Remember Our VETERANS

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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*.

150,000+ E-Books!

Did you know that the Clarion University Libraries provide access to *more than 150,000* electronic books?

If you are looking for scholarly research materials, such as those your professors prefer their students to use, our **Discovery Search Box** and **PILOT**, the online catalog of library book and media holdings, access major collections of electronic books such as:

- **EBSCO**
- **ebrary**
- **Credo Reference**
- **Gale Virtual Reference Library**
- **Oxford Digital Reference Shelf**

These, and others, can be found through the **E-Book Collections** link in the "Research Resources" block at the library Web site. Besides the books that we purchase to meet specific course and research needs, we provide links to Internet sites that provide free access to thousands of digitized books, including:

- **Digital Book Index**
- **Internet Archive Million Book Project**
- **Online Books Page (Univ. of Penn.)**
- **Project Gutenberg**
- **Google Books**
- **Google Scholar**

For information about e-book use and download options, check out our **E-book LibGuide.**

Did you know?…

- Not all publishers will sell e-books to libraries
- Libraries can't purchase e-books from Amazon
- Some publishers withhold the availability of the e-books version until 3-6 months after the print edition is published
- Some publishers charge libraries 3-6 times the cost of a print edition
- E-books are licensed and many can only be used by one person at a time
- Some publishers limit the times an e-books can be used
- Some publishers don't permit academic libraries to enable the downloading of e-books

We are doing what we can to acquire more e-books and to make them available in formats that are easier for you to use. 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: Best Sellers

Both Carlson and Suhr libraries have Browsing Collections containing popular reading books. Best selling novels, other fiction, non-fiction and titles of local interest are available. Check them out.

The Minion's Master Moves: Pick A Password

The S.W.A.T. Minions remind you…

Creating strong, but memorable, passwords can be a challenge. Try one of these ideas the next time you need to create or change your password:

1. **Make a compound word.** Combine three small words of significance to you to make a single password. For example, you might use "mydogspot" or "jimswifejane."

- It adds more security to capitalize the first letters of the different words: "ballzonecart" becomes "BallZoneCart". Also, sheer length is superior to a shorter but random mix of numbers, letters and symbols.
2. **Connect the first letters of a sentence.** Develop a password using the first letters of a sentence or phrase that means something to you - like your national anthem or a slogan you have seen somewhere. "Don't shop for it, Argos it" would become "DsfiAi."
3. **Come up with a pass phrase.** Length can be a huge advantage to memorization. If your typing is fairly accurate, consider large phrases from a book, speech or movie, such as:
   - "It was a dark and stormy night!"
   - "My fellow Americans!"
   - "Houston, we have a problem."
   - The length can provide security even if special symbols are not used. This can help with sites that prevent the use of symbols.
   - Make good use of punctuation and capitalization to make a secure pass phrase that complies with common password rules.

4. **Find your phone number or zip code on the keyboard.** Look at the letters directly beneath it. Let's say you chose 1. The numbers directly beneath the 1 key are **Q**, **A**, and **Z**. Now, when you create your password, press the first number that you chose, then press all of the letter keys that are directly beneath it. Do this with all of your numbers. Now all you have to remember are the numbers. So for 39503, your password is 3edc9ol5tgb0p3edc.
   - If you want a more difficult password, try capitalizing the first letter of the row, making one of the numbers a symbol, or something else along those lines.
5. **Take a word or phrase and remove the vowels from it.** For example, "eat the cheeseburger" becomes "tthchsbrgr."

Cranial Candy: Word Of The Week

Mata Hari

PRONUNCIATION:

(MA-tuh HAR-ee, MAT-uh HAR-ee)

MEANING:

noun: A seductive woman who works as a spy.

ETYMOLOGY:

After exotic dancer Mata Hari, a stage name of Margaretha Geertruida Zelle (1876-1917). She was a Dutch woman, who took a Malay name, allegedly spied for the Germans, and was executed by the French. Her stage name Mata Hari means sun, literally "eye of the day", from Malay mata (eye) + hari (day, dawn). Earliest documented use: 1936.
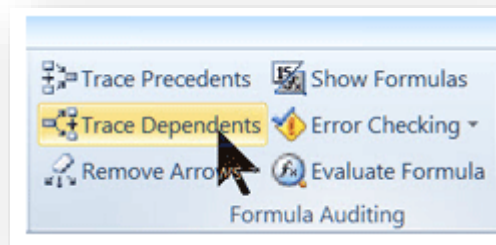
USAGE:

"In London, Sophia joins the war effort ... and embarks upon improbable espionage escapades, hoping to come off as a Mata Hari in furs and printed chiffon."

Liesl Schillinger; The Persistence of Levity; Newsweek (New York); Sep 20, 2013.

Computer Tip: Excel…Formula Auditing

As worksheets get bigger and more complicated, it is often difficult to remember which cells are being used in which calculations. The **Formula Auditing** group can help you to trace precedent and dependent cells.

1. Select the cell containing the formula you want to audit.

2. On the **Formulas** tab in the **Formula Auditing** group, click either the **Trace Precedents** or the **Trace Dependents** button, depending on what you are trying to audit.

In this case, cell **B2** was selected and the **Trace Dependents** button was clicked twice. The first click shows that the formulas in cells **B5** and **E2** were both dependent on **B2**. The second click shows a secondary dependency as cell **E5** is dependent on **E2**.

	A	B	C	D	E
1		John	Dan	Lisa	Total
2	September	5,000.00	6,000.00	4,500.00	15,500.00
3	October	3,000.00	2,000.00	4,000.00	9,000.00
4	November	10,000.00	3,000.00	9,000.00	22,000.00
5	Total	18,000.00	11,000.00	17,500.00	46,500.00

Although we do not "*repair*" computers, the **S.W.A.T. Team**
(the **S**tudents **W**ho **A**ssist [with] **T**echnology)
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:

Too many have dispensed with generosity in order to practice charity.

-Albert Camus, writer and philosopher (1913-1960)