

COLCHESTER ARCHAEOLOGICAL GROUP

How to use the library

All books with spines wide enough to have a label attached will show numbers beginning with a V. They are arranged on the shelves in numerical order within each cupboard, with the exception of large volumes which are on the bottom shelves.

Items which are too narrow to have labels attached to their spines are in boxes and have numbers beginning with either B (small booklets) or T (larger leaflets) attached to their fronts. These are in cupboards 3 and 4.

Copies of all CAG Bulletins and Colchester Archaeological Trust reports (for reference only) are in cupboard 5. Publications for sale are also in cupboard 5. The printed index and the Book Borrowing Register are in cupboard 6. The index also appears on the Group's website caguk.net/library

The best way to search for an item is to look through the online index, make a note of the number and search for it on the shelves. The larger volumes are marked LV in the right-hand column of the catalogue and will be found on the bottom shelves. You can also search for items in the printed list in this folder.

Please don't forget to book all volumes out in the Book Borrowing Register in cupboard 6. When returning them, enter the return date in the right hand column.

If you have any comments on the library, please email them to enquiries@caguk.net