

# flicc MEETING ANNOUNCEMENT MA2004-33

## Library of Congress Classification Workshop



Photo: Carol Highsmith

This introduction to the Library of Congress Classification system (LCC) is designed for staffers who assign or verify LCC call numbers but have had little formal instruction or practice, or reference and administrative staff who wish to understand how the LCC relates to their library's collection. Through lecture and exercises, participants will learn how to use the available tools to interpret and construct LCC call numbers. The instructor, Linda Gabel, Consulting Product Manager from OCLC, will discuss

- defining the structure of LCC
- building and understanding classification numbers
- using tables and cutter numbers
- interpreting classification schedules
- building book numbers
- working with LCC tools

More  
Detailed  
Information  
Below

Date  
Friday, September 17, 2004

Time  
9:00 a.m. - 4:00 p.m. (Registration begins at 8:30 a.m. There is no entry to the Library of Congress prior to 8:30 a.m.)

Place  
West Dining Room, 6<sup>th</sup> floor, Madison Building  
The Library of Congress  
101 Independence Avenue S.E.  
Washington, D.C. 20540

Metro  
Capitol South (Orange and Blue Lines)

Sponsor  
FLICC Education Working Group

Registration  
\$125—Visit the FLICC Educational Programs Web site at <http://www.loc.gov/flicc/feveform.html> to register online, or complete and fax this form to (202) 707-4825.

Request ADA Accommodations five business days in advance at (202) 707-6362 TTY or [ACA@loc.gov](mailto:ACA@loc.gov).

Information  
Call FLICC (202) 707-4800 TTY or (202) 707-4995

Cancellations  
Cancellations must be called into the FLICC office (202-707-4800) 48 hours prior to the start of an educational program or the full fee will be charged.

Library of Congress Classification Workshop

7/19/04

Name \_\_\_\_\_ Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone and Fax (include area code) Phone: \_\_\_\_\_ Fax \_\_\_\_\_

FEDLINK Members: FEDLINK ID \_\_\_\_\_ FY2004 IAG#2004 \_\_\_\_\_ Email \_\_\_\_\_

Registration Fee:

- Bill the registration fee to my existing FEDLINK Education/Training (FT) account.
- Establish an FT account or increase the funding in my existing FT account and bill the account for the workshop/program fee. Attached is an FY2004 IAG Amendment Request Transfer Pay Account Adjustment form to move funds from another of my agency's FY2004 FEDLINK accounts.

Other Federal Agencies (Non-FEDLINK Members)

- Attached is a standard government training form (e.g. SF182 or DD1556) or other billable document from my agency for the amount of the workshop/program. This amount covers **the registration fee plus the FEDLINK administrative service fee of 7.75%**. The Library of Congress will invoice my agency based on this document.

Register online at  
<http://www.loc.gov/flicc/feveform.html>  
or fax this form to

**FLICC Attn: FPE Registration  
Library of Congress  
(202) 707-4825**

Your registration is not complete until all appropriate documentation is received by FEDLINK and/or your account has been verified. If you will use a training form or purchase order, the originals must be submitted on site at registration.

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## AGENDA

- I. Introduction
  - Expectations
  - Objectives
- II. Background/History
  - Brief introduction to LCC
  - Comparison with Dewey Decimal Classification
  - Tools
- III. Definitions and General Rules
  - General principles
  - Guidelines on structure of schedules
  - Special materials: periodicals, societies, congresses, biographies, etc.
- IV. Reading/Building Call Numbers
  - Illustration on reading/building class numbers
  - Using tables
  - Dealing with geographic subarrangements: tables and cutters
  - Dealing with translations
  - Dates in call numbers
- V. Special Materials
- VI. Wrap-up/Evaluation