

# Locations

## 1. CURRENT LOCATIONS

The following locations are currently in use by the Cataloging and Metadata Services Department.

Location Code	Description	Catalog Display
ART	All works classified in N schedule, PN1993.4-1999 (unless loc. is RESERVE), selected TR (artistic photography), TH, TS, RA 967, SB 466-472, Z 679 as well as any materials designated for ART.	
ART-REF	Write "Art Ref" above call number	
ASIAN-REF	Write "Asian-Ref" above call number	
ASK_AT_REF	For all Approval materials	
BIC-CAREER	Write "BIC-CAREER" above call number	
BICCARREF	Write "BIC-CAREER-REF" above call number	
BIC-DESK	Write "BIC Ref Desk " above call number	
BIC-JENETT	Write "BIC JENETT" above call number; item type RESTRICTED; "Library use only" below call number. BIC and Restricted flags.	
BIC-REF	Write "BIC Ref" above call number	
BUSINESS	Write "BIC" above call number.	
CIRC-DESK	Sound recordings, Videotapes, circulating CD-ROMs, DVD-ROMs	
DMC	Write "DMC" above call number.	
DVD-COLL	DVDVIDEO2,	
DVD-DOC	DVDVIDEO1, DVDRESTRIC	
FOF-SHELF	Temporary loc. For Friends of Fondren materials.	
GOV-CLAIM	Current location only - assigned by Gov Docs	
GOV-DESK		
GOV-GIS	Notify GIS/Data Librarian	
GOV-MAPS		
GOV-MICRO	<b>No barcode</b>	
GOV-PATENT		
GOV-RAIN	Current location only - assigned by GOV DOCS	
GOV-REF	Write "Gov Ref" above call number	
GOV-STACKS	Government publications	
GOV-TEXAS		
INPROCESS	Current location only	
INTERNET	Accessed via the Internet	
LEISUREAUD	Leisure audio books - housed with the Leisure Reading Collection	

LEISUREBKS		
LEVIN		
LSC		
LSC-ANLYTC		
LSC-INPROC		
LSC-MFAH	Museum of Fine Arts Houston	
LSC-MICRO		
LSC-MISSING		Library Service Center - Missing (nocirc)
LSC-SPECL	Write "LSC-SPECL" above call number; call and control numbers on t.p. verso; clip barcode to white LSC-SPECL flag and do not change to inprocess	
LSC-SPECL2	Do not write "LSC-SPECL2" above call number; place barcode in back of the item; write LSC-SPECL2 on white flag	
LSC-VIEW		
LSC-WRC	Write "LSC-WRC" above call number; call and control numbers on t.p. verso; clip barcode to white LSC-WRC flag and do not change to inprocess	
MUSIC	All works classed in M schedule and any materials designated for MUSIC	
MUSIC-REF	Write "Music Ref" above call number.	
ON-ORDER		
ORDERED		
RECEIVED		
REF-DESK	Write "Ref Desk" above call number	
REF-TRADE	Write "Ref Trade Shelf" above call number	
REFERENCE	Write "Ref" above call number	
SHADOWED	Obsolete; used in NOTIS-Sirsi migration	
STACKS		
STAFFUSE	Note in comments lines of order and Edit Item screen where shelved (E-text-center, Tech. Svcs., etc.); pencil "Staff use" at head of call number & "Shelved in [actual location; (Tech. Svcs., Ref. Office, etc.)]" below call number; insert white flag with shelving location. Accompanying CD-ROM need not be copied.	
WITHDRAWN	DBM supplied	
WRC	Write control and call numbers on t.p. verso with "WRC" at head of call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS.	
WRC-ANDER	Write control and call number on t.p. verso with "WRC / Anderson" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS	
WRC-AXSON	Write control and call numbers on t.p. verso with "WRC / Axson" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS	
WRC-BATH	Write control and call numbers on t.p. verso and "WRC / Bath" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS.	
WRC-CHAMB	Write control and call numbers on t.p. verso and "WRC / Chamberlain" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS.	

WRC-CRUIKS	Write control and call numbers on t.p. verso and "WRC / Cruikshank" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS.
WRC-GREENE	Write control and call numbers on t.p. verso with "WRC / Greene" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS
WRC-HISSCI	Write control and call numbers on t.p. verso and "WRC / History of Science" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS.
WRC-HUXLEY	Write control and call numbers on t.p. verso with "WRC / Huxley" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS
WRC-LIM-ED	Write control and call numbers on t.p. verso with "WRC/ Limited" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS
WRC-MAP	Write control and call numbers on t.p. verso. Clip barcode to brown flag and do <b>not</b> change to INPROCESS
WRC-MARTIN	Write control and call numbers on t.p. verso with "WRC / Martin" above call number. Clip barcode to brown flag do <b>not</b> change to INPROCESS
WRC-MAST	Write control and call numbers on t.p. verso with "WRC / Masterson" above call number. Clip barcode to brown flag do <b>not</b> change to INPROCESS
WRC-REF	Write control and call numbers on t.p. verso with "WRC/REF" above call number. Clip barcode to brown flag do <b>not</b> change to INPROCESS.
WRC-STEVEN	Write control and call numbers on t.p. verso with "WRC / Stevenson" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS
WRC-WATSON	Write control and call numbers on t.p. verso with "WRC / Watson" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS
WRC-WILSON	Write control and call numbers on t.p. verso with "WRC / Wilson" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS
WRC-WOOD	Write control and call numbers on t.p. verso and "WRC / Wood" above call number. Clip barcode to brown flag and do <b>not</b> change to INPROCESS.

## 2. LOCATIONS NOT IN USE

The following locations are no longer in use by Fondren Library.

ART-DESK
ART-RARE
ART-RESERV
BROWNRESV
CURRICULUM
ETEXT-CEN
FIN-ILL
HIS-ILL
HISD-REF
HISD-SCH
MUSIC-DESK
MUSIC-RARE
STORAGE