

TRINITY LIBRARY – How to Find a Book, CD, or DVD

Using Trinity's Website

<https://trinityfairview.com/>

Under Resources (bottom right hand corner), click on LIBRARY to bring up the Library page.

<https://trinityfairview.com/library/>

Under the picture of the library, you will see the following links:

[Children's Collection](#)

[Adult Collection](#)

[Library Search Instructions](#)

Click the above collection links to see listings of all books, CDs, and DVDs in the children's and adult collections, respectively. The listings are sorted by collection type and Shelf # (Dewey Decimal Classification number).

If you are looking for a book, CD, or DVD by title or author,

- Press <Ctrl> and F simultaneously while the listing is in view to bring up a search box.
- Enter a name or word on which to search. For example, searching on 'Lewis' will identify all items with Lewis in the title or author name.

The Shelf # on the listing will tell you where in the library to find the desired book, CD, or DVD.

Using the Card Catalog

The card catalog is located in the library under the sign-out desk. It has one set of cards organized alphabetically by titles and one set organized alphabetically by authors. Look for the first key word in the title (disregard 'A', 'An', or 'The') or the last name of the author.

The number in the upper left-hand corner of the catalog card (i.e., the Shelf #) will tell you where in the library to find the desired book, CD, or DVD.