



# Inside

## The Clarion University Libraries

March 30, 2010

Volume 5, Number 25

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### 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

#### 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

### 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: <http://www.clarion.edu/115369/>

### Workshops Can Help - Act Quickly!



Act quickly to take advantage of four workshops scheduled this week and next. They will help you to save time and produce better results with your research projects.

These brief workshops, which are open to all, are held in Room 201 of the Carlson Library. Please contact Karen Sheesman at 393-1841 or [email](#) Karen to reserve your spot!

#### Searching The Internet

**Wednesday, March 31, 3:00 p.m.**

Are you overwhelmed with the amount of information that you get when you do a Google search? Would you like to learn how to get more focused, accurate results? Come to this session to learn about some strategies, tips, and specialized search engines to help you focus your results and locate higher quality information on the web.

#### Avoiding Plagiarism

**Thursday, April 1, 3:00 p.m.**

Have your professors warned you not to plagiarize? Have you seen stories in the news about the consequences of plagiarism? You definitely want to avoid it...but what exactly is it? Attend this session to learn more about plagiarism and tips to avoid it.

#### Citing Sources

**Monday, April 5, 3:00 p.m.**

Are you confused when it comes time to cite your sources in a research paper? This workshop will help you to sort out the different styles and to select the one that is right for your course.

#### Locating Sources Using WorldCat

**Tuesday, April 6, 3:00 p.m.**

Have you done research and not found enough sources at Carlson Library? If so, come to this session to learn how to search and find books from all over the world. Learn how to get

resources sent to you in days. Don't be limited to just using items held at your local library.

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## Libraries Closed This Weekend



Carlson and Suhr Libraries will be closed this weekend, Saturday and Sunday, April 3-4.

Both facilities close at 4:00 on Friday and reopen at 8:00 a.m. on Monday, April 5.

Have a nice holiday weekend.

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## Library Tip: Online Renewals



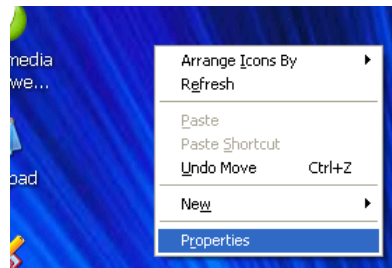
Did you know that you can use our Website to renew the loan period of items checked out from Clarion University Libraries?

At the Library homepage, click on the [Renew Books](#) link under the "Library Services" list to view information and additional links.

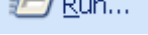

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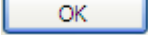
## Computer Tip: Increased Font Size On Excel Sheet Tabs

Depending on the user, font sizes on sheet tabs can appear too small to comfortably read. Increasing the font size on sheet tabs is a Windows function, not an Excel function. Therefore, the user will need to leave Excel and return to the Desktop to make the change.



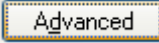
1. Right-click, in a clear area on the desktop away from any icons, the Start menu or Task bar.

(Or Click on  in your  menu, then type "desk.cpl" in the window that

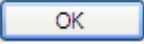
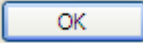
appears, then click )

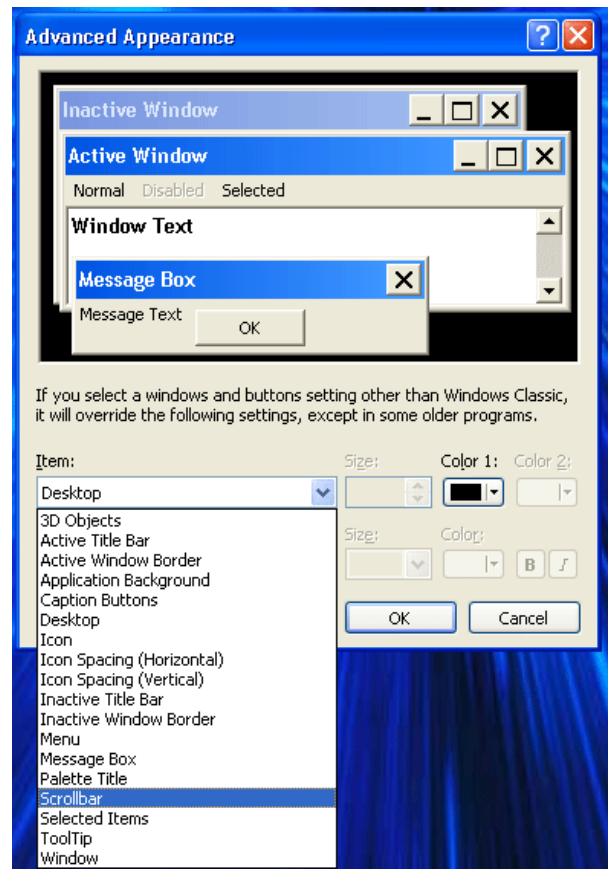
2. Select  on the right click menu and select the

 tab in the Display Properties window.

3. Click the  button in the lower right corner of the window and click the drop-down arrow above the Item list.

4. Select Scrollbar from the Item list and change the font size in the Size box on the right.

5. Click  then click  again. The sheet tabs will now reflect the change in size.



## Something To Think About:



*Weeds are flowers too,  
once you get to  
know them.*

--A. A. Milne