



# INSIDE

## THE CLARION UNIVERSITY LIBRARIES

OCTOBER 28, 2008

VOLUME 4, NUMBER 10

### IN THIS ISSUE

- SHHHH....! LIBRARY QUIET ZONES
- FACULTY PROMOTION & TENURE RECOGNITION
- LIBRARY TIP: VIDEOS, DVD'S, AND CD'S
- COMPUTER TIP: ZOOM IN AND OUT
- SOMETHING TO THINK ABOUT

### CU LIBRARIES' LINKS

INSIDE THE CLARION  
UNIVERSITY LIBRARIES  
READ BACK ISSUES OF THE  
LIBRARIES' NEWSLETTER

LIBRARY HOME  
YOUR LINK TO ALL OF THE  
LIBRARIES' RESOURCES

#### ABOUT "INSIDE THE CLARION UNIVERSITY LIBRARIES"

The Clarion University Libraries newsletter is published weekly when classes are in session. Through Inside, we share information about our services and resources with the campus community. Inside is best viewed with Microsoft Outlook. However, you can read a PDF version of Inside online. Access it through the Libraries' homepage at: [www.clarion.edu/library](http://www.clarion.edu/library)

### SHHHH....! LIBRARY QUIET ZONES



Need a quiet place to study or work on a research paper? Levels 2 & 3 of Carlson Library are designated as *Quiet Zones*.

In accordance with student preferences and campus culture, the Entrance Level and Level A are more open for group work and social interaction.

We ask all library users to help us offer alternatives for individual preferences. If you are seeking a quiet location to study, please use Levels 2 & 3. If there are problems on Levels 2 & 3 with noise, we need your assistance and cooperation.

- ☆ When you receive a cell phone call or a friend stops by, please keep the conversation quiet and brief. Better yet...take the conversation elsewhere.
- ☆ If someone else is not maintaining the hushed atmosphere, please ask them to respect the Quiet Zone.
- ☆ If the noise persists, you can notify the Circulation Desk staff who will investigate, if staffing permits.
- ☆ Library staff members also attempt to enforce moderation on Levels 1 & A. If you think that it is too noisy there, please consult with our staff.



Library staffing is often limited, and we appreciate your help maintaining Carlson Library as a desirable place to work and study.

## PILOT

SEARCH THE LIBRARIES' ONLINE  
CATALOG

## A-Z DATABASE

SEARCH THE LIBRARIES'  
EXTENSIVE COLLECTION OF  
ELECTRONIC JOURNALS AND E-  
BOOKS

## CONTACT US

DR. TERRY LATOUR  
DEAN OF LIBRARIES

## FACULTY PROMOTION & TENURE RECOGNITION



If you read this before this afternoon (Tuesday, October 28<sup>th</sup>) at 3:00 p.m., please join us in the Center for Academic Excellence, located on Level A of Carlson Library, for the annual *Faculty Promotion and Tenure Recognition Celebration*.

Faculty members promoted and tenured in 2008 will be recognized for their accomplishments. Each will be honored with the addition of an item of his or her choice to either the Carlson Library on the Clarion campus or the Suhr Library on the Venango campus.

Come see and hear which titles have meaning for your professors or colleagues and help us to celebrate their accomplishments. Refreshments will be served.



## LIBRARY TIP: VHS VIDEOS, DVD'S, AND CD'S



Looking for VHS videos, DVD's, and CD's? Carlson Library has been adding numerous titles and more are on the way. Of course, suggestions for others are always most welcome.

To locate available media, go to [PILOT](#), the online catalog of library resources.

- ☆ For VHS videos and DVD's...
  - ☛ Select *Video* in the "Set Single Limit" option search box
  - ☛ Enter the title or topic in the regular search box as usual
  - ☛ Click on search
- ☆ For CD's and other media items...
  - ☛ Click on the "Set Limits" box on the lower right side of the PILOT search screen
  - ☛ In the "Location" box, select either "Media CD's Collection" or "Media Collection"
  - ☛ Click on the "Set Limits" bar at the top left of the screen
  - ☛ You may then continue by selecting a keyword or other search for your topic.
    - (Through a fluke in the system, *subject* search will not work. However, keyword searches will.)

If you have questions or difficulty,  
contact a reference librarian at 393-2490.



---

## COMPUTER TIP: ZOOM IN AND OUT



You can use the scroll button on your mouse to zoom in and out of documents quickly. Just hold down the Ctrl key and roll the scroll wheel forward to get a closer view of the document, or roll it back to shrink

---

## SOMETHING TO THINK ABOUT:



From ghoulies and ghosties  
And long-leggedy beasties  
And things that go bump in the  
night,  
Good Lord, deliver us!  
— Old Scottish Saying