Classroom Label Options
☐ Unattached ................................................................. 18c per book
☐ Attached (front flyleaf) ............................................... .58c per book

Standard Information (other than Book Title & Author's Name)
☐ Use Information on File
☐ Use New Information Below

Limit of three lines, 30 characters/spaces per line. Use uppercase, lowercase, or both.

A. Institution Name

B. City, State, Zip

C. Department or Classroom

Optional Information

A. ☐ Bar Code (includes electronic catalog record):
   ☐ Library Circulation System bar code – Use Bar Code Information below.
   ☐ Desirey Textbook Manager
   ☐ Use the next bar code number in my file at Follett Library Resources
   ☐ Use this bar code number:
      __________________________
      __________________________
      __________________________
      __________________________

B. Bar Code Information

1. Bar code symbology
   ☐ Code 39
   ☐ Codabar
   ☐ Interleaved 2 of 5

2. Bar code length

3. Bar code structure
   Material Type Indicator: ☐ Patron (2)  ☐ Library (3)  ☐ Textbook (4)
   School ID/Location: (4 to 6 characters)
   Check Digit: ☐ MOD 10  ☐ MOD 43  ☐ None

4. Starting bar code number for this order
   ☐ Use the next bar code number in my file at Follett Library Resources
   ☐ Use this bar code number:
      __________________________
      __________________________
      __________________________
      __________________________

5. Personalized bar codes
   We will print the name of your library or another message on your bar codes. Please indicate how you would like the bar code message to appear. Limit of two lines, 30 characters/spaces per line. Use uppercase, lowercase, or both.

   First Line
   __________________________
   __________________________
   __________________________
   __________________________

   Second Line
   __________________________
   __________________________
   __________________________
   __________________________

6. Bar code label position
   Circle desired placement on the diagram to the right. Position X is an excellent location for scanning and will not cover title information. Check here if cover information must remain readable.

   Vertical Options
   __________________________
   __________________________
   __________________________
   __________________________

   Horizontal Options
   __________________________
   __________________________
   __________________________
   __________________________

You may choose a maximum of 3 of the following items to include on your labels. (Please number your choices by 1, 2, and 3 to indicate the order they should appear on your labels.)

C. ☐ FLR Reading Level & Interest Level (RL: 4.4 IL: K-3)
D. ☐ Accelerated Reader® Reading Level, Interest Level, Point Value & Quiz Number
   (AR RL: 3.4 MG Pts: 0.5 Quiz#5499)
E. ☐ Reading Counts™ Reading Level & Point Value, Lexile Measure
   (Reading Counts RL: 5.3 Pts: 800)
F. ☐ Lexile Measure (800)
G. ☐ Purchase Order Number & Date of Purchase (PO#: 12345 06/03/08)
H. ☐ Fountas & Pinnell Guided Reading Level (F & P: J)
I. ☐ Funding Source Limit of 30 characters/spaces. Use uppercase, lowercase, or both.

J. ☐ Book Number Line (a blank line for you to use as needed) (Book# ________

Follett Library Resources
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