

## Spine dot colour codes in the Adult Collection

Anglicanism	neon orange
Bible—About	red
Bibles	red + cross
Biography & Memoir	lilac
CCBC book studies	black
Christian Life & Experience	pink
Christian self-help	orange + dot
Christianity	purple
Churches	white + dot
DVDs	sky blue+dot
Fiction	sky blue
God	gold + dot
Grief	green
Jesus	gold
Parish growth	white +
Pastoral Care	silver
Popular Authors	varied
Prayer & Meditation	yellow
Religion	fuchsia
Saints & Apostles	lilac + dot
Self-help	orange
Theology	light blue
Truth & Reconciliation	gray

**Of course, many books belong to two or more of these categories! Just one has been chosen for color-coded location purposes, used like a call number.**



## Christ Church Bells Corners CCBC Church Library

3861 Old Richmond Road  
Nepean, ON K2H 5C1

Phone: 613-829-1826

ccbc.churchlibrary@gmail.com

Hours: Self-serve anytime the church is open  
Librarian: Sundays after the 10:00 am service

**Access the catalogue on any device via an internet browser:**

<https://www.librarycat.org/lib/CCBC.Library>

**Or scan this QR code:**



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## Christ Church Bells Corners Church Library



**Available wherever you are...**

The CCBC Church Library catalogue is available to you on any device connected to the internet, via a browser such as Chrome, Firefox, Safari, etc..

Browse or search for books, check your borrowing history, renew items, all from the comfort of your home. You can even send an inquiry to the librarian to set aside an available title for your next visit to the library. [ccbc.churchlibrary@gmail.com](mailto:ccbc.churchlibrary@gmail.com)



## FINDING MY ACCOUNT

Return to the home page via the tiny sleeping cat logo.



Click on the person icon at the top right of any catalogue page.



Enter your pre-assigned ID in the form of first & last initial and the last four digits of your phone number e.g. XX1234

From here, you can review your loans and due dates, renew an item, and update your personal contact details. Please let the librarian know if you need to add or change your ID code.

This is an honour system, for access to only your own or a dependent's account. **Don't forget to sign out!**

## FINDING A BOOK

Of course, browsing the shelves is an excellent way to happen upon an interesting book, but here are three ways to do a catalogue search.

1. Enter your search term in the search bar: author, title, topic, barcode, etc. and click the search icon.



2. **Or**, click on any of the hyperlinks below the search bar to see a list of all the books on that topic in this library.

3. **Or**, click on any title in the scrolling view of book covers to see more details.

Result lists can be sorted and filtered using the terms in the menu on the right. Use Advanced to see only the Children's Collection, shelved upstairs.

### But where is this book located?

Take note of the "Call number" — it will actually be the colour of the round spine label. The shelves are also marked with the same colour dot and general subject. Scan along that shelf for your book.



## BORROWING A BOOK

### How to check a book out to yourself if you are in the library:

1. Access the catalogue website on any internet-connected device.
2. Locate the book record in the catalogue — by author, title, subject or barcode (back of book at the top).
3. Compare results to the book in your hand to select the right item.
4. Click or tap on "Check Out."
5. Enter your personal ID ( preset as first and last initial plus last 4 digits of phone number e.g. XX1234).
6. Read the confirmation message and click "Check Out" again.
7. **Sign out** of the system, to close your account and make way for the next borrower (on left menu).

That's it! You will receive an automated email message with the details of your checkout and due date (28 days), and reminders to renew or return. (See Finding My Account.)

## CHILDREN'S COLLECTION

There are over 400 children's books at the top of the stairs in subjects such as: Christmas, Easter, Bible Stories, God & Creation, Advice, Activities, Miscellaneous Stories and Board Books. All books are included in the catalogue and are searchable and colour-coded as well. All may be borrowed as described above.