Pre	eface to the third edition	٧
Ph	oto credits	vi
1	<b>Libraries</b> National – state – university – college – school – public – hospital and welfare – prison – special	1
2	<b>Libraries of the future</b> How it began – the position today – immediate prospects – the planning of libraries for an unknown future	13
3	<b>Begin at the beginning</b> First actions – the design team – channels of communication – the programme of action – network analysis – standards	20
4	Primary brief The library situation – starting work – statement of aims – contents to be accommodated – conditions of access – activities and users – sizes of areas and their relationships – life of building: expansion; flexibility	33
5	Primary brief (continued) Specifications and special physical conditions — the site — security — safety — movement of people — materials circulation — cost in use — end of brief — cost limits and controls	48
6	Feasibility study The approach to the study – site feasibility – the form of the building – structure – columns – floor loading – heating and ventilating – building height – number of floors – floor-to-ceiling height – position of stairways	61
7	<b>Towards a feasibility report</b> Space implications of stack placing – prefabricated libraries – spatial analysis – fenestration – reviewing progress – cost feasibility – timetable	79
8	Secondary brief Pattern of operations – communications – human movement – furniture and fittings – other considerations – client nominees – further information – visits and reading	88
9	The rest of the programme of action  Auxiliary areas – flexibility and adaptability – position of operational areas – outline planning – outline proposals – scheme design – detail design – working drawings and specifications – site work	98
10	Physical conditions Climate—Conditions for human comfort — heating — cooling — humidity — air-conditioning — ventilation — general atmospheric control — noise	107

11	<b>Lighting</b> Natural light – artificial lighting and measurement – glare – colour – flexibility – bookcase lighting – cost – maintenance – the librarian's tasks	116
12	Security and protection Fire – flood – reader hazards – designing for protecti – other dangers – safety	<b>127</b> on
13	Layouts and critical sizes: shelving Book shelving – shelf length – shelf height – shelf loading – fixed and adjustable shelving – tilted shelves – layout of shelving – closed stack – open stack – open access	133
14	Layouts and critical sizes: compact shelving and non-book materials  Desperate measures – compact shelving – shelving other materials – microforms – picture collections – maps – music – audio discs – tape, cassettes and cartridges	151
15	Reading and reader service areas Study areas – tables – carrels – study table height – chair heights – browsing areas – subject and media departments – other rooms – reader service areas – counter design – moving books – assistance to readers – catalogues	161
16	Other areas Ancillary public amenities – lecture rooms – theatres recreational facilities for readers – toilet facilities for readers – bookshops – memorial rooms – staff areas staff rest areas	
17	Interiors: furniture, fittings and floors Shelving – guides – manuscript storage – exhibition cases – card catalogue cases – chairs – tables – equipment – floors: factors to be considered – materials and their qualities	183
18	Extensions and conversions  Extensions – conversions – conversion by expansion – conversion of other buildings – consents	193
19	Published standards Public library standards – university library standards – polytechnic library standards – college library standards – school library standards – hospital library standards	201
Аp	pendix: metric equivalents of use to librarians	212
Ref	References	
Bib	Bibliography	
ind	Index	
		vii