



# INSIDE THE CLARION UNIVERSITY LIBRARIES



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## CU Libraries' Links:

Inside The Clarion University Libraries

Read back issues of the Libraries' newsletter

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](#).

## Save Time. Get Better Grades.



With November upon us, the pressure may be building for you to get moving with your research projects and term papers. The CU Libraries can help in a variety of ways.

Rather than getting a million hits on Google, many of which are irrelevant or of suspect quality, we offer access to millions of *authoritative* articles, books, datasets, and other resources that may be

just what your professors would like to see.

Intimidated? Don't know where to begin?

Our friendly Reference Librarians are available to help you get started!

Stop by the Libraries, visit our [Website](#), or call:

Carlson Library Reference Librarians 393-2490

Suhr Library Reference Librarian 676-6591

(or 814-676-6591 extension 1242)

*Clarion Online/Distance Education* students may use the special toll-free number, 866-272-5612 (Press #5 for Library).

You may also contact us through our [LibAnswers](#) Webpage.

[LibGuides](#) can help you get started by locating good information resources in many subject areas. We have a variety of online [tutorials](#) that help you find journal articles, conduct library research and take advantage of library services and resources.

## 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

## What Is LexisNexis Academic?



[LexisNexis® Academic](#) is an online database where you can find timely and critical news reports, legal resources, and business information. It has an easy-to-use interface and powerful research capabilities.

There are "Hot Topics Links" on the search screen and links to research guides that will help to get you started or to complete your assignment.

*LexisNexis Academic* contains:

- News reports – current & historical
  - More than 3,000 newspapers from around the globe
  - More than 2,000 magazines, journals, and newsletters
  - Broadcast transcripts from major media companies
  - Wire service updates throughout the day
- Legal resources – primary & secondary
  - Federal and state laws from 1988 to today
  - Federal and state court decisions
  - State codes and regulations
- Business resources for 80 million companies
  - Business news sources
  - Business financial information
  - SEC filings

*LexisNexis Academic* is available through the [Libraries Homepage](#). In the "Research Resources" block, click on the [Databases](#) link, then scroll down the alphabetical list or use the link to jump to the "L" section of databases.

If you have questions or need assistance, stop by the libraries or call Carlson Library at 393-2490, Suhr Library at 676-6591 or Clarion Online distance education students may call toll-free at 866-272-5612, (Press #5 for Library). Our Chat and other online services are available at the [Ask a Librarian! / LibAnswers!](#) link on our Website.

## Library Tip: Text A Librarian



Did you know that you can text a librarian and ask for research assistance?

In addition to in-person consultation, phone calls, chat, and email messages, you may contact our Reference Librarians by *texting*. Send your questions via SMS text to 814-

343-9324. *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 our other options.

## The Minion's Master Moves: Missing Your Cell Phone?



### *The S.W.A.T. Minions remind you...*

Few things can make a person feel more naked in this day and age than losing a phone. We use our phones for so much more than making phone calls, and the thought of a stranger having access to all that data can make your stomach turn. The sooner you find your phone, the more secure your information will be. Follow [this guide](#) (the **full article** is found on *wikiHow to do anything*) to help you find it ASAP.

A quick summary of the article suggests:

### **Check Nearby...**

- **Call your cell phone.** If your phone is nearby, you'll hear it and can retrieve it. Alternatively, perhaps someone will answer it and can tell you where it is.
- **Look around.** If you think you've just misplaced it, do a quick search in nearby obvious areas.
- **Send an SMS text message to your missing phone.** This will let anyone who might have access to your phone know that it is lost. The message could say, "*Help! I lost this phone. If you find it please call 555-2343. Karma points will be your reward.*"
- **Retrace your recent steps.**

### **Track It Down...**

- Use *Find My iPhone* to track your lost iPhone.
- Use the *Android Device Manager* to find a lost Android phone.
- Use the Windows Phone website to find a lost Windows phone.

### **Take Action...**

- **Do not attempt to retrieve a *stolen* device.**
- **Cancel your passwords and logins.**
- **Contact the telephone company.**
- **Report it.** Visit (campus) police station.
- **Learn from your loss.** If you haven't already installed a helpful app to locate your lost phone, do so at once.

## Cranial Candy: Word Of The Week



### odyssey

#### PRONUNCIATION:

(AH-duh-see) 

#### MEANING:

*noun:* A long eventful journey or

experience.

#### ETYMOLOGY:

After Odysseus, whose 10-year wandering after the fall of Troy is described in Homer's epic poem, the *Odyssey*. Earliest documented use: 1886.

#### USAGE:

"In *The Beast*, ... journalist Oscar Martinez chronicled the treacherous odysseys that Central Americans undertake as they cross Mexico. ... The 'beasts' of the title are the trains on which the travelers ride not in boxcars, as American hobos did in earlier times, but on the roofs."

Harold Meyerson; *A New Children's March*;  
*The Washington Post*; Jun 19, 2014.

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## Computer Tip: Two Excel Cells Become One!

The best way to compile a list of names is to have separate columns for first and last names. This allows for more accuracy when sorting and filtering.

However, sometimes there is a need to bring the names together in one smooth line not separated by the alignment of the cells. To accomplish this, use the **Concatenate** feature.

1. Select the cell where the names will be combined
2. Type the following formula  
**=CONCATENATE(A2," " ,B2)**  
[A2 is the location of the first name, B2 is the location of the last

name]. The empty quotes with one space in between tells Excel to

|   | A            | B            | C                              |
|---|--------------|--------------|--------------------------------|
| 1 | <b>Name1</b> | <b>Name2</b> | <b>Combined First and Last</b> |
| 2 | Heather      | Mason        | Heather Mason                  |
| 3 | James        | Sunderland   | James Sunderland               |
| 4 | Kim          | Gordon       | Kim Gordon                     |

enter a space between the first and last names

3. Copy the finished formula to other cells as needed

Although we do not “*repair*” computers, the **S.W.A.T. Team**  
(the **Students Who Assist [with] Technology**)  
on Level A of Carlson Library  
is always happy to help.  
Having an issue? Let us take a *swat* at it!

## Something To Think About:



*Life is just a short walk  
from the cradle to the grave  
and it sure behooves us  
to be kind to one another  
along the way.*

*-Alice Childress,  
playwright, author, and actor  
(1916-1994)*