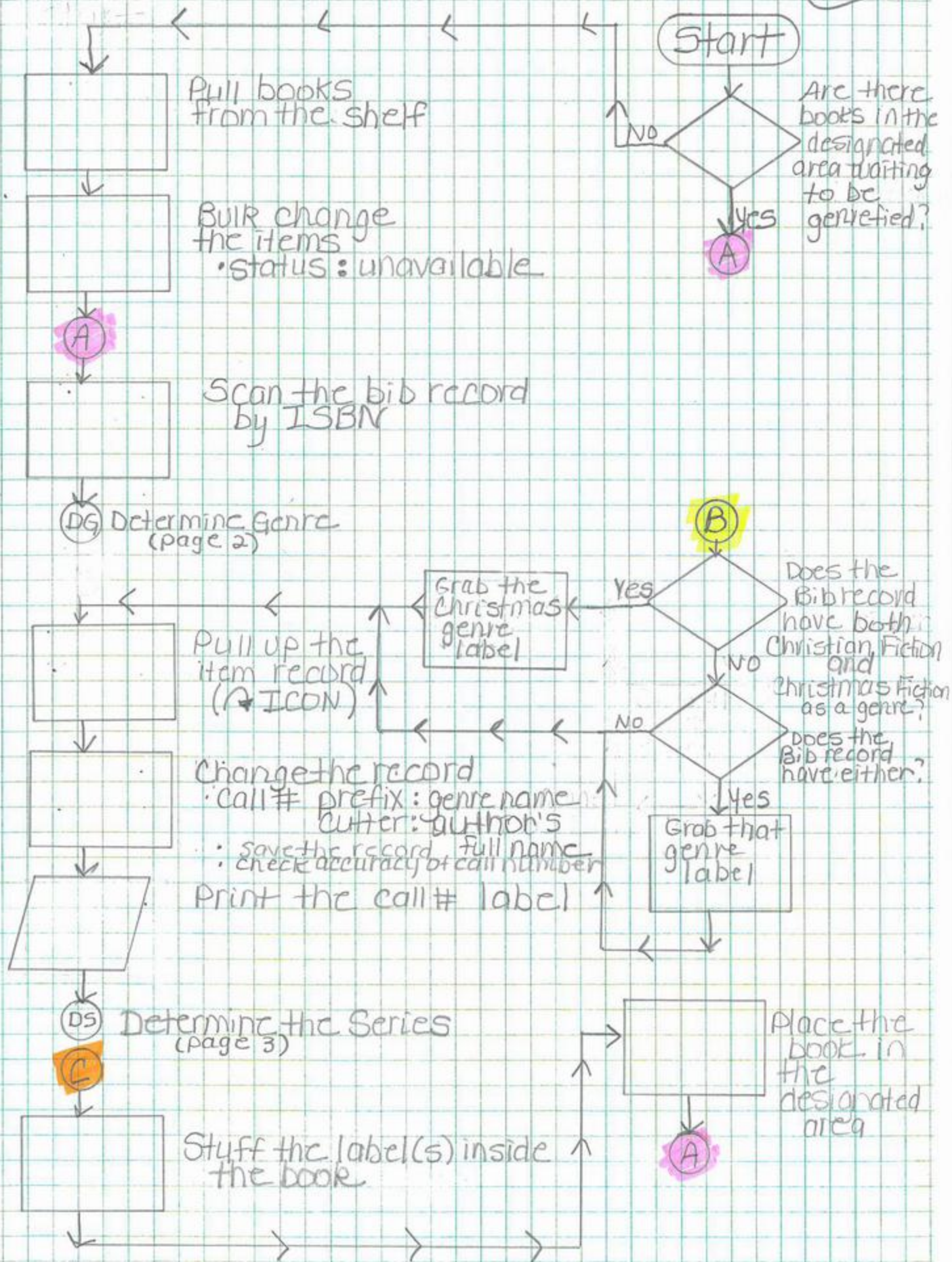


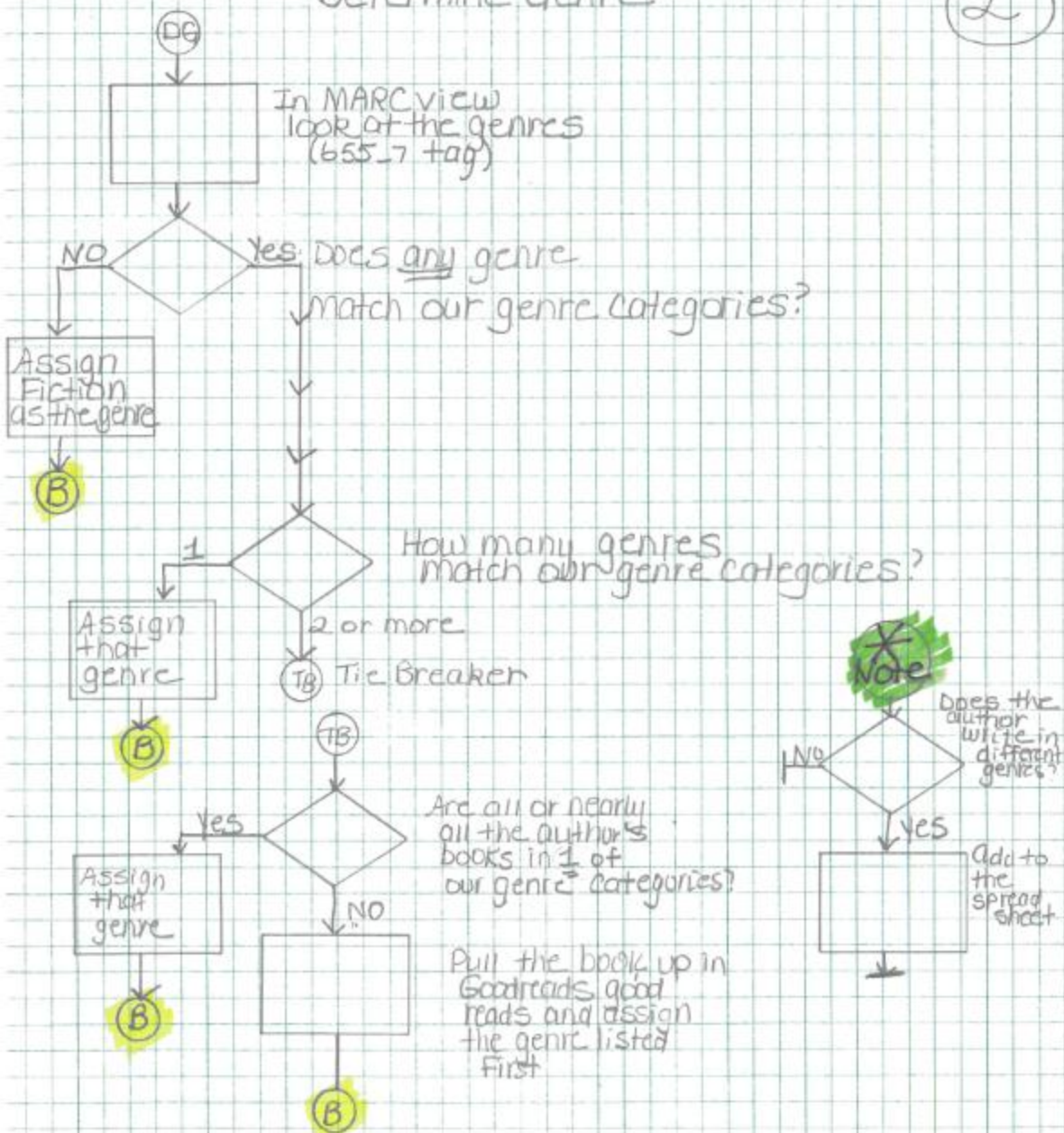
Genreification Project

1



Determine Genre

(2)



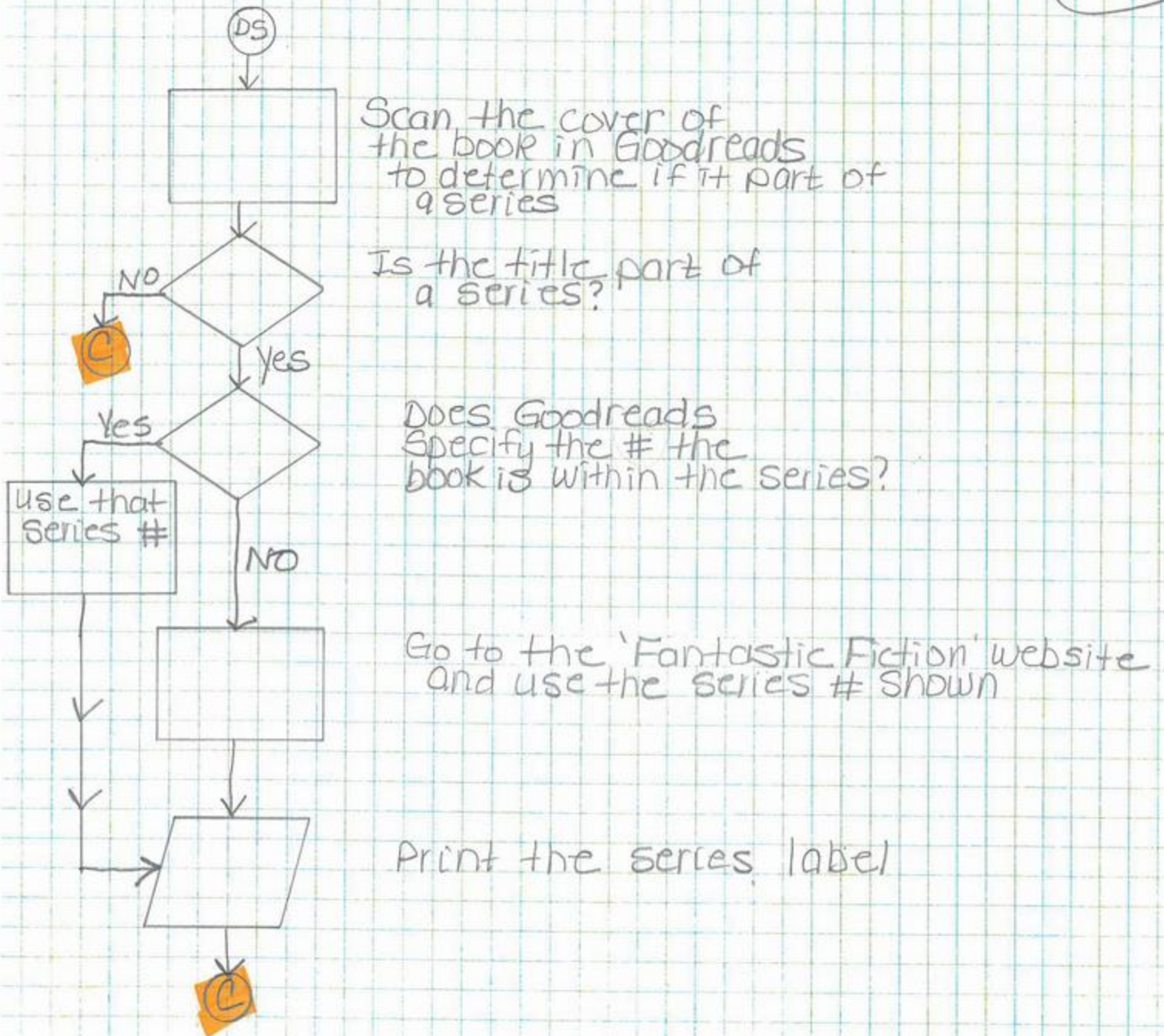
X Note

The grey area in determining genre is when an author writes books in different genres. Please talk w/John or Tammy if you are unsure whether to keep the author's books together or separate them.

Anytime you are unsure of which genre to assign, talk w/John or Tammy.

Determine Series

3



Label the Books

4

Volunteers
(when available) or staff

(Start) Label Books



Pull books from
the designated area



Remove
• the old genre label
• the old call # label



Does the book have
a series label?



Place the label at the
top of the spine
and apply a label protector



Place the call # label at
the bottom of the spine
and apply a label protector



Place the books back in
the designated area

Reshelve the Books

5

Staff only

