



# Inside

## The Clarion University Libraries

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Volume 6, Number 22

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### CU Libraries' Links:

#### Inside The Clarion University Libraries

Read back issues of the Libraries' newsletter

#### 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 through the [Libraries' homepage](#).

### Workshops To Hone Your Research Skills



Do you need some help getting started with your research, or perhaps you need to be more productive with it?

Take advantage of three workshops scheduled for this week. They may help you to save time and produce better results

with your research projects.

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

#### **Avoiding Plagiarism...**

**Wednesday, March 2  
3:00-3:50**

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 plagiarism? Attend this session to learn more about plagiarism and tips to avoid it.

#### **Locating Sources Not In Your Library Collection & ILLiad...**

**Thursday, March 3  
4:00-4:50**

Have you done research and not found enough sources at Carlson Library? Have you searched for a book or journal article and found that the Library does not have it? You can't find books in the library on your topic?

If so, come to this session to learn how to search and find books all over the world. Learn how to get resources sent to you in just days. Don't be limited to just using items held at your local library.

## Library Home

Your link to all of the Libraries' resources

## PILOT

Search the Libraries' online catalog

## Databases A-Z

Search the Libraries' extensive collection of electronic journals and e-books

## Contact Us

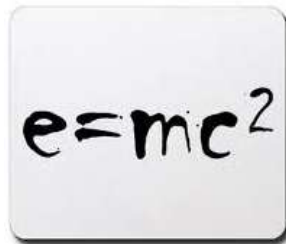
Dr. Terry Latour  
Dean of Libraries

## Get Grade A Information ...

Friday, March 4  
10:00-10:50

Come to Carlson Library and discover where to get quality information for your class assignments. Learn the basics of the University Libraries, the Libraries' website, and the databases available through Clarion University.

## Faculty Author Seminar: "The Role Of Technology..."



The second Faculty Author Seminar of the semester is scheduled for this **Wednesday at 12:00 on Level A of Carlson Library.**

Professor Vasudeva Aravind of the Physics Department will present a program on, "The Role of Technology in Enhancing

Student Understanding of Science."

*Light refreshments will be available.* Please join us to hear about the research of one of our faculty.

The Faculty Affairs Committee of the Faculty Senate, the Provost's Office, and the University Libraries sponsor this program.

## Winter Break Hours Announced



The University Libraries operate on the following schedule during the Winter Break. For more information, contact Carlson Library at 814-393-2301 or Suhr Library at 814-676-6591.

### Carlson Library

Saturday	March 5		Closed
Sunday	March 6		Closed
Monday-Friday	March 7 – 11	8:00 a.m.	- 5:00 p.m.
Saturday	March 12		Closed
Sunday	March 13	1:00 p.m.	- 12:00 a.m.

### Suhr Library

Saturday	March 5		Closed
Sunday	March 6		Closed
Monday-Friday	March 7 – 11	8:00 a.m.	- 4:00 p.m.
Saturday	March 12		Closed
Sunday	March 13		Closed

## Computer Tip: Separate Text Into Multiple Columns

Sometimes the original data entry is only desirable for the current project.

**Example:** First and last names were entered into one cell but the current use requires them to be separated into a first name column and a last column. Excel uses the *Text to Column* feature to quickly perform this task.

1. Select or highlight the text to be separated and click **Data** on the menu bar.
2. Select **Text to Columns...** on the Data menu and Click **Next >** to get to Step 2 of 3.
3. Select the check box labeled  **Space** on the left side of the screen for Step 2 of 3. This will separate the information contained in the single cell based on the space between the first and last name.
4. Click Next and Finish.

	A	B	C
1	Donita Sparks		
2	Suzi Gardner		
3	Janis Tanaka		
4	Demetra Plakas		

**Convert Text to Columns Wizard - Step 2**

This screen lets you set the delimiters your data contains and how your text is affected in the preview below.

**Delimiters**

Tab     Semicolon     Comma  
 Space     Other:

**Data preview**

Donita	Sparks
Suzi	Gardner
Janis	Tanaka
Demetra	Plakas

Cancel

## Cranial Candy: Visit The “Exploratorium”



The Exploratorium isn't just a museum, it's an ongoing exploration of science, art, and human perception—a vast collection of [online interactives](#), [web features](#), [activities](#), [programs](#) and [events](#) that feed your curiosity. Check it out at: [www.exploratorium.edu](http://www.exploratorium.edu).

## Something To Think About:

## Life is 'Beautiful'



*Mistakes are the usual bridge  
between inexperience  
and wisdom.*

*--Phyllis Theroux*