



# INSIDE THE CLARION UNIVERSITY LIBRARIES



November 18, 2014

Volume 10, Number 13.

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## CU Libraries' Links:

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](#).

## Research Project? We Can Help!



With **less than three weeks of classes** remaining, you may be feeling the pressure.

Now is the time to get moving with your research projects and term papers. The Libraries can help in a variety of ways.

- We offer access to millions of authoritative articles, books, datasets, and other resources that may be just what your professors would like to see.
- If you are intimidated or 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 Librarians: 676-6591
  - Clarion Online distance education students can call toll-free at 866-272-5612 (press #5 for Library)
- Online [tutorials](#) teach you to find journal articles, conduct library research, and use techniques to get the most out of library services and resources.
- [LibGuides](#) are a good place to identify information and research resources that may be just right for your project.
- Chat and other online services are available at the [Ask a Librarian! / LibAnswers!](#) link on our Website.

Read back issues of  
the Libraries'  
newsletter

## 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

## Roving Reference & Research Help



Does a tight schedule prevent  
you from visiting the library?

Need help finding information  
to complete an assignment?

Having trouble locating a  
scholarly journal article?

Want some one-on-one  
instruction about our online  
library resources?

Look for our *Roving Reference* Librarians in the following locations this semester:

- STC (lobby, Level 1) – Monday, 10:00-11:00
- Gemmell (central stairway, Level 1) – Wednesday, 11:30-12:30
- Still Hall (Student Center, Room 101) – Thursday, 10:30-11:30

## What Is ABI/INFORM Complete?



[ABI/INFORM Complete](#) is a  
business information resource  
that provides full-text access to  
scholarly and trade journal  
articles, dissertations,  
conference proceedings,  
marketing and industry reports,  
business case studies, and

global trade news from 1971 to the current date. It includes *ABI/INFORM Dateline*, *ABI/INFORM Global*, *ABI/INFORM Research*, and *ABI/INFORM Trade and Industry*.

- *ABI/INFORM Dateline* focuses upon full-text regional titles and specializes on hard-to-find regional business publications with news and analysis of local companies and markets.
- *ABI/INFORM Global* is a comprehensive business database offering the latest business and financial information from throughout the world. It includes in-depth coverage from thousands of publications about business conditions, management techniques, business trends, management practice and theory, corporate strategy and tactics, and competitive landscape.
- *ABI/INFORM Research* provides access to 1,250 full-text journals covering a variety of business-related subject areas including financial, pharmaceuticals, manufacturing, and more

- **ABI/INFORM Trade & Industry** provides critical information about companies, products, and executives, as well as in-depth news and analysis of industry trends and developments.

*ABI / INFORM Complete* also provides full-text access to:

- *The Wall Street Journal*
- *The Economist*
- *The Financial Times*
- Thousands of other journals, magazines, and newspapers.

If you have questions or need assistance, stop by the Libraries or call:

- Carlson Library ... 393-2490
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Our Chat and other online services are available at the [Ask a Librarian! / LibAnswers!](#) link on our Website.

## **The Minion's Master Moves: Five Ways To Improve Your Laptop Battery Life**



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

The folks at CNET offer five ways to improve battery life on Windows. ([Read the full story.](#))

You shouldn't have to be tethered to your desk to use your laptop. While battery life is improving, it still isn't perfect. If you've got a *Windows 8.1* machine, these tips will help you squeeze the most juice of your computer's battery.

### **Software updates**

Microsoft routinely issues patches and software updates to fix bugs and add new features to Windows. Not only will these updates help keep your system more secure, but they can sometimes also improve your battery life.

### **Tweak power settings**

You can tweak things like brightness, when the display will turn off, and when the computer will go to sleep, among other things. Clicking on the "Change advanced power settings" will open the door to even more customization options.

### **Dim the display**

The display on your laptop uses a ton of energy. When you disconnect the power cord, it's best to dim the brightness down below half or to a level that is suitable for your eyes.

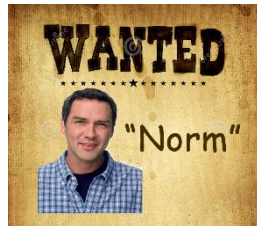
### Turn off Bluetooth

Even if you don't have a wireless mouse or speakers connected, having Bluetooth enabled will still draw power from your computer's battery.

### Disconnect any dongles

As is the case with Bluetooth, a USB-connected device (such as a flash drive) will also drain your battery. If the power cord is unplugged, charging your smartphone or tablet via a USB port will also reduce your battery life.

## Cranial Candy: Word Of The Week



wonted

#### PRONUNCIATION:

(WON-tid)



#### MEANING:

*adjective:* Usual; accustomed.

#### ETYMOLOGY:

From Middle English woned, wont (accustomed), past participle of wonen (to be used to, dwell). Ultimately from the Indo-European root wen- (to desire or to strive for), which is also the source of wish, win, Venus, overweening, venerate, venison, and banyan, venial, and ween. Earliest documented use: 1408.

#### USAGE:


"With wonted grace, Carey concedes that mass hunger is a seemly matter for clerical concern."

Matthew Norman; By George, Dr Carey's Right!; *The Independent* (London, UK); Feb 26, 2014.

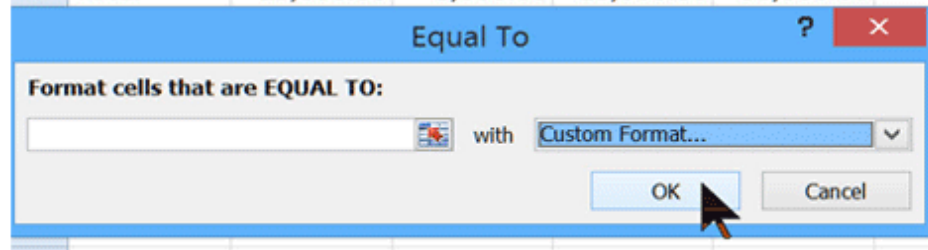
## Computer Tip: Shade Blank Excel Cells

Sometimes a user needs or wants to make sure blank cells stand out so they can be acknowledged and/or dealt with. This can be accomplished by using the Conditional Formatting feature.

1. Select/highlight the range of cells you want considered for Conditional Formatting. On the Home tab, select the **Conditional Formatting** button, then select **Highlight Cell Rules** and **Equal To ...**

2. In the **Format cells that are EQUAL TO:** box, click the **space bar** one time (one blank space tells Excel to apply the formatting to any cell that does not contain any information). You can also use this to shade cells with specific information by putting the desired information in the **EQUAL TO:** box. **Example:** Typing **6000** would shade cells **C2** and **E3** in the image.
3. In the **with** box to the right, click the drop-down  button to select **Custom Format ...** at the bottom of the list.
4. In the **Format Cells** dialog box, select the desired tab (such as the Fill tab) and then select the desired formatting (such as shading with the color yellow). Click **OK** when you are finished. The blank cells will now be shaded.

	A	B	C	D	E
1		John	Dan	Lisa	Total
2	September	5,000.00	6,000.00		11,000.00
3	October		2,000.00	4,000.00	6,000.00
4	November	10,000.00		9,000.00	19,000.00
5	Total	15,000.00	8,000.00	13,000.00	36,000.00

Equal To ? X

Format cells that are EQUAL TO:

with Custom Format... ▼

OK Cancel

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:



*Don't judge each day  
by the harvest you reap,  
but by the seeds you plant.*

*~Robert Louis Stevenson,  
novelist, essayist, and poet  
(1850-1894)*