

# SECOND STORY NORTH

The Newsletter of the LeRoy M. Douglas Sr. Library



## Library Hours

Mon-Thu 8:00 am-7:00 pm

Friday 8:00 am-4:00 pm

Media closes at 6:00 pm M-Th

Call for intersession hours

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## Virtual Library Hours

24/7

[www.clinton.edu/DouglasLibrary](http://www.clinton.edu/DouglasLibrary)



## Contact Us

Director	562-4248
Adm. Assistant	562-4245
Circulation	562-4241
Media	562-4243
Media Tech.	562-4244
Reference	562-4240
Tech. Services	562-4246

*Second Story North* is published bimonthly by the staff of the LeRoy M. Douglas Sr. Library



## DIRECTOR'S DESK

Welcome to the premier issue of *Second Story North*, the successor to the *Second Story* library newsletter! We hope you will find this publication informative. Our staff have been working on innovative ways to bring library resources to the college community: Mary Hebert and Betty Chauvin in lending services; Kaye Figlioli Susan Hahn, and Alice Scott in reference services; Angela Kelley and Jon Chew in media services; Mary Ann Weiglhofer, Helen Pepper, and Jackie Hall in technical services; and Andrew Hersh-Tudor and Leona Andrews in the director's office.

Like so many parts of our lives, libraries have changed radically with the advent of computer-based

technologies. What we take for granted in our daily lives—online shopping, wireless services, Google—didn't exist when this newsletter was last produced in 1994. In the same way libraries have changed. Twelve years ago we had a print card catalog, no magazine and journal databases, no library web site, no electronic books, and only a basic library classroom. Today our catalog is web-based, and our library web site provides access to thousands of journals, newspapers and books, all of which you can learn about in our state-of-the-art classroom.

The same networking technology that we use to put information at your fingertips can connect lives, and that's where you'll see the next big advance in li-

braries. As social networking sites like MySpace help people weave their lives together, libraries will find ways to use that technology to put services right where you need them. The information in our book, journal, and media collections is of superior quality, and our staff are working constantly on getting it to you wherever you are, whatever you're doing.

This newsletter will be a part of that effort. We'll keep you updated on new resources and services. We'll highlight the projects our staff are doing to increase your access to information, and we'll show you how to use the best information services, whether we're providing them or they're available on the public 'net.



## CIRCULATION DESK

### New Books

New book titles are available in print and online formats. Our print list, *Library Presents*, published by Betty Chauvin and Mary Hebert, is available in the library. Our online version, created by Sue Hahn, can be accessed from the library home page by clicking on the "New Books!" link. In addition, users can click

on a title in the new books list and link directly to the library catalog to view bibliographic record and availability information.

### Award-winning Books

Caldecott Medal, Coretta Scott King Award, Newbery Medal, and Pulitzer Prize winner lists have been added by Sue Hahn to our "Award Winning Books" web page linked from the library home page.

### New Periodicals in Print

Five new print periodical titles have been added to our serials collection:

- *Adirondack Explorer*
- *Adirondack Peeks*
- *Reading Research Quarterly*
- *SB: Strictly Business*
- *The Sun*



## FAQS

? My professor says the web page I cited is unreliable. How can I find better web sites?

A. The library has information on evaluating online resources. From the library's homepage click on the [Evaluating Internet Resources link](#).

? I can't open a file that I saved at home in WPS. Why?

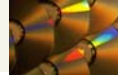
A. The campus does not support this older Microsoft Works format. Save your documents as an .rtf and you will be able to open your file on campus computers.

? I can't access my files I saved to my floppy. What can I do?

A. The library computer lab has a Norton Disc Doctor program that will diagnose and may be able to repair floppy discs. Try saving your work to a USB drive, also known as a thumb or flash drive.

? I saved my work on a computer in the lab. When I came back after my class, I couldn't find my saved document on the computer.

A. You cannot save a document to local campus computers because all changes are lost when you logoff. You can save your work to your campus network folder or save to an external drive, such as a thumb or flash drive.



## MEDIA SERVICES DESK

### New Links on Media Services Web Page

Forms for Media and software requests and media reserves can be completed online by accessing the "Media Services" web page from the library home page. Angela Kelley automatically receives the requests.

Alphabetical lists of educational DVD titles and entertainment DVD/VHS titles are also linked from the Media Services web page.

In addition, Angela has created a "Video Links by Subject" web page that lists DVDs and videos by subject.

### New Media

- *Andy Warhol: A Documentary Film*
- *An Inconvenient Truth*
- *Joyeaux Noël*
- *Who Killed the Electric Car*
- *Why We Fight*

Full descriptions of these and other DVD/VHS titles are available by accessing the online catalog.

### Soon to Arrive

Look for new entertainment DVDs, courtesy of CCC's Student Senate. They are scheduled to ar-

rive in Media Services by the end of January.

### New Smart Rooms

Two new smart rooms with interactive white boards have been built by



Jon Chew in rooms 455M and 208H. The campus now has 23 classrooms that contain multimedia capabilities.



## REFERENCE DESK

### Resources by Subject Web Page

Writing a paper and don't know where to start? Go online! The library's resources page links to web resources selected by CCC librarians, plus online magazines, journals and books. The subject areas include all Clinton Community College programs and

majors plus elective course topics. The "Resources by Subject" link can be accessed from the library's home page.

### Especially for Faculty:

#### BI Forms Online

Our librarians are happy to work with faculty to develop a presentation for students that is tailored to the objectives of a class

assignment. If you want to bring your classes to the library for an instructional session, you can submit your request online. From the library home page, click on the "Bibliographic Instruction Form" link.

Requests should be submitted at least two weeks in advance to allow time for preparation and scheduling.



## TECHNICAL SERVICES DESK

### What Is Technical Services?

Technical services is the library unit responsible for getting books and other resources from vendors to the library's shelves. The technical services staff select, process, and catalog between 1000 and 1400 book titles per year.

The process begins with

book selection and ordering. Shipments are then checked in and books are processed with labels, covers, and stamps. Next, bibliographic records are entered in the catalog. Finally new titles are temporarily shelved on the New Books cart. The technical services staff also repair books and accept donations to the various collections.

### Online Book Request Form Now Available

The college community can now request books for the library online. From the library home page, click on the "Book Request Form" link. The request is sent electronically to the technical services staff. For non-library book requests, please contact Betty Hoyt in the Business Office.

