



# *INSIDE* The Clarion University Libraries



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*Your link to all of the Libraries' resources*

**PILOT**

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](#).

## **Virtual Campus/Distance Education Support**



If you are a Virtual Campus student or faculty member, you face unique challenges in gaining access to the information resources and services that you need to be successful. The University Libraries are committed to doing all that we can to address your needs.

We suggest that you watch the video presentation: [Introduction to the Libraries' Services](#). This is an excellent introduction to our Virtual Library Services.

Guides to our services and resources can be accessed through the Library Home Page by clicking on the [Distance Education](#) link. Once there, the link to the [Distance Education Virtual Library](#) leads to a handy LibGuide designed especially for you. There are other videos available that provide insights including:

- Searching Journal Articles
- ILLiad Borrowing Services
- Log-On Information
- ...And much more

When you need help with distance education-related library matters, contact the University Libraries:

- Toll free: 866-272-5612 Press #5 for the Library
- Go to the [Library Homepage](#) and
  - Click [Live Chat](#) to connect with a reference librarian via computer - *in real time*
  - Click [Ask A Librarian](#) to send an e-mail that a reference librarian will usually answer in 24 hours – or less!
  - Contact Linda Cheresnowski, our Virtual Campus librarian and work directly with her.
    - Call her at 814-676-6591 ext. 1247

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 her at [lcheresnowsk@clarion.edu](mailto:lcheresnowsk@clarion.edu)
- Linda's hours:
  - Monday – Wednesday
    - 10 a.m. – 8 p.m.
  - Saturday
    - 9 a.m. – 4 p.m.

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## Chronicle of Higher Education - Online!



You now have access to the full-text of [The Chronicle of Higher Education](#) from any computer connected to the University network or through the [Libraries' Website](#). We have a link on our Databases A-Z list (left column) and have added a link to our Journals A-Z list.

When accessing from off-campus through our website, you are prompted for your campus network user name and password. Once authenticated, you have full access to *The Chronicle's* restricted content.

The University site license is made possible by the support of those offices and individuals that may have had their own subscription and have committed to transfer funds to Carlson Library to help pay for the cost of campus-wide access.

We are especially indebted to the generosity of John Groves and the College of Education and Human Services. John made the commitment to pay the difference between the site license cost and the contributions made by offices and individuals. The contribution by the College of Education and Human Services will be very substantial. Please thank John and his colleagues for making this possible.

If you did not respond to previous messages and would like to drop your subscription and help support this effort, please transfer at least \$72.50 to the Carlson Library budget Fund Center: 2511261002 (Other Expenses).

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## Journal of College Student Retention - Online!



You now have access to the full-text of the [Journal of College Student Retention: Research Theory and Practice](#). It is available through the [Libraries' Website](#), where we have added a link to our Journals A-Z list. When connecting to the *Journal* from off-

campus, you are prompted for your campus network username and password.

We thank Provost Nowaczyk and Vice President for Finance and Administration Bylaska for covering the cost to eliminate the three year embargo period.

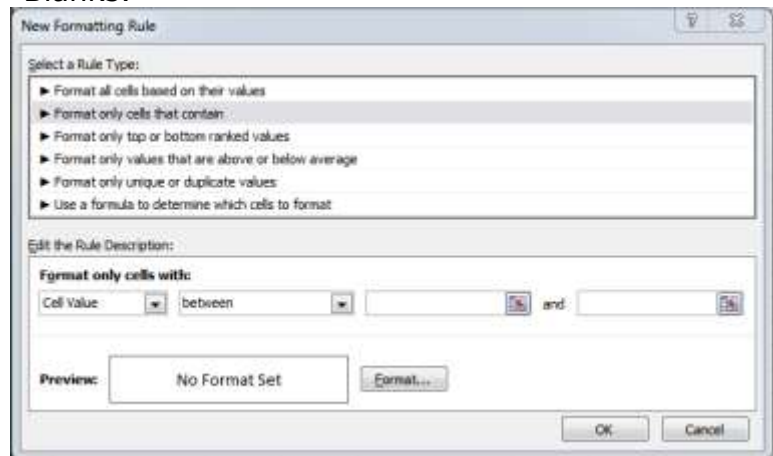
## Computer Tip: Shade Blank Excel Cells

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

1. Select (highlight) the range of cells to be used and click "Conditional Formatting" on the Home Ribbon.

	A	B	C	D	E
1		Robb	Rod	Dan	Total
2	September	5,000.00	3,000.00		8,000.00
3	October		2,000.00	4,000.00	6,000.00
4	November	10,000.00		9,000.00	14,000.00
5	Total	15,000.00	5,000.00	13,000.00	33,000.00

2. Under "Select a Rule Type," choose "Format cells that contain."
3. Under "Edit the Rule Description:" click the drop-down arrow of the first text box ("Cell Value") and choose "Blanks."



4. Click the Format button next to "Preview" and choose the Fill Color that you want displayed when the cell is empty.
5. Click OK

	A	B	C	D	E
1		Robb	Rod	Dan	Total
2	September	5,000.00	3,000.00		8,000.00
3	October		2,000.00	4,000.00	6,000.00
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## Cranial Candy: Groundhog Day...Again!



Unlike Bill Murray in the movie, *Groundhog Day*, we get only **one** February 2<sup>nd</sup> each year. If you think you know everything about Pennsylvania's famous prognosticator, you might want to visit Punxsutawney Phil's official [website!](#)

Check out Phil's Adventures, meet the Inner Circle, join the club, and make your plans for Groundhog Day 2012.

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## Something To Think About:



*The gem cannot be  
polished without friction,  
nor man perfected  
without trials.  
~ Chinese proverb*