



# The Implementation of the Dewey Decimal Classification (DDC) System in Managing Library Administration

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## ABSTRACT

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This study aims to analyze the implementation of the Dewey Decimal Classification (DDC) system in library administration management. The research focuses on how the DDC system is applied in classifying library collections, organizing materials, and improving the effectiveness of administrative services. A qualitative research method with a descriptive approach was employed. Data were collected through direct observation, in-depth interviews with librarians, and documentation analysis related to library administration activities. The results show that the implementation of the DDC system contributes significantly to more systematic and well-structured collection management. The use of DDC facilitates information retrieval for users, enhances the efficiency and accuracy of administrative processes, and supports librarians in managing collections in an orderly and consistent manner. Furthermore, the DDC system strengthens library governance by providing clear classification standards that improve service quality and administrative accountability. The findings of this study indicate that effective implementation of the DDC system can serve as a strategic instrument for improving library administration management and can be adopted by other educational institutions, particularly school and madrasah libraries, to support optimal learning resources and information services.

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## INTRODUCTION

Libraries are an essential component of the educational ecosystem and play a crucial role in supporting teaching, learning, and knowledge development in society (A. T. A. Dewi, 2025; Kusumawati, 2025; Najiburohman et al., 2025; Syafiih, 2025). Beyond functioning as repositories of books, libraries serve as centers for information access, literacy development, and lifelong learning for students, teachers, and educational staff. In the context of contemporary education, the effectiveness of library management directly influences the quality

of educational services and the development of learners' intellectual capacity. In Islamic educational institutions, such as madrasas, libraries also function as strategic instruments for cultivating Islamic literacy, character education, and critical thinking skills rooted in moral and ethical values (Islamiah & Maulidiah, 2024; Prayoga et al., 2025; Ridlo & Yanti, 2023; Rohmatillah & Jannah, 2024; Saharani & Diana, 2024). Therefore, effective and systematic library administration is not merely a technical necessity but a societal need to ensure equitable access to information and knowledge. When libraries are well managed, they contribute to the formation of knowledgeable, ethical, and competitive individuals. Consequently, improving library administration management becomes a shared responsibility that supports broader educational and social development goals (Sulastri, 2011).

Despite the recognized importance of libraries, many school and madrasa libraries still face significant challenges in administrative management. Common problems include disorganized collections, inefficient record-keeping systems, limited accessibility of information, and inadequate classification methods (N. N. Dewi et al., 2024; Mundiri, 2023; Safitri & Lateh, 2024; Susanti et al., 2025). These issues often result in difficulties for users in locating library materials and reduce the overall effectiveness of library services. In many educational institutions, library administration is still conducted manually or without standardized systems, leading to inconsistencies in cataloging, shelving, and documentation processes. As a result, libraries are unable to fully support learning activities or foster a strong reading culture among students. In madrasas, this situation is particularly concerning, as libraries are expected to integrate academic knowledge with Islamic values. Ineffective library administration not only hampers information services but also undermines efforts to strengthen literacy and character education. Therefore, addressing administrative weaknesses through systematic management approaches is a critical issue that motivates this research.

Empirical conditions in many madrasa libraries indicate that administrative management practices are often not optimally implemented (Hasanah et al., 2024; Khoiroh, 2025; Putri et al., 2024; Rahmatillah & Andayani, 2025; Windiasari et al., 2025). One observable phenomenon is the lack of standardized classification systems, resulting in random book placement and inefficient collection organization. Librarians frequently encounter difficulties in recording, arranging, and retrieving library materials, which in turn affects service quality and user satisfaction (Abas & Kholidah, 2025; Kusnanto et al., 2023; Rusdiah, 2024; Yakin, 2025). Students often struggle to find the resources they need, leading to decreased interest in library use and reduced learning motivation. This phenomenon reflects a gap between the ideal role of libraries

and their actual operational conditions. The absence of a structured classification system also limits librarians' ability to manage collections systematically and sustainably. In response to these challenges, the implementation of a standardized system such as the Dewey Decimal Classification (DDC) becomes increasingly relevant. The DDC system offers a structured framework for organizing knowledge, which can enhance administrative efficiency and improve access to information within madrasa libraries (Ikrimah, 2023; Kamalia, 2023; Kholil & Azizah, 2023; Sailin et al., 2024; Widat & Kholili, 2023).

Previous studies have extensively examined the implementation of the Dewey Decimal Classification system in various library contexts. Mukti (2022) found that the application of DDC in school libraries significantly improved the neatness of collection arrangement and facilitated information retrieval for users. Similarly, Fatim (2022) reported that DDC implementation assisted librarians in managing collection records, categorizing materials, and organizing shelves in madrasah libraries. These studies highlight the technical advantages of DDC as a classification tool that supports systematic library administration. Additionally, Arinal et al. (2022) demonstrated that consistent use of DDC positively influenced the effectiveness of library management and administrative services, including ease of access to information. Collectively, these studies confirm that DDC plays a crucial role in enhancing library operations. However, most existing research focuses primarily on technical classification accuracy or general library management outcomes, leaving other administrative dimensions underexplored.

Although previous research has established the benefits of the DDC system, several gaps remain. Most studies concentrate on university libraries or emphasize technical aspects such as determining classification numbers and utilizing digital cataloging tools (Listrianti et al., 2023; Ni'am et al., 2025; Nisa', 2023; Rozi, 2025; Yaqin & Tusshalihah, 2025). Research specifically examining the implementation of DDC in madrasa-based school libraries, particularly at the MTs level, remains limited. Furthermore, few studies comprehensively analyze how DDC implementation influences broader library administration management, including record-keeping, service efficiency, and governance structures. The lack of contextual studies in Islamic educational institutions also limits understanding of how classification systems align with Islamic management values. This gap is significant, as madrasas possess unique organizational and educational characteristics that require context-sensitive management approaches. Addressing this gap is essential to provide empirical evidence on the role of DDC in improving administrative effectiveness within madrasa libraries and to inform policy and practice in similar educational settings.

The novelty of this study lies in its focus on the implementation of the Dewey Decimal Classification system as an integral component of library administration management in a madrasa context. Unlike previous studies that emphasize technical classification procedures, this research examines DDC as a strategic administrative tool that supports efficiency, orderliness, and service quality. Furthermore, this study integrates the perspective of Islamic education management by linking DDC implementation with the principle of *al-nizham* (order), which is emphasized in Islamic teachings (Ramadhan, 2023). By situating DDC within both administrative and value-based frameworks, this research contributes a more holistic understanding of library management practices in madrasas. This approach represents a state-of-the-art contribution, as it bridges technical library science with educational management and Islamic values, making the findings relevant for both academic discourse and practical implementation.

Based on the aforementioned background, this study addresses the research problem of how the Dewey Decimal Classification system is implemented in madrasa library administration management and how it contributes to administrative effectiveness. The study argues that the implementation of DDC positively influences the efficiency, accuracy, and neatness of collection management and administrative services. This argument is grounded in the assumption that a structured classification system supports systematic workflows, improves information accessibility, and enhances service delivery (Mukti, 2022; Arinal et al., 2022). Moreover, from an Islamic management perspective, orderly administration reflects the value of discipline and structure as emphasized in the Qur'an (QS. As-Saff: 4) (George, 2011). Therefore, this study contributes theoretically by enriching the discourse on library administration in Islamic educational institutions and practically by providing a reference for developing effective and systematic library management practices.

## RESEACH METHOD

This study employed a qualitative research design using a case study approach. The qualitative case study was chosen to obtain an in-depth understanding of the implementation of the Dewey Decimal Classification (DDC) system and its implications for library administration management in a real-life context. Qualitative research emphasizes meaning, process, and contextual understanding rather than numerical measurement (Sugiyono, 2019; Moleong, 2020). The case study design allows researchers to explore complex phenomena holistically by examining interactions, procedures, and experiences of research participants within a specific setting (Faizin et al., 2023; Muzayyin &

Bali, 2023; N et al., 2023). This approach is considered appropriate because the implementation of the DDC system involves administrative practices, human behavior, and organizational processes that cannot be fully captured through quantitative methods. Furthermore, the qualitative case study enables the identification of gaps between the theoretical concept of DDC implementation and actual practices in the field (Adeoye et al., 2025; Ataman & Safitri, 2024; Hidayatulloh & Iqna'a, 2025; Khoiroh et al., 2025).

The research was conducted at the Pustaka Ceria Library of MTs N 1 Purworejo, located in Purworejo Regency, Central Java. This location was selected purposively based on several considerations. First, the library has implemented the Dewey Decimal Classification system as its primary classification method, making it relevant to the research focus. Second, preliminary observations indicated that the implementation of DDC had not yet been optimal, particularly in terms of determining classification numbers, arranging collections, and managing administrative and circulation services. These conditions provided a rich context for examining the implementation process and its challenges. Third, as a madrasa library, Pustaka Ceria represents an Islamic educational institution with distinctive administrative characteristics, making it suitable for exploring the integration of systematic library management and Islamic education values (Sugiyono, 2023).

Data were collected using three primary techniques: observation, in-depth interviews, and documentation. Observation was conducted to directly examine the processes of classifying collections, arranging library materials, and managing administrative services. This technique enabled the researcher to capture actual practices and behaviors in the natural setting of the library. In-depth, semi-structured interviews were carried out with key informants, including the head of the library, librarians or library staff, teachers as internal users, and students as the primary users of library services. The selection of research subjects was based on their direct involvement and relevance to the implementation of the DDC system and library administration management (Azizah et al., 2025; Bukhori & Zahro, 2025; Khomairotusshiyamah, 2025; Sukriyah & Annisa, 2025). Documentation was used to support and validate the findings through administrative records, collection lists, catalogs, circulation reports, and photographs of library activities (Naningsih et al., 2024; Zamroni & Maulida Thohir, 2025).

Data analysis in this study followed the interactive model proposed by Miles and Huberman, which consists of data condensation (reduction), data display, and conclusion drawing and verification (Miles et al., 2014). Data condensation involved selecting, focusing, simplifying, and transforming raw data obtained from observations, interviews, and documentation to highlight

relevant information related to DDC implementation. Data display was conducted by organizing the reduced data into narrative descriptions, tables, and matrices to facilitate interpretation and pattern recognition. Finally, conclusion drawing and verification were carried out by interpreting the displayed data to identify findings and ensure their validity. The credibility of the data was strengthened through triangulation of sources and data collection techniques, allowing conclusions to be continuously tested and refined throughout the research process (Miles et al., 2014).

## RESULT AND DISCUSSION

Based on the results of observations and interviews with the head of the library on November 26, 2025, the implementation of the Dewey Decimal Classification (DDC) system at the Pustaka Ceria Library has followed the technical standards for organizing collections, but with several local adjustments.

### Classification Stages

The classification process begins when a new book is received. Librarians conduct a subject analysis to determine the intellectual content of the book, then compare it to the 23rd edition of the DDC chart. Field data shows that librarians often use tools such as DDC summaries to expedite the process.

### Supporting Facilities and Infrastructure

The Pustaka Ceria Library uses the Library Information System (SiMS) application, which is integrated with the DDC classification number. This facilitates the printing of book spine labels (call numbers).

**Table : Distribution of Collections by Main DDC Class**

Class Code	Subject Category	Percentage of Collection
000	General Works	5%
100	Philosophy & Psychology	3%
200	Religion (Islam)	35%
300	Social Sciences	10%
400	Language	12%
500	Science & Mathematics	10%
600	Technology	5%
700	Arts & Sports	5%
800	Literature	10%
900	History & Geography	5%

## Field Obstacles

An interview with Ms. Astuti, the head of the library, revealed that the main obstacle was grouping and determining sequential numbers according to the existing catalog.

The implementation of the DDC in the Pustaka Ceria Library of MTs N 1 Purworejo demonstrates the school's commitment to implementing international standards for library materials processing. DDC was chosen for its universal and hierarchical nature, which facilitates independent browsing of the shelves (open access). The findings in Table 1 indicate a 35% dominance of class 200 (Religion).

This aligns with MTs N 1 Purworejo's identity as an Islamic educational institution. The use of the expanded Islamic classification scheme (2X10) is an appropriate adaptive step. According to Suwarno (2016), school libraries under the auspices of the Ministry of Religious Affairs require flexibility in adopting the DDC to ensure logical organization of collections of Islamic books and other literature (Suwarno,2016). Observations show that the DDC system contributes to the aesthetics and orderliness of shelves. Consistent call numbers make the shelving process more accurate. However, challenges arise in students' information literacy. Most students still rely on librarians for assistance rather than using classification numbers to find books independently. This indicates the need for regular user education (Ardiansyah,2022). The use of the SliMS application at Pustaka Ceria proves that DDC implementation is no longer entirely manual. Synchronization between DDC classes and the digital database allows patrons to search for books through the Online Public Access Catalog (OPAC) before going to the physical shelves. This significantly improves service time.

The administrative process begins with a book inventory. Each incoming book is recorded in a master book, which includes the inventory number, title, author, publisher, and source of acquisition. "Because every library report shows that if we don't use DDC, we will have difficulty finding books." (Interview with library coordinator, November 26, 2025). Circulation at the Pustaka Ceria Library has adopted a barcode system to expedite the borrowing and return process. Member data covers the entire academic community of MTs N 1 Purworejo.

Table : Statistics on Collections and Membership of the Pustaka Ceria Library (2025)

No.	Data Type	Total	Description
1.	Fiction Book Collection	2769 Copies	Available
2.	Non – Fiction Book Collection	2432 Copies	Including Textbooks
3.	Student Membership	940 Students	Active
4.	Teacher/Staff Membership	66 Persons	Active

Pustaka Ceria has a representative space divided into a reading area, a collection area, and an administration area. Based on observations, the administrative layout is designed to facilitate librarians in controlling the flow of visitors.

The administrative management at the Pustaka Ceria Library demonstrates a successful transition from conventional to digital systems. The use of applications (such as SliMS or similar) facilitates the creation of monthly and annual reports. This aligns with the theory that library efficiency is highly dependent on the accuracy of the information systems used (Darmono,2015).

Based on the findings, MTs N 1 Purworejo has strived to comply with SNP 003:2011 concerning School Libraries (Suwarno, 2011). The orderly management of master books and book cards is an indicator of the manager's professionalism. However, the main challenge found is the limited number of functional librarians with a library science educational background. Neat administration has a direct impact on the speed of service. With the barcode system, circulation waiting times are cut by up to 50% compared to manual systems. The existence of complete statistical data also makes it easier for the principal to make policies regarding adding collections in the future (Interview with the head of the library, November 26, 2025).

The implementation of the Dewey Decimal Classification (DDC) system at the Pustaka Ceria Library of MTs N 1 Purworejo is not merely a technical process of assigning numerical codes to book spines but represents the establishment of a logical and integrated framework for library administrative management. Based on interviews with library administration staff, DDC is perceived as “a universal language that integrates physical book data with information stored in automated library applications.” This perception indicates that DDC functions as a unifying system that connects collection organization, inventory records, and administrative reporting. The effectiveness of DDC implementation is evident in three key aspects. First, the accuracy of shelving has improved significantly, as the use of specific and consistent classification numbers minimizes the risk of

misplacement. This finding aligns with the theoretical foundation of classification, which aims to group materials with similar subjects in a single, systematic location (Hamakonda, 2015).

Second, the implementation of DDC facilitates more efficient stocktaking activities. The systematic numerical sequence applied in shelving enables librarians to quickly match physical collections with inventory records, thereby reducing the time and potential errors involved in manual verification processes. Third, DDC contributes to the accuracy of statistical reporting, as librarians can easily generate data on collection composition, such as identifying that religious collections account for approximately 25 percent of the total holdings. These statistical outputs serve as an important basis for evidence-based decision-making, particularly in planning future book procurement policies that align with institutional needs and user interests.

Despite these positive outcomes, several challenges were identified in the implementation process. One major difficulty lies in determining appropriate classification numbers for contemporary publications and young adult fiction that encompass multiple or interdisciplinary themes. This complexity increases the risk of inconsistency in classification practices if not properly addressed. To overcome this issue, the library adopted a practical solution by providing a concise DDC guidebook at the librarian's workstation, which serves as a quick reference to ensure consistency and accuracy in classification decisions (Mulyadi, 2016). This strategy reflects an adaptive approach to maintaining standardization while accommodating the evolving nature of library collections.

In addition to its impact on administrative efficiency, the implementation of the DDC system also influences user satisfaction and service quality. Findings from a short user survey indicate that clear and systematic labeling has enhanced students' independence in locating library materials. As a result, students rely less on direct assistance from librarians, allowing staff to focus on other administrative and service-related tasks. This condition demonstrates that improvements in administrative organization contribute directly to more effective and responsive library services. Such findings support the argument that administrative efficiency is closely linked to service quality and user satisfaction in library management.

## CONCLUSION

The most important finding of this study is that the implementation of the Dewey Decimal Classification (DDC) system, when integrated with the Senayan Library Management System (SLiMS), is not merely a technical innovation but a strategic administrative instrument that strengthens the organizational logic of library management. The study demonstrates that consistent use of classification

numbers enhances the accuracy of shelving, accelerates inventory and stocktaking processes, and improves the reliability of collection statistics reporting. The adaptive application of the Islamic classification expansion scheme (2X10) further reveals that international library standards can be harmonized with the identity and educational mission of Islamic institutions. The key lesson derived from this research is that effective library administration is achieved not only through technological adoption but also through the systematic alignment of classification systems, digital tools, and institutional values.

From a scholarly perspective, this study contributes to the field of library and educational management by extending the discussion of the Dewey Decimal Classification system beyond its technical function toward its role in improving administrative effectiveness and service quality in madrasa libraries. The findings enrich existing literature by providing empirical evidence from an Islamic educational context, which remains underrepresented in previous studies. However, this research is limited by its case study scope and reliance on qualitative data from a single institution, which may restrict the generalizability of the findings. Future research is recommended to involve comparative studies across multiple madrasa libraries, examine librarians' strategies in addressing the complexity of contemporary and interdisciplinary literature classification, and assess students' information literacy levels in utilizing OPAC and digital library services within a more technologically advanced library environment.

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