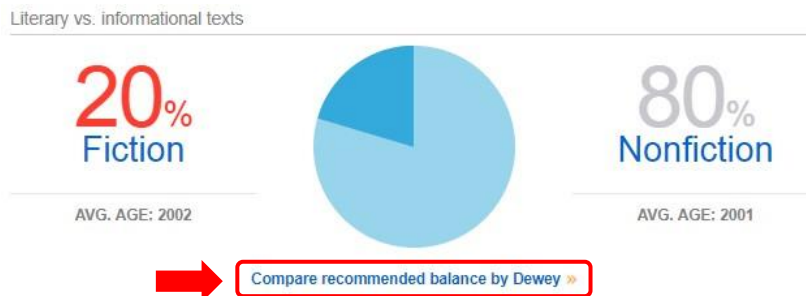


Collection Analysis by Category: Balanced Dewey (Elementary)

The **Balanced Dewey** feature in TitleWise Analysis shows how specific areas of your collection compare to those of grade-appropriate, balanced core collections that Follett recommends for new schools. Use this data to consider expanding or downsizing specific areas to achieve a more balanced collection.

1. From the opening **School Library Collection** screen of your most recent TitleWise Analysis, select the link to **Compare recommended balance by Dewey** (below the Fiction vs. Nonfiction pie chart).



2. The **Diff. column** shows the **difference** between the **Actual %** and **Recommended (Rec.) %** of the collection for each Dewey/Classification area. This data includes both print and eBooks. Higher numbers are areas for concern.

- **Black** number = percentage the Dewey area is **ABOVE** recommended guidelines
- **- Red** number with minus sign = percentage the area is **BELOW** recommended guidelines

Recommended Balance by Dewey Classification

This breakdown helps you quickly determine if you are above or below our general guidelines — and easily make decisions about adding or removing items from specific areas.

Dewey	Avg. Age	Items	Actual %	Rec. %	Diff.
000 Computer Science, Information & General Works	2007	92	0.6%	1.0%	-0.4%
100 Philosophy & Psychology	2005	72	0.4%	0.7%	-0.3%
200 Religion	2003	34	0.2%	0.4%	-0.2%
300 Social Sciences	2000	980	5.9%	8.0%	-2.1%
400 Language	2000	118	0.7%	0.4%	0.3%
500 Science	2000	1,885	11.3%	11.1%	0.2%
Classification	Avg. Age	Items	Actual %	Rec. %	Diff.
General Fiction	2000	3,865	23.2%	34.2%	-11.0%
Reference	1998	284	1.7%	n/a	n/a
Biography	2002	895	5.4%	4.6%	0.8%
Easy	1998	4,506	27.0%	16.7%	10.3%
Graphic Novels	2009	322	1.9%	n/a	n/a

* For special education schools or those serving only early childhood, primary, or intermediate grades, a higher or lower percentage of Easy or General Fiction books may be appropriate.

3. Record the **ABOVE/-BELOW** percentages in the **Balanced Dewey Diff. column** on the **Collection Analysis by Category** chart. *You will not have a separate number for eBooks/Digital Audio as those are included with print for each Dewey/Classification areas in this report.

- Add notes to the **Concerns/Goals/Steps (Selection & Deselection)** columns on your **Collection Analysis Planning Guide** chart to address any areas that are significantly above/below recommended guidelines.
- To calculate the number of items that would need to be added/removed from a Dewey/Classification area to achieve balance, multiply the Recommended % by the total number of items in your collection.