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Dr. Terry Latour
Dean of Libraries

Chat Is Back!

If you haven't already noticed, our online **Live Chat Reference Service** is back in operation. We had technical difficulties with the software, but they are fixed and the software appears to be stable.

Chat Reference services are available during the times that Carlson Library reference services are available:

Monday – Thursday:	10:00 a.m. – 9:00 p.m.
Friday:	10:00 a.m. – 5:00 p.m.
Sunday:	1:00 p.m. – 5:00 p.m.

If online Chat is not your thing, please don't hesitate to stop by the Reference Desks in Carlson or Suhr Libraries, contact us via email using our **Ask a Librarian** service, or contact us by telephone at:

Carlson Library:	814-393-2490
Suhr Library:	814-393-1242
	Or
	814-676-6591 Extension 1242

Distance Education students may also contact the Reference Department using the toll-free telephone number.

"Image. Object. An Artist's Perception": Franchino Topic At Faculty Author Seminar

Mark Franchino, chair of the Art Department, will present on the topic, "Image. Object. An Artist's Perception" at the second **Faculty Author Seminar Series** sponsored by Faculty Senate and Carlson Library.

Join him on Monday, October 20th at 12:15 p.m. in the Center for Academic Excellence on Level A of Carlson Library. A light lunch - served beginning at noon – as well as Franchino's presentation are *free* and open to the public. Please join us.

Library Tip - Faculty Access To Special Databases

The Commonwealth of Pennsylvania State Library makes available to state employees, including Clarion faculty and staff, dozens of databases that the University Libraries do not have access to. Subject fields include biography, business, computing, education, government, health, history, historic newspapers, law, science, statistics, and other general reference works. Check out what's available at the **Commonwealth Libraries: Research Databases at the State Library of Pennsylvania** Website.

To gain access to the databases you will need a **State Library Card** which you can request through their Website. After the form is submitted, the card will be mailed to your home address within 3-5 business days.

Computer Tip: Dating In Excel

No… not *that* kind of dating!

I'm sure by now, you've realized that when you type a date into MS Excel, the program seems to magically know what it is and treats it as such. But have you ever wished the date was in a different format? Maybe you want just the month and day (5/26), for example. Or, perhaps you're looking to have something like 26-May-09.

Well, what you may not know is that Excel has a whole list of built in formats to choose from. Here's the scoop on dating your way!

- **Select the cells** to be formatted.
- In **Excel 2007**, you can:
  - **right click** and choose **Format Cells** or
  - **Ctrl + 1** or
  - click the little **down arrow in the bottom right hand corner** of the **Number** section under the **Home** tab on the ribbon.
- No matter how you get there, you should be looking at the **Number** tab in the Format Cells dialogue window.

- On the left, in the **Categories** list, choose **Date**.
- On the right, in the **Type** section, a list of standard options is displayed.
- **Select the format** you need.
- Click **OK**. Poof! The date format is done.
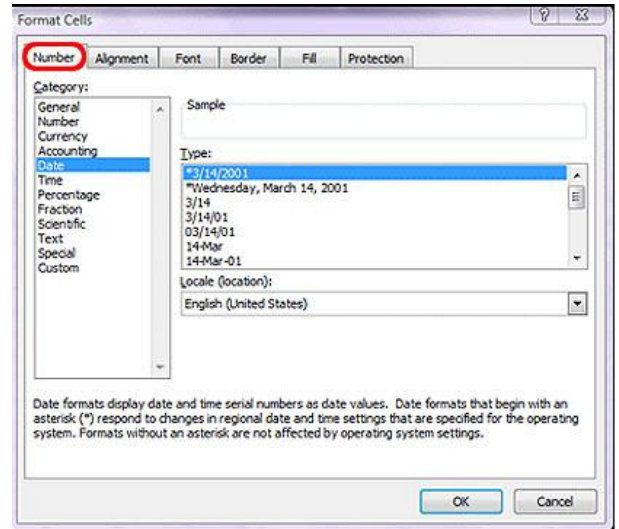
Something To Think About:

I look to the future, because that's where I'm going to spend the rest of my life.
--George Burns