



Inside

The Clarion University Libraries

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CU Libraries' Links:

Inside The
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Read back issues of
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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](#).

Two Weeks And Counting...



With less than two weeks of classes remaining, you may be looking forward to the end of the semester and the year. You may also be apprehensive about what you need to do between now and then. If you have a research project that has stalled, maybe the reference librarians at Carlson and Suhr Libraries can help.

Stop by the Libraries for tips and one-on-one instruction that can save you time and a lot of frustration. If getting to the library when the reference librarians are on duty is a problem, try one of these solutions:

- **Call** Carlson Library (Clarion Campus) at 814-393-2490 or 814-393-1841.
- **Call** Suhr Library (Venango Campus) at 814-393-1242 or 814-676-6591 extension 1242.
 - Distance Education Students may use the special toll-free number provide just for you.
- **Chat** by clicking the button on the [Libraries](#) home page to start a *live* conversation with one of our Reference Librarians! [Chat Now](#)
- **Text a Librarian** using SMS from your cell phone to our email address: libsupport@clarion.edu.
 - *Note: Standard messaging rates apply.* Remember that SMS stands for **Short Message Service**. If the question (or answer) requires in-depth discussion, you probably should contact the Reference Librarian using one of the other options.

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

- **Email** is great when immediate feedback is not crucial or when the reference librarians are not on duty. Submit requests for assistance using our [Ask A Librarian](#) online reference form. It is available at the [Libraries' Website](#), under the "Library Help" heading.

Don't forget about all the tutorials and resource lists that are also available at the Libraries' Website!

Carlson Library's 24-Hour Schedule



If you need a place to finish a research paper or to prepare for finals, Carlson Library will be *the* place to be at the end of the semester

*Beginning next Monday, April 25,
Carlson Library is open 24 hours a day
through Finals Week,
with the exceptions of closing at
9:00 p.m. on Friday and Saturday evenings.
Databases, computers, and borrowing services
are available around the clock.*

Reference services during 24-hour schedule:

Monday – Thursday: 10:00 a.m. - 9:00 p.m.

Friday: 10:00 a.m. – 5:00 p.m.

Sunday: 1:00 - 5:00 p.m.

Library Tip: Libraries Closed This Weekend



Both Carlson and Suhr Libraries will be closed this Saturday and Sunday, April 23rd & 24th.

Computer Tip: Why Did Line Spacing Change In Word 2007?



Microsoft Office Word 2007 introduced a newly designed default template for creating documents.

The new template uses fonts designed with readability in mind. According to a [blog](#) that was active during Word 2007

development, "the new fonts used in Word are based on the ClearType technology that provides a crisper, more easily read display of the fonts on most modern monitors." Calibri is the new default font for body text, and "to complement the look of Calibri, Cambria was selected for use in headings."

The default template for creating new documents in Word 2007 also uses "looser" line spacing and introduces extra space between paragraphs. The looser line spacing is actually only 15 percent greater than single spacing (it is not double-spacing, or even 1.5-line spacing). Its purpose is to introduce more white space in blocks of text, which makes the text easier to read.

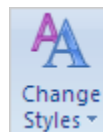
Because many Word users press ENTER twice after every paragraph, the Word 2007 default settings build in that extra space. Customers need to press ENTER only one time to add space between paragraphs.



1. line spacing, no blank line between paragraphs
2. 1.15 line spacing and a blank line between paragraphs

If you were happier with the look and feel of Word 2003 documents, here is your resolution:

1. Open the document that you want to look like a Word 2003 document.
2. On the **Home** tab, in the **Styles** group, click **Change Styles**.



3. Point to **Style Set**, and click **Word 2003**.
4. On the **Home** tab, in the **Styles** group, click **Change Styles**.
5. Point to **Fonts** and under **Built-in**, click **Office Classic**.
6. If you want to create all documents with the Word 2003 style set and fonts, in the **Styles** group, click **Change Styles**, and then click **Set as Default**.

All future documents will open with the Word 2003 default style set and fonts.

NOTE: If you want to use the updated Word 2007 formatting, switch to the Word 2007 style set and the Office font set. You can switch back to your custom default settings later by clicking **Reset to Quick Styles from Template** (in the **Styles** group, click **Change Styles**, point to **Style Sets**, and then click **Reset to Quick Styles from Template**).

Cranial Candy: Emergency And Disaster Information Service



Nuclear events, floods, earthquakes, whatever...Regardless of the type of emergency or disaster, the [RSOE EDIS](#) website tracks it all – worldwide. Use the interactive maps to see what in the world is happening!

Something To Think About:



*You can no more
win a war
than you can
win an earthquake.
~~Jeannette Rankin*