

SPICE Up Your Library

By
GENRE'FYING!



Presented by
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Why should you genrefy?

To do?

- Helps students find the books they want to read
- Aligned more with curricular requests
- Know your collection better-Easier to weed
- Increases circulation (That's what we've heard & read?)



Not To Do?

- Lots of work/Disorder during the process
- Takes away from teaching time
- Students will need to use the catalog to find books
- Loss of author collections
- Opinion based-Wrongly classifying books

What to include?

- Fiction- We have about 16,000 in our Fiction Section
- Short Story Collection
- Nonfiction- Common Core?
 - 800's-literature
 - 398's-folklore
 - 292's-mythology
 - 920/21-biographies
 - 790's-sports stories
 - 741.5's-already have a graphic novel section



What to think about before you start?

- What genres are you going to use?
 - Who is your audience?
 - Titles for genres-Chick Lit vs Girl Stories
 - Anybody got a good name for Tragedy?
 - How many genres are you going to have?
 - Loose/Tight definition of... ex.. action/adventure
 - How willing are you to change if you find that your present system is not working?
 - Who should help you decide which genre titles to use?
 - Regrets here... Include....



What to think about before you start?



- Ordering... it is going to mean a change
- Longer processing time to get new books out to students (We use an August container system at SAS)
- Make separate lists with specific labeling instructions (more paperwork for smaller orders)
- How to deal with our eBooks
 - Overdrive, Kindles, Follettshelf / Brytewave

What to think about before you start?

- How are you going to categorize?
 - Labeling
 - Call #'s
 - Moving Places- Just Labels or actual moving?
 - Shelf Space
 - Time
 - If a book takes 2 minutes
 - $16,000 \text{ books} \times 2 \text{ min} / 60 \text{ mins/7 hour days} = 76 \text{ days nonstop (half a year!)}$

How are we doing it?

- Overall Process

1. Select Book and Genrefy
2. Label book
3. Move book to temporary shelves
4. Move book to Circulation desk to change call # in catalog
5. Move book to genre shelf



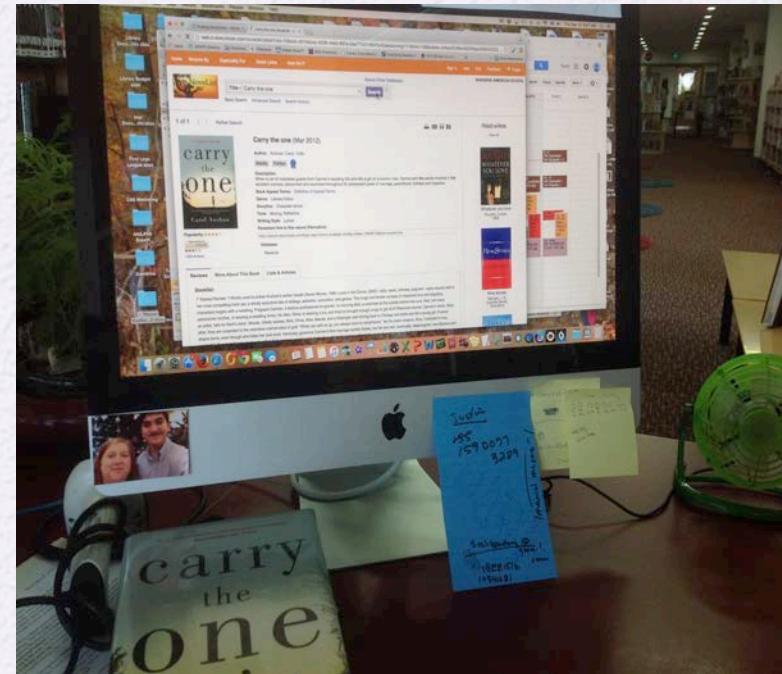
Genre List

- Create Genre list and decide on call# acronyms
- Associate genre to colored label

List of Genres	
RF	Realistic Fiction
HA	Humor
ST	Sports
TR	Tragedy-Tear Jerkers-Somebody dies
MY	Mysteries-Murder, Detectives, Police
AD	Action/Adventure-Survival, Spies & Assassins- generally no magic
FA	Fantasy- Mythical, Animals, Dragons, Wizards
PA	Paranormal-Supernatural, Vampires, Werewolves, Ghosts as friends
HF	Historical Fiction-Historical person, period, or event
HFA	Historical Fantasy-Time Travel to the Past, Alternative Histories
SF	Science Fiction
DY	Dystopian-Society Gone Bad
HR	Horror- Scarry & Death-purpose is to scare you
CL	Classics
NCF	Novels in Creative Format- Free Verse, text, letters, etc...not diaries

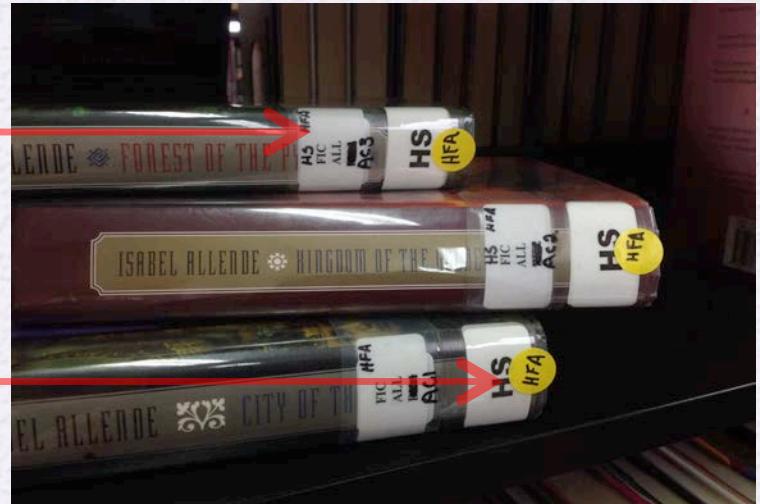
Genrefying

- Starting at the beginning of Fiction AAA -Take a book and- decide the genre.
 - Tools to help (in order or use)
 - Novelist (ADD link to Novelist)
 - Or Put on ????? Shelf
 - Other Tools to Use
 - Destiny Library Catalog
 - Good Reads
 - Wikipedia
 - Amazon
- Bonuses-Finding missing parts of series
 - Weeding collection



Labeling the Book

- On spine label, write the new call# above the present call # (We will re-label after completed)
- Add genre sticker
- Write the genre and sub-genre inside front cover (right hand side) near spine in pencil



Labeling Station



Move to Temporary Shelves

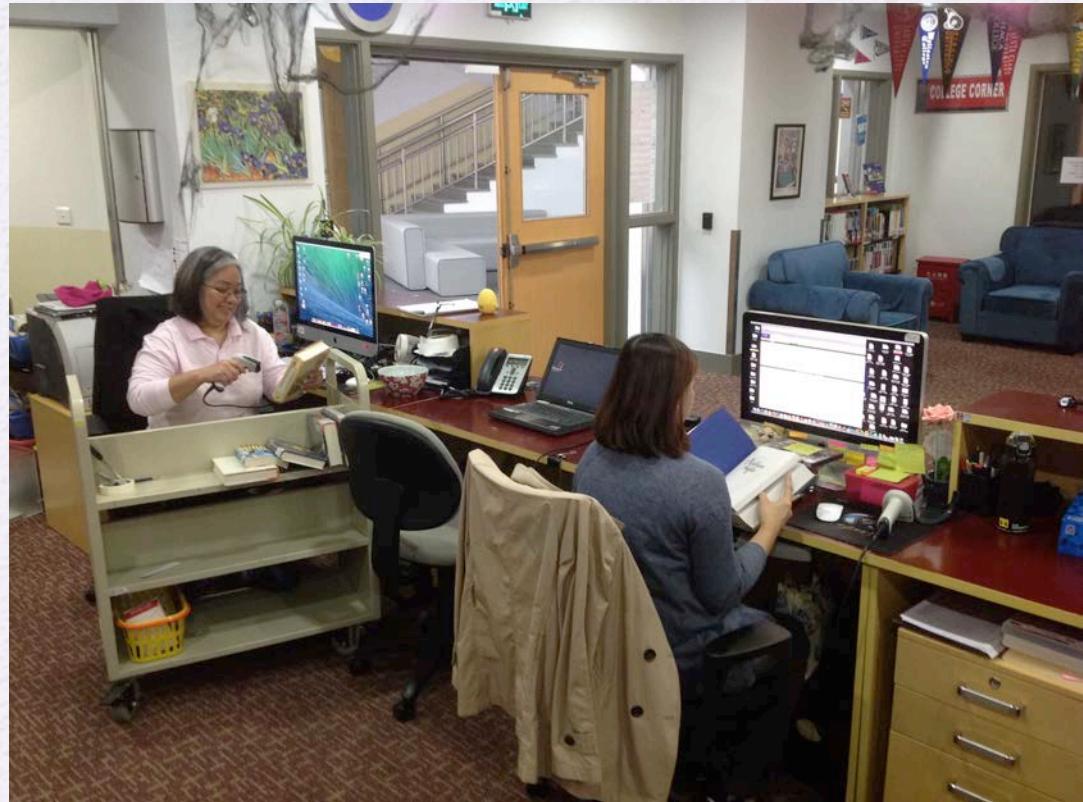


Move to Temporary Shelves



Move to Circulation Desk to be Re-cataloged

- At Circulation Desk
 - Locate Book
 - Change Call # Prefix
 - Fix any problems



Circulation Desk Re-processing

- Most important step
 - Find problems like
 - Multiple copies inconsistently labeled
 - Books that were checked out
 - Especially parts of series
 - Double check area-checking to make sure all are labeled and asking any questions that arise

QUALITY CONTROL!



Move to Genre Shelf



Problems....

- More space please-
 - Some genre's require more space than others, i.e. Fantasy & Realistic Fiction
 - Bottleneck-the actual process of deciding the genre is the slowest part
 - Book moves as shelves fill in...



Books Everywhere.....

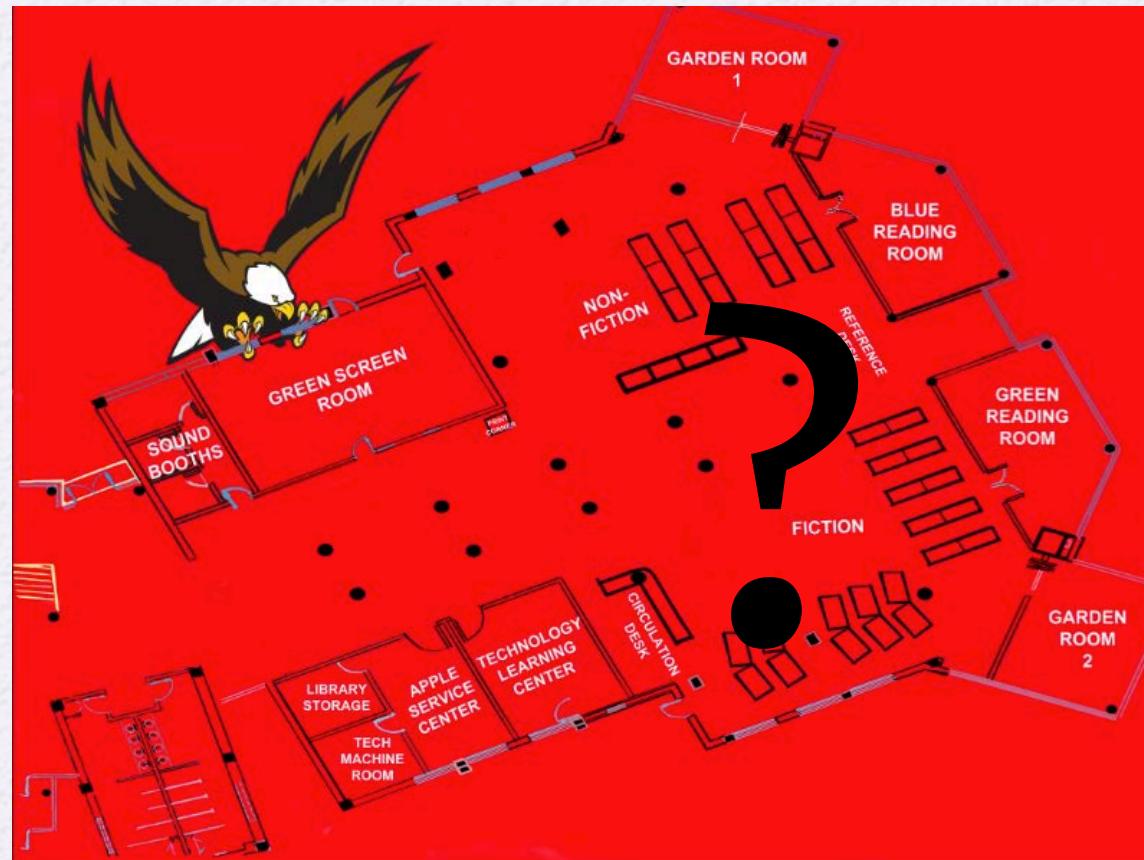


More Books Everywhere...



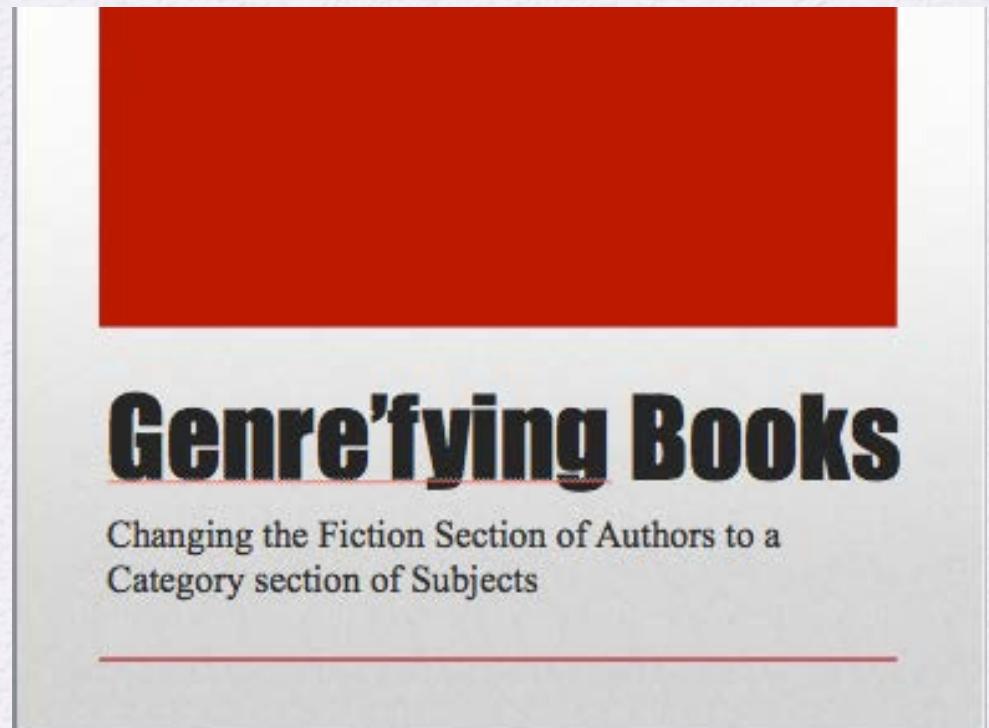
Final Product

- Relabeling-Do we still use a colored dot system?
- When should we re-label the book spines
- Where should the genre shelves go?



Volunteers?

- 1st-Do you want help?
- Parent/Student volunteers can genrefy if you train them
 - Doing the easy ones
 - Using resources
 - Writing subjects to help sub-genrefy later
- [Link to Slide Show](#)



Who can help?

- What else can Parent/Student volunteers do to help?
 - Label
 - Change Call #'s
 - Shift books
 - Make posters to let people know what is happening
 - Good PR
 - They increase your circulation by taking books!



Question Time &....

- A BIG! Thanks to Glenda Tsou and Leah Garcia, our Library Assistants for putting up with us in the whole year process!
- We could not do it without you!



The SAS Pudong Secondary Library Team