# How to ...



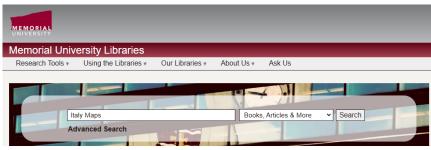
## Use the Library catalogue to find maps

Maps are described and listed in the Library's catalogue in a manner similar to the books that make up the library's collection. Although there are some differences with the information contained in a map record, searching for this material in the library catalogue is essentially the same. The user, however, must also consider the format and location of the material in order to ensure that the appropriate results are returned to find the required maps.

#### General search for maps of an area

Frequently, users seek maps of an area without looking for something specific. With this type of search, a keyword that names a country or region can be used along with the word 'maps'. For example, if searching

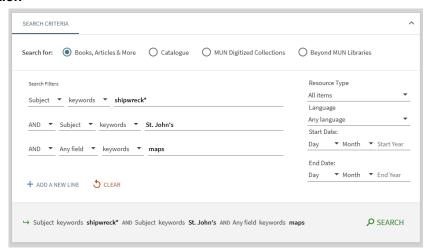
for maps of Italy, enter Italy Maps. Similarly, keywords may describe a topic, or some other piece of known information for the map, such as Bicycle Maps. This type of search should provide a list of results or 'hits' which can be browsed, either to refine the search or to select a particular map. Please note map



particular map. Please note, maps (not map), is a standard subject subdivision and will provide a better return when searching the catalogue.

#### **Using the Advanced Search Option**

Sometimes, when the exact title isn't known but the user has some notion of the material sought, it may be more advantageous to use the advanced search option. Using the advanced search allows the flexibility to specify terms that may assist in finding the required material by including additional subjects, excluding information (using the Not option), or by choosing a particular format. To access the advanced search dialogue box, click the Advanced **Search** button from the library



catalogue page. In the first line enter a subject such as **shipwreck\*** (using the asterisk as a 'wildcard' will enable a search for both shipwreck and shipwrecks), making sure that **subject** is visible in the field dropdown menu at the left. A second subject can be added on the next line, **St. John's** for example, again ensure that subject is selected in the dropdown at the left with **AND** selected as the search operator. Add a new line and include the keyword maps with **AND** as the operator and **Any field** to search. At the bottom of this menu, you will see how the search function has been formulated.



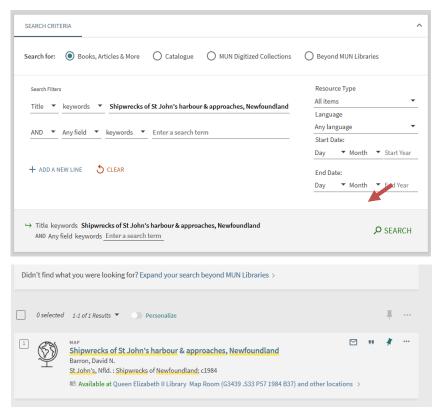


The search can be limited to Books, Articles & More', which will search for items in all formats; 'Catalogue', which will search <u>full</u> items that are owned by Memorial University Libraries; 'MUN Digitized Collections' which will search Memorial's Digital Archives Initiative; or Beyond MUN Libraries' to include the holdings of other libraries in your search.

#### If the title of the map is known

If the title of the map is known, a simple title search should provide the appropriate record. Enter the title of the map into the search line, click the down arrow of the dropdown box to the right and select **Title**. On the results page, shown below, note that the item is in the **Queen Elizabeth II** Library and its location is **Map Room**.

In addition to Map Room, there are other locations for maps and atlases within the Map Room including: Map Room-Files; Map Room-Office; Map Room-Reference; Map Room-Atlas; Map Room-Atlas Oversize 1; Map Room-Atlas Oversize 2; and Map Room-Oversize. Please note that some Newfoundland Maps are held in the Centre for Newfoundland Studies and some atlases can be found in the general book stacks.



#### Thematic maps

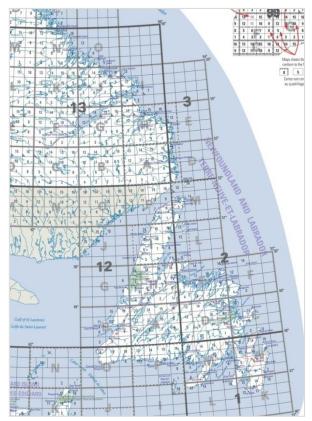
A thematic map differs from general reference maps such as topographic maps or road maps. Thematic maps emphasize the geographic distribution of a theme or attribute, for example: the physical environment such as precipitation, climate, or vegetation; human interaction with the environment; or other characteristics such as population density or health issues. To locate a thematic map on a given topic such as vegetation or shipwrecks, add that word to the search string – for example, Newfoundland Population Maps – or add a term using the advanced search option. For more information on subject headings that are used to describe map contents, please see the listing of subject headings and classifications in the table at the end of this guide.

#### **Uncatalogued maps**

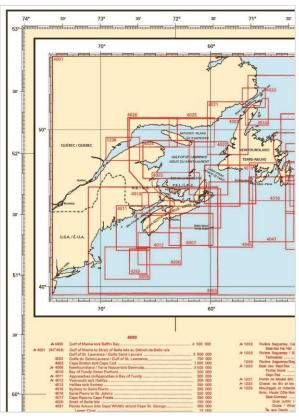
There are a number of maps in the collection that are currently unclassified (a complete catalogue entry has not yet been assigned). They may be found in the Library catalogue and will have an XX call number. In addition, there are some maps that may not be found in the on-line catalogue and include British admiralty charts and French hydrographic charts. Although more historic in nature, they offer a valuable resource and assist in locating places and geographic features that may not be named on more current maps. Along with these, are more contemporary charts published by the U.S. Navy covering various parts of the world. An index is available which lists all of the charts available using the descriptive title of the sheet. Also within the Map Room are a series of plastic relief models that show the land with a three-dimensional representation. Please consult with Map Room staff who are more than happy to assist in locating any of these resources.

#### Hydrographic charts/NTS topographic maps

Hydrographic charts and topographic maps are best located by using index maps that are kept on top of the map cabinets adjacent to the bookstacks in the Map Room. Use the index map to find the desired location and determine which sheet provides the adequate coverage. For example, from the index, one is able to determine that at 1:50,000 map scale, St. John's is covered by the 1N/10 map sheet. Please feel free to consult with Map Room staff for assistance with locating the correct map sheet.



A portion of the NTS topographic map index for Atlantic Canada showing 1:50,000 scale map coverage.

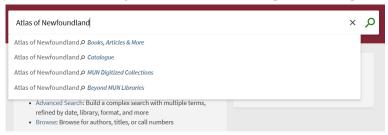


A portion of the hydrographic chart index showing coverage at various scales for the Atlantic region.

#### **Atlases and Reference Material**

The Map Room holds an extensive collection of Atlases, both general reference and thematic. All books in the Map Room can be found by searching the Library's online catalogue. For example, when searching for an atlas of Newfoundland, a search with keywords and including the word atlas, should produce acceptable

results. You will notice that as you type in the search box, options for searching will appear as a dropdown, in this instance, you might want to select 'Catalogue'. Once you have a set of results, your search can be refined using some of the filters available on the results page. Please note that there are



several locations where atlases may be shelved including: Map Room-Atlas, Map Room-Atlas Oversize 1, or Map Room-Atlas Oversize 2. In addition to Maps and Atlases, there are other reference materials within the Map Room (Location - Map Room-Reference) pertinent to maps and mapping. These include Gazetteers - general, national, provincial, historical; Cartography texts - general works and histories, map reading, projections, GIS, and mathematical geography; as well as a variety of bibliographies and indexes.

### **Library of Congress Classification Schedules for Maps**

GEOGRAPHIC AREA	CALL NUMBER RANGE	GEOGRAPHIC AREA	CALL NUMBER RANGE
Universe, solar system	G 3190 - G 3192	Asia	G 7400 - G 7402
World	G 3200 - G 3202	by country and area	G 7405 - G 8192
North America	G 3290 - G 3292	Africa	G 8200 - G 8202
Canada	G 3400 - G 3402	by country and area	G 8210 - G 8904
by province and area	G 3405 – G 3654	Australasia	G 8960 - G 8959
United States	G 3700 - G 3702	by country	G 8960 - G 9080
by states	G 3710 - G 4374	Atlantic Ocean	G 9100 - G 9172
South America	G 4400 - G 4402	Indian Ocean	G 9175 - G 9227
by country	G 4410 - G 5663	Pacific Ocean	G 9230 - G 9774
Europe	G 5700 - G 5702	Arctic Ocean	G 9780 - G 9797
by country	G 5720 - G 6985	Antarctica	G 9800 - G 9802
		Unlocalized maps	G 9900 - G 9999

SUBJECT CLASSIFICATIONS FOR MAPS.	SUBJECT HEADINGS	
A - Special categories	Outline and base maps, business districts, index maps, aerial views, birds-eye-views, pictorial maps, cartoon maps	
B - Mathematical geography	Astronomical observatories and observations, movements of the earth, time zones, geodetic surveys, surveying, aerial photography, cartography, projections	
C - Physical sciences	relief models, physiography, caves, hydrology, floods, ground water, mineral waters glaciers, geology, oceanography, icebergs, ocean currents, ocean tides, meteorology, climatology, weather and forecasting, atmosphere, geophysics, radioactivity, terrestrial magnetism, gravity	
D – Biogeography	botany, vegetation, zoogeography, wildlife conservation and reserves, conservation, wildlife refuges	
E - Human and cultural geography. Anthropogeography. Human ecology	archaeological sites, population, vital statistics, census tracts, languages, religions, diseases, tourist maps, recreation	
F - Political geography	administrative and political divisions, flags, colonial possessions, government	
G - Economic geography	natural resources, economic conditions, land use, zoning, planning, public lands, parks and monuments, cemeteries, ethnic reservations	
H - Mines and mineral resources	metallic group, non-metallic, petroleum and natural gas	
J – Agriculture	agricultural regions, soils	
K - Forests and forestry	conservation, reforestation, silviculture	
L - Aquatic biological resources	fishing and fisheries, aquaculture	
M - Manufacturing and processing. Service industries	mineral processing and manufacture, chemical processing and manufacture, wood processing and manufacture, paper processing and manufacture, fiber, textile and hide processing and manufacture, food and beverage processing and manufacture, transport equipment manufacture, service industries	
N - Technology. Engineering. Public works	engineering, hydraulic engineering, civil engineering, engineering geology, soil mechanics, power, water power, wind power, nuclear power, solar power, utilities, pollution and pollution control	
P - Transportation and communication	distances, roads, bus routes, truck routes, bridges and tunnels, trails, railroads, pipelines, water transportation, nautical charts, pilot charts, inland waterways, ocean routes, shipping lines, port and port facilities, wreck charts, air transportation, aeronautical charts, space transportation, postal zones, zip codes, communications, telegraph, submarine cables, telephones, radio, television	
Q - Commerce and trade. Finance	business statistics, trade routes, marketing, shopping centers, tariffs, finance	
R - Military and naval geography	military and naval districts, military operations, defenses, fortifications, civil defense	
S - Historical geography	discovery and exploration, World War I, World War II	