

Gathering Data on Your Collection: Sample Page

Part of the collection development process involves the critical examination of your existing collection to identify needs. Realistically, you should target one subject and grade level at a time. You can initiate this process by looking *at Collection Mapping for Elementary Schools, Collection Development 4.6* in your School Library Information Centre Handbook. This document lists all the subject areas and topics for the elementary curriculum and provides the relevant Dewey Decimal numbers. You could also use your online library database and search by subject keyword in Webpac or by Dewey Decimal Number in your circulation software.

Curricular Strand & Dewey Decimal No.	Total # of titles	# of titles published after 1995	Curriculum relevance (how relevant are the existing titles to the new curriculum)			Physical condition (on average, what is the physical condition of titles in this section)			Notes (what will I do with this information in terms of action steps)
			Good	Fair	Poor	Good	Fair	Poor	
Characteristics and needs of living things 570-575									
Characteristics of objects and properties 530									
Energy in our lives 333.7									
Everyday structures 620, 680, 690									
Daily and seasonal cycles 525									

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			Good	Fair	Poor	Good	Fair	Poor	
Growth and changes in animals 590, 591									
Properties of liquids and solids 530									
Energy from wind and moving water 532, 533									
Movement 530									
Air and water in the environment 551									
Growth and changes in plants 580, 581									
Magnetic and charged materials 538									
Forces and movement 530-531									
Stability 531									
Soils in the environment 631.4									
Habitats and communities 577									

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			Good	Fair	Poor	Good	Fair	Poor	
Materials that transmit, reflect or absorb light or sound 620, 535-536									
Light and sound energy 531									
Rocks, minerals and erosion 551.3, 552									
Human organ systems 612									
Properties and changes in matter 530.4									
Conservation of energy 531.6									
Forces acting on structures and mechanisms 620-621									
Weather 551.5									
Diversity of living things 576									
Properties of air and									

characteristics of flight 533.6					
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Electricity 537					
Motion 531					
Space 520-523					
Interactions within ecosystems 577					
Pure substances and mixtures 540					
Heat 536					
Structural strength and stability 620-621					
The Earth's crust 551.1					
Cells, tissues, organs and systems 573					
Fluids 532					
Optics 535					

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			Good	Fair	Poor	Good	Fair	Poor	
Mechanical efficiency 530-531, 620-621									
Water systems 551.57									
Relationships, Rules and Responsibilities 150s									
Traditions and Celebrations 390s									
Pioneer Life 970s									
Medieval Times 940.1									
Early Civilizations, Aztec, Mayan, Incas 930, 970.3, 980.3									
Aboriginal Peoples and European Explorers 970.1, 970.4									
The local community 307									
Features of communities around the world									

910					
Maps and globes 912					

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			Good	Fair	Poor	Good	Fair	Poor	
Urban and rural communities 307									
Farm life 630									
The Provinces and Territories of Canada 917.1, 971									
Aspects of Government in Canada 971									
Elections 324									
Canada and it's trading partners 971s									
New France 971.01									
Acadians 971.601									
British North America 971s									
Underground railroad									

973.115					
War of 1812 971.034					

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Conflict and change 971s									
Confederation 971									
The development of Western Canada 971.2									
Canada: a changing society 971									
The themes of geographic inquiry 910									
Patterns in physical geography 910s									
Physical geography, climatology, hurricanes 550									
Nature resources 330s									
Ecology 330s, 574s, 577s									

Patterns in human geography 300s					
Population 300s, 304					

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Economic systems 330s									
Migration 304s									
Music from different cultures 781, 782.42									
Basic elements of music 782.4208, 780									
Terminology 780									
Families of instruments 786-788									
Familiar tunes 782.4, 782									
Specific instruments 786-788									
Standard musical notation 780									

Construction of instruments 784.19					
Characteristics of Baroque, Renaissance periods 780.9					

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History, construction and use of instruments 784.19									
Music industry 780.23									
Romantic period of music 780.9									
Musicians 781.6									
Elements of design 703									
Art work dealing with everyday activities 709									
Variety of techniques 731, 741, 743									
Primary colours 752									
Work from various									

cultures, periods and styles 745					
Different media and historical periods 759, 709					
Compare works on a similar theme 757, 758					

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Compare works from various periods and cultures 709, 759									
Identify the principles of design 750									
Elements of dance and drama 792									
Create short dance pieces 792.023									
Principles (e.g. contrast, harmony) 792.0938									
Dance and drama vocabulary 792									

Props, costumes, symbols 792.8					
Theatrical dance performances (style) 792.8					