



# Inside

## The Clarion University Libraries

November 17, 2009

Volume 5, Number 12

### In This Issue

- **Four Weeks & Counting Down!**
- **“Fair Use” Question Prompts Changes In Electronic Reserves At Clarion University**
- **Faculty Library Tip: Online Classes**
- **Computer Tip: Quickly Delete A Line Of Text**
- **Something To Think About**

### 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/>

### Four Weeks & Counting Down!



With less than four weeks of classes remaining, you may be looking forward to the end of the semester. You may also be apprehensive about what you need to do between now and then. If you have a research project that is 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, call ...

Carlson Library at 814-393-2490

or

Suhr Library at 814-393-1242  
(or 814-676-6591, ext. 1242)

Distance Education Students may use the special toll-free number provided just for them. Online **Chat** services are also available when the reference librarians are on duty.

If immediate feedback is not crucial or if it's a time when the reference librarians are not on duty, you may also submit requests for assistance using our **Ask A Librarian** online reference form. It is available at the library Website, [www.clarion.edu/library](http://www.clarion.edu/library) under the “Library Help” heading.

Don't forget about all the tutorials and resource lists also available at the library Website.

### “Fair Use” Question Prompts Changes In Electronic Reserves At Clarion University



Recent activities in the court system concerning "fair use" and copyright have prompted the Pennsylvania State System of Higher Education (PASSHE) and the Chancellor's Office to ask state universities to review and adjust their procedures for placing copyrighted materials on E-Reserves.

While finalized guidelines are not yet available, the library has taken the precaution of changing procedures to be more in line with anticipated state policies. To this end, the Libraries are asking that faculty requesting activation of existing or new E-Reserve material review the Libraries' reserve policy at <http://www.clarion.edu/79102/>, and complete the Library Reserve Request Form available at <http://www.clarion.edu/114532/>.

To facilitate the new process, we are providing both an on-line, fill-able PDF as well as a Word document format of the Reserve Request Form for users' convenience.

Requested material will be placed on E-Reserves while copyright permission is obtained, if necessary. Any questions concerning these new procedures should be directed to [reserves@clarion.edu](mailto:reserves@clarion.edu).

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## Faculty Library Tip: Online Classes



If you are scheduled to teach an online class during the Winter Intersession or during the Spring Semester, we may be able to help!

Please let us know what you and your students will need in terms of information resources and instructional services.

Knowing ahead of time will help us to get what you need and make the arrangements to better support your class.

Please contact Linda Cheresnowski ([lcheresnowsk@clarion.edu](mailto:lcheresnowsk@clarion.edu) or call 814-393-1247) or any of the librarians at Carlson and Suhr Libraries.

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## Computer Tip: Quickly Delete A Line Of Text!

Here is a quick tip for anyone who has found themselves acting like a telegraph operator on the backspace key. You know what I'm talking about. You've just finished a line of text, it doesn't look right, so you want to delete the whole line. "*Ratta-tatta-ratta-ratta*", and your finger falls off...

There is a better way! Simply put your cursor at the beginning of the line you want to delete and press **Shift+End**.



This will cause the whole line to be selected, and all you have to do is press **delete** or **backspace** to finish the job! The best part is that because your cursor is already at the beginning of the line, all you have to do is type!

Deletion, simplified!

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## Something To Think About:



**All of life is interrelated.**

**We are all caught  
in an inescapable  
network of mutuality,  
tied to a single garment  
of destiny.**

**Whatever affects one  
directly affects all indirectly.**

**--Martin Luther King, Jr.**