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10-2003 Newsletter

Minnesota State University, Mankato. Library Services

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Library Resources

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Changes, Changes

Whether you've visited the Library in person or by electronic access, you may have noticed some of the changes that occurred during the summer and early fall.

In the lower level, the Educational Resource Center's service counter has been removed and was replaced with a service window across from the elevators. For the convenience of library users, videos and DVDs now occupy shelves in the public area. The new location will allow users to browse and retrieve videos and DVDs any time the library is open. Videos on reserve for instructors must still be requested through the ERC staff.

Another major change in the ERC is that the Global Learning Lab (GLL) has been relocated from the northeast to the southeast corner. The new GLL is completely updated, creating a multimedia classroom that includes software specifically for use by language classes. In the area next to the GLL, the Academic Computer Center installed a Casual Learning Lab (CLL). Designed to serve as a non-traditional classroom, the area contains a variety of seating choices, which include tables, soft chairs, and booths in which small groups can sit and share a computer for projects. Several work areas contain the same equipment as the GLL so that students can complete assignments when that facility is not available. A projection system in the CCL allows the facility to be used for group instruction sessions. To request either the GLL or the CLL for class use, contact the ACC at 6766 or go to <www.acc.mnsu.edu/schedule/ACC_Rooms_Fall_2003.htm>

First floor has undergone some changes as well. The Best Seller collection and selected new titles that have come to the Library recently are now located in the atrium area behind the reference desk rather than on second floor. The addition of comfortable seating should encourage browsers to linger a while to try out a new book or two. At the other end of the first floor, the wall in front of the Periodicals collection has been removed. This move is part of a continuing process to make the collection easier for people to use.

Other changes to Library Services are evident when you're logged in to your computer. Most of the paper mailings that the Library used to send have been replaced with electronic counterparts. All Library notices now reach students, staff and faculty by e-mail. These messages include courtesy reminders for overdue and bills for material. Notices that an item has been recalled or that something is available to be picked up are also sent via e-mail. Consequently, it is important for all library users to monitor their MavMAIL accounts. Anyone who wants to monitor another account such as hotmail or yahoo, needs to forward MSU mail to that account. Instructions for the forwarding procedures are available at <www.mnsu.edu/its/userid>

Interlibrary loan articles are now sent electronically as well. Instead of receiving a copy of an article through intercampus or U.S. mail, MSU faculty, staff, or students receive an e-mail message with instructions about how to retrieve the article from a secure web server. The article is available for the requestor to view, print, and/or download up to five times within a 14-day period. The system automatically deletes the file after five viewings or 14 days, whichever occurs first. If you need articles for a longer time period, you can save the file to your hard drive. Articles are usually sent at PDF files, which are read using Adobe Acrobat.

One part of our electronic services that changes constantly is the availability of various databases for various trial periods. From now until November 10, Business Source Premier from Ebsco Host provides access to the full text of almost 3300 scholarly business journals. In the past Cambridge Scientific has offered trials to most of its databases during October, but dates are not yet set. To reach Business Source Premier and

to learn what other trials are available, click on the “Database Trials” link under the photo of the Library on our home page <> We also send notices about new database trials through the campus announcements online.

If the changes noted above don’t seem significant enough, more are on the horizon. Between semesters, the rest of the ERC will be carpeted, and collections will be shifted to take advantage of the space vacated by the old Global Learning Lab. The new configuration will include areas for small groups and classes to work among the collections.

In the virtual realm, the migration from PALS to the new online catalog system has been scheduled for January 12. Actually, work on the migration has been happening behind the scenes for quite some time and will continue long after January, but all library users will notice the switch on that date. The first group of libraries, including St. Cloud State and St. John’s University migrated during the summer. MSU is in the second group for the transition. The next newsletter will include more details about the new system.

Open Instruction Sessions Scheduled

Although librarians teach dozens of course-related instruction sessions each semester, this fall we are also providing information about several topics that are not course-specific. On many Thursdays through mid-November one or more sessions are available to students, faculty and staff on a first come, first serve basis. All sessions are held in Room 110, which is in the lower level of the Library next to the corridor that runs from the Student Union to Gage-McElroy. Below are descriptions of the topics covered as well as a schedule of times sessions will be offered in October and November. To find out more about these sessions or suggest topics for next semester, contact Jim Kapoun, Instruction Coordinator, at 2251 or jim.kapoun@mnsu.edu Come and learn something new about the Library! Services for You--Explore the basic services the library provides for research, including reference, interlibrary loan, circulation, media, and archives.

Web Pals Basics --Learn basic search strategies for navigating WebPals and find out how to view your account, renew items, or place an interlibrary loan request

_how to use our electronic databases to obtain research journal articles.

Bibliographies and Citing Information--Learn how to cite information by specific format (print and non-print) in various styles.

Serials List and Article Linker--Explore our new database that searches and locates journal titles and articles that we own in any format.

October 9: **Web Pals Basics** at 9-10 AM

October 9: **Finding Articles Fast** at 2-3 PM

October 9: **Serials List and Article Linker** at 5-6 PM

October 23: **Serials List and Article Linker** at 9-10 AM

October 23: **Services for You** at 2-3 PM

November 6: **Finding Articles Fast** at 9-10 AM

November 6: **Bibliographies and Citing Information** at 2-3 PM

November 13: **Bibliographies and Citing Information** at 9-10 AM

November 13: **Finding Articles Fast** at 5-6 PM

