

Knowledge Organization

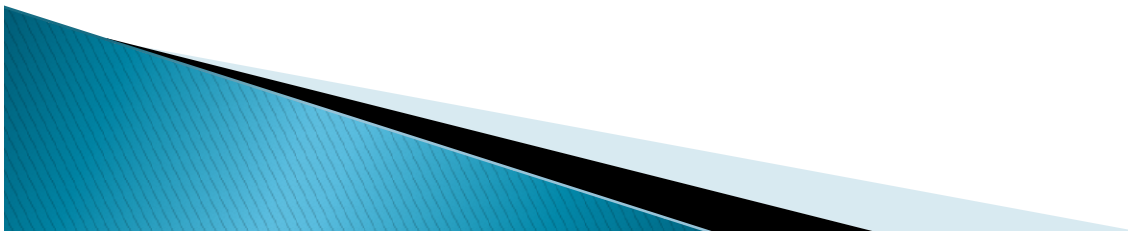
Unit 2 Library Classification– Functions

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▶ Library classification

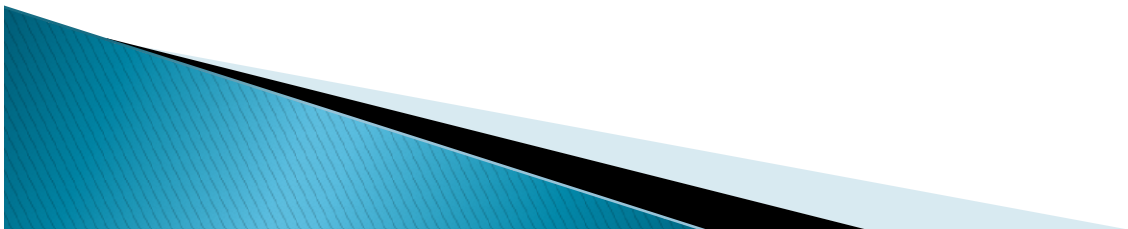
- ▶ Derived from Latin word classis meaning making class

The functions of Library Classification are as under

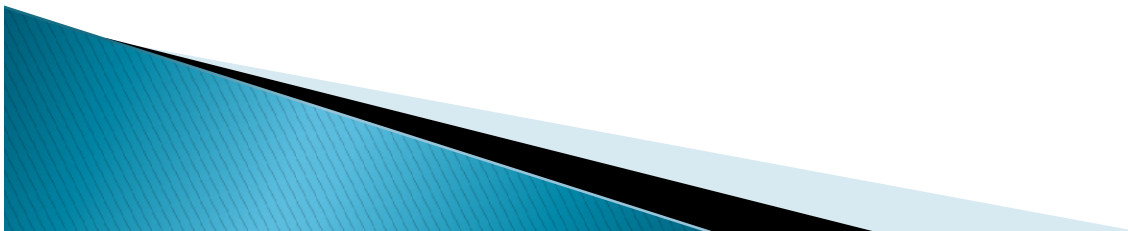


Functions

1. To arrange books into shelves
2. To give every document its personal name
3. To prepare union catalogue
4. To weed out old and unused documents



- 5. Stock verification
- 6. To provide reference service
- 7. Helpful in circulation
- 8. To purchase new editions of books



THANK YOU

