Aboriginal Education Collection
Basic Shelving Instruction
For Education Library Casuals

The Aboriginal Education Collection is a *showcase* of classic or the most recent acquisitions of aboriginal materials for the Education Library. Because it is a showcase, we may have other titles or duplicate items shelved in the Curriculum Collection or in the Edstacks Collection.

This is a *circulating* collection. Please note, AbEd curriculum items would normally circulate for 30 days for all students (undergraduate and graduate), as well as Faculty; however, in this collection only, graduate students and Faculty have long term loans.

**The collection will soon have four separate sections.**

1. **Library of Congress section**- This collection is closest to the Learning Commons. It begins with the A’s at the far west side of the range. The M’s include a variety of aboriginal music in the form of compact discs, videos and may incorporate some print forms.

2. **Fiction and Dewey Decimal section**- This collection is closest to the Fire Door at the Northwest corner of the library. It is a collection of curriculum based materials. The language materials (400 call numbers) are shelved on a range next to the window.

3. **Indigenous Languages/Treaty Kits** - This unit located next to the the window in the Aboriginal Education area. It includes all Dewey 400 materials, Treaty binders for elementary teaching and Treaty kits.

4. **Artifacts** – Artifacts (Kakwaw materials) will be housed on a display unit by the window in the next few months.
When shelving, remember your Dewey and Library of Congress shelving rules. Watch for the label **AbEd** at the beginning of the call number on the items.

All items with the AbEd label are shelved in this collection, including CDs, Kits, and DVDs.

When shelving items, we try to leave an appropriate space at the end of a shelf. However, **when shelving items in a series**, please continue shelving them to the end of the shelf to keep the run together and, if necessary, then wrap onto a shelf below. Additionally, when shelving multiple copies of an item, shelve them together.

**Finally, Please Remember.... When in doubt – ASK!**