



## GEORGETOWN PUBLIC LIBRARY VOLUNTEER

# LIBRARY SKILLS ASSESSMENT QUIZ

VOLUNTEER NAME \_\_\_\_\_ DATE \_\_\_\_\_

- The Dewey Decimal System organizes information into 10 broad areas, which are broken into smaller and smaller topics. Different topics are assigned numbers, known as "call numbers." For example, "Animals" are located in the 590's. "Tigers" are given the number 599.756.
- Items are filed by call number from smallest to largest number, then alphabetically by the first four letters of the author's last name or the first four letters of the title if there are multiple authors. Biographies are classified by the number 920 and are followed by the first four letters of the subject's last name (Biography on Walt Disney would be found at 920 DISN).
- Fiction books are shelved alphabetically by the author's last name, first name, and then by title. If two authors have the same last name, arrange by first name or initials so that all the books by the same person will be found together on the shelf. If there are several books by the same author the books are further arranged alphabetically by title. When alphabetizing by title you may disregard "A", "AN" and "THE" at the beginning of the title.

**Read each question carefully! Follow directions and circle the correct answer.  
Complete both sides of the quiz.**

**For questions 1-4, select the book that would be FIRST.**

- |  |                |
|--|----------------|
| 1. These books are all written by John Steinbeck | 3. A. 560.361  |
| A. The Pearl                                     | B. 560.631     |
| B. The Grapes of Wrath                           | C. 561.631     |
| C. The Winter of Our Discontent                  | D. 560.613     |
| D. Of Mice and Men                               |                |
| 2. A. 005.962                                    | 4. A. J 382.22 |
| B. 050.962                                       | B. J 383.22    |
| C. 005.692                                       | C. J 382.33    |
| D. 005.961                                       | D. J 383.23    |

**For questions 5-8, select the book that would be SECOND.**

5. These books were all written by  
Nicholas Sparks.
- A. The Notebook
  - B. Dear John
  - C. The Lucky One
  - D. Message in a Bottle
6. A. Smith, John  
B. Smithe, John  
C. Smith, Jack  
D. Smith, Jonas
7. A. 921 Hesse  
B. 921 Herman  
C. 921 Hernandez  
D. 921 Hermann
8. A. Woodley, James  
B. Woods, John  
C. Woodson, June  
D. Woods, James

**For questions 9-12, select the book that would be THIRD.**

9. A. 831.456 JOHA  
B. 813.456 MILL  
C. 831.654 NEAS  
D. 831.456 LYLE
10. A. Y364.331  
B. Y436.331  
C. Y364.313  
D. Y346.133
11. A. McCourt, Frank  
B. MacCullen, Frank  
C. McKey, Arnold  
D. McKey, David
12. A. J 438.13  
B. J 439.03  
C. J 429.23  
D. J 438.23

**For questions 13-16, select the book that would be LAST.**

13. A. 237.111 HOPP  
B. 237.111 FRANCO  
C. 237.011 HOAG  
D. 237.001 GRIS
14. A. 007.001 ANDE  
B. 070.001 BEAR  
C. 007.010 APLE  
D. 070.001 AUGE
15. A. 313.565 REED  
B. 313.655 SMIT  
C. 313.556 TAYL  
D. 313.565 TILL
16. A. Adams, Douglas  
B. Adams, Donna  
C. Abra, Dawn  
D. Acorn, David

When you are finished please return your quiz to the Volunteer Coordinator, Kalena Powell.