

HADDON LIBRARY OF ARCHAEOLOGY & ANTHROPOLOGY

The Haddon Library is an important collection of published material in the field of archaeology and anthropology. The library holds around 80,000 items – books, journal volumes, pamphlets – and it serves the staff, research students and undergraduates of the University, together with members of the Cambridge Antiquarian Society.

Term-time opening is Monday-Thursday 08:45-17:15, Friday 09:15-17:15. Saturday opening hours vary – check the library's web pages for current information. We have wifi access <http://bit.ly/pdtBTI> , and travel adapters available to loan. For most things you might need to know about the Haddon, see the library's web pages, starting at <http://bit.ly/aNii9X> .

The online catalogue for libraries within Cambridge University and the colleges is called iDiscover, and it's at <http://bit.ly/2d5IICE> . You can set iDiscover to restrict its searches to any given library, including the Haddon -- or you could try the Newton catalogue interface at <http://bit.ly/dBQeul> . Newton will remain live until December 2017.

Cambridge has plenty of other libraries you might find helpful – the college libraries, the faculty and departmental libraries, the central Cambridge University Library (always called the UL). A basic rule of thumb is this:

- college libraries are for college members only
- faculty and departmental libraries admit most Cambridge University members, but have a variety of regulations and opening hours
- the UL admits all members of the University. Undergraduates may borrow there -- five items at one time, with a loan period of two weeks.

A full list of the libraries is at <http://bit.ly/m3rRXB> . For more information see the Cambridge Libraries Gateway at <http://bit.ly/9Emxcv> . Libguides, at <http://bit.ly/2dGR01w> , will help you find resources available in particular subject areas – and its page at <http://bit.ly/2d4bmiU> will help you find your way round the iDiscover catalogue. For an idea of the full range of Cambridge workspaces available to you, try Spacefinder on <http://bit.ly/2dMJX3N> .

Electronic books are a thriving part of the Cambridge library system. To find out more about them, go to <http://bit.ly/ovrODS> .

If the web pages don't take you to what you're looking for, ask a member of the Haddon team: Aidan Baker or Tom Hawthorn. Ring 01223 339374 or email haddon-library@lists.cam.ac.uk

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1 October 2017



FINDING THINGS ONLINE

Some of the places you get to using these links may be used only by holders of Raven passwords. For more about Raven passwords, go to <https://raven.cam.ac.uk/>.

1. First port of call

iDiscover – books and journals held by Cambridge libraries

<http://idiscover.lib.cam.ac.uk/>

2. To find online publications held by Cambridge libraries

Electronic journals

<http://tf5lu9ym5n.search.serialssolutions.com/>

Scopus -- articles within electronic journals

<http://www.scopus.com/scopus/search/form.url>

Apollo – research materials produced in the University and deposited online

<https://www.repository.cam.ac.uk/>

3. To find print-on-paper books and journals

iDiscover – books and journals held by Cambridge libraries

<http://idiscover.lib.cam.ac.uk/>

COPAC – academic, national and specialist libraries in the UK & Ireland

<http://www.copac.ac.uk/>

Worldcat – libraries worldwide

<http://www.worldcat.org/>

4. To find material on a particular topic, online or as print-on-paper, use all of the above, plus these archaeology and anthropology specials:

Archaeology Data Service (Archsearch)

archaeologydataservice.ac.uk/

Ancient World Online (AWOL) -- list of [open-access](#) journals in ancient studies

<http://ancientworldonline.blogspot.co.uk/2015/12/alphabetical-list-of-open-access.html>

ProQuest Social Sciences

<http://search.proquest.com/socialsciences?accountid=9851>

ProQuest Health and Medicine

<http://search.proquest.com/health?accountid=9851>

5. To get updates on newly-published journals by email

ZETOC (British Library)

<http://zetoc.mimas.ac.uk/>

JournalTOCS (Heriot-Watt University)

<http://www.journaltoocs.ac.uk/>

HADDON LIBRARY CLASSIFICATION

1. Bliss

Below is an outline of the Bliss classification scheme, as used in the Haddon. If you are eager to browse at the shelves rather than look for books by way of catalogues, here is a wheeze that you may find helpful: **think of the place**.

In Social Anthropology and Archaeology, most of the time, we shelve books first and foremost according to geographical area.

In Social Anthropology, for example, a book about the press in India is going to be somewhere in the range KVO-KVT (Asia and the Pacific); a book about amateur music-making in England is going to be somewhere in the range KVD-KVN (Europe). In Archaeology, a book about Stonehenge will be in the range LAE-LAN (places in Europe [prehistory]); a book about the Zimbabwe ruins will be in OX-OZ (Africa).

Think of the place is not an absolute rule. Some books can't be tied down to particular places. In Soc. Anth., you'll find most of those books in the range K-KU. In Arch., they'll be at L-LAD.

Then there are the anomalies. In Soc. Anth., we stick by the decision of the previous Haddon Librarian, that books on women's studies go at KNW rather than by country. In Archaeology, we have to grit our teeth at the complexities which period divisions and country divisions have done to each other.

With those caveats in mind, however, we reckon that the arrangement is both simple and sensible.

If you have any questions or comments, please contact a member of Haddon staff – at the issue desk, or by phone to 01223 333505, or by email (haddon-library@lists.cam.ac.uk).

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1 October 2017

The Haddon's reclassification to Bliss was supported by the Thriplow Trust, the John and Ruth Howard Trust, and many alumni. Thanks are also due to Liz Russell for her work on this project, and to Heather Lane, the Secretary of the Bliss Classification Association, for valuable suggestions. And let us remember Martin Joy (1949-1999), who raced ahead with the project through a summer and an autumn, and died too soon.

A		philosophy	
AM		mathematics	
	AX		statistics
G		zoology	
	GGE		evolution
	GHT		animal behaviour
	GQQ		primates
H		human biology	
	HBP		biochemistry
	HFN		genetics
	HP		pathology
I		psychology	
J		education	
K		society	
	K1-K9		theories and methods in social sciences
	KA-KU		topics in social sciences

KNV	gender
KPD	ethnicity
KV	places
KVD-KVN	Europe
KVO-KVT	Asia & Pacific
KVU A	Australia
KVV	Africa
KVX-KVZ	The Americas
KW	folklore and mythology

L-O	history and archaeology
LAA	archaeological generalities and techniques
LAB C-LAB Q	artefact types (by material, purpose, &c)
LAB R-LAB Y	site types (by terrain, purpose, &c)
LAD	prehistoric periods
LAD D	Palaeolithic
LAD L	Neolithic
LAD W	Bronze Age
LAD X	Iron Age
LAE-LAN	places in Europe (prehistory)
LB-LM	other modes of historical study
LN-LW	Europe, N. Africa & Middle East – from invention of writing to end of Roman Empire
M-N	Europe since the Roman Empire
O-OG	The Americas
OH	Oceania
OJ	Australasia
OK-OV	Asia
OX-OZ	Africa

P **religion**

Q **social welfare**

Z **museum studies**

2. Ancient Near East Classification

This is used for the books in Egyptology and Assyriology stored in the McBurney Room.

- 100-199 Egypt, Nubia, Sudan
- 200-399 Egyptian literature
- 500 Graeco-Roman world: general history
- 540 Nubia: language, grammars & dictionaries
- 600-610 Assyria, Mesopotamia
- 620 History of western Asia
- 650-690 Archaeology and art of western Asia
- 700-770 Ancient language and literature of western Asia

BORROWING FROM THE HADDON

Entitlements

	Staff	Graduate students	Undergraduates
Open shelf	10 books for 4 weeks	8 books for 2 weeks	6 books for 1 week
Restricted	10 books for 1 week	8 books overnight (till close of business on the day following the loan)	6 books overnight (till close of business on the day following the loan)

Fines

- 50p per item per day
- Maximum £10 per item

To renew loans

- Open iDiscover
- Click on “My library account”
- Login using your Raven password or the barcode on your library card
- Click on the titles you want to renew
- Log out if using a public terminal

To recall books that other readers have on loan

- Find the book on iDiscover
- Drill down to the record for a particular copy in a particular location
- Click on “Check request options”
- Login using your Raven password or the barcode on your library card
- Click on “Place a recall”
- Click on “Place request”
- Click on “OK”
- Log out if using a public terminal

PHOTOCOPIER/PRINTER/SCANNER INSTRUCTIONS

If you already have a Desktop Services account, please register to use the Haddon device at the Issue Desk. Credit can be added at the Issue Desk or at <https://ecredit.ds.cam.ac.uk/> . If your University card is not recognised, please ask at the Issue Desk.

PHOTOCOPIER

- Swipe University card across card reader on the front of the device.
- Press “Copy” on main device display.
- Ensure all settings are as required on main device display.
- Select paper size & orientation, using the “Applications” tab.
- Press large blue button on front control panel to start photocopying.
- Retrieve copies & originals.
- Logout by pressing “Logout” on the control panel and then press “Yes”.

PRINTER

- Select document for printing on computer.
- Select “File / Print”.
- Select “Haddon_FindMe” as the printer.
- Check “Properties” dialogue box to set paper size, colour / grayscale and single / double sided.

(NB: For PDF files only, tick / untick “Print in grayscale (black and white)” in the “Print” dialogue box, click the “Properties” button, click the “Quality” tab, set the colour option preferred under “Select Colour”).

- Click “Print”.
- Login using CRSID and Desktop Services password.
- Swipe University card across card reader on the front of the device.
- Press “Release” on main device display.
- Select document(s) to be printed.
- Press large blue button on front control panel to start printing.
- Retrieve printing.
- Logout by pressing “Logout” on the control panel and then press “Yes”.

SCANNER

- Swipe University card across card reader on the front of the device.
- Press “Scan / Fax” on main device display.
- Select email address(es) to send the scanned document(s) to.
- Select paper size, using the “Applications” tab or the main control panel.
- Select “Separate Scan”, using the “Applications” tab.
- Press large blue button on front control panel to scan each page.
- Press “Finish” on main device display.
- Press large blue button on front control panel to send email(s).
- Retrieve originals.
- Logout by pressing “Logout” on the control panel and then press “Yes”.

Plan of McBurney Room

