ARCHIVING THE ARCHIVES - CONTENTdm

Did you know that Bellevue University has an archive collection? Did you know that you can access digital versions of documents from the early days of Bellevue College? Did you know that Bellevue College published yearbooks? Would you like to view the first commencement program? Would you like to get to know its contents? The Bellevue University Library offers a digital archive of materials from the early 1900s to the present day. With the use of software from CONTENTdm, a digital collection management company, the Library easily provides a visual archive to users anywhere in the world. Although our time span of content is great, the Library collects its scope of materials based on our mission and policies.

It is the mission of the Bellevue University archives to acquire, preserve, organize, and make accessible materials and information related to the history of Bellevue University that support the administrative, teaching, research, and service interests of its students and faculty. It is the policy of the Bellevue University archives to only acquire those materials defined in its mission and scope of collection. Currently, the Archives is comprised of the following kinds of formats: newsletters, news clippings, books, documents, realia, videotapes, microfilm, photographs, DVDs, and CDs.

In the Bellevue University Digital Archive Collection, you will be able to find scanned commencement programs, catalogs, pamphlets and pictures of artifacts such as the Bellevue College banner. We are still in the process of scanning, indexing and uploading pictures, sound and video clips and documents into the database. In addition, we are currently working with other Bellevue University departments to expand our collection. We believe that collaboration of shared resources in the digital environment will provide the most effective display of the Bellevue University archives. For example, we have received several departmental newsletters from the Foundation and Economics department, spanning in publication from the 1980s to the present day. Furthermore, we have received approval by the Bellevue Leader to include articles on Bellevue University and its students, staff and faculty which we have collected since the 1970’s.

Accessing the archives is accomplished in several ways. If you would like to see the material in person, stop by the main campus and visit the Bellevue University Freeman Lozier Library. Some of the items are available for checkout. However, if you would like to access the material digitally, point your internet browser to http://bellevueulibrary.cdhost.com/. The site is easy to search and browse. It is compatible in newer versions of Internet Explorer and Mozilla Firefox. Currently, the information is organized into one collection so choosing the “browse” the collection will return the entire list of materials. Click on the page numbers or previous and next links to view over 40 items. In the future, we hope to reorganize and categorize the materials into separate collections. The site also offers an advanced search of one or more collections. In it, you have the option to search "across all fields", "selected fields", "by proximity", and "by date." To see each item after performing a browse or search, click on the thumbnail or title. The next screen gives you information about the item such as title, author, publisher, subject, description, format, publication date, and our copyright notice. To see the item, then, click on "access this item." Depending on its format, it will currently open as a PDF document or jpeg. We hope to add several items a month including mpeg files from our Veteran's History DVDs and will send monthly announcements of new arrivals via the Bellevue University Bulletin.

Casey Kralik
Technical Services Librarian
THE LIBRARY RECENTLY HIRED THREE NEW STAFF MEMBERS TO FILL VACANCIES LEFT BY THE DEPARTURE OF THREE OF OUR VALUED TEAM MEMBERS WHO LEFT TO PURSUE NEW OPPORTUNITIES. WE ARE VERY PLEASED TO HAVE THEM JOIN THE LIBRARY TEAM AND WE WOULD LIKE YOU TO NOW MEET THEM...

**Jeevan KC**, Part-time Circulation Assistant, began working in the library when the extended hours were added in January. Jeevan is from Nepal, he is very adventurous, and extremely devoted to his family.

**Jennifer Sorensen**, Technical Services Assistant, began on February 4, 2008 and has become an important member of the library team. When she is not working, Jennifer enjoys reading, television, movies, playing video games, and most of all, spending time with her family.

**Sophie Shrestha**, Part-time Circulation Assistant, just began working in the library and has only been in the country a few short weeks. Sophie plans for the future including graduating from BU with a degree in business and then returning to Nepal to share the knowledge she gained in order to help her country. Now that you have been introduced to Jeevan, Jennifer, and Sophie, please stop by the library, as they will definitely greet you with a smile...

**TECH TALK**

Hello! My name is Jennifer Sorensen and I am the new Technical Services Assistant. I have been asked to introduce myself, so here it goes.

My knowledge of the library and how it works mostly comes from two experiences: Geisel Library at Central College and McGooaan Library of Medicine at University of Nebraska Medical Center. My library work experience began in 2000 as a work study opportunity at Central College's Geisel Library in Pella, IA. There, I assisted with circulation duties and worked on a number of projects. I worked at Geisler for two years until my work study position expired. I graduated from Central with an English degree and secondary education certification.

In 2002 I began work as a Library Assistant in circulation at McGooaan Library. Journals are more widely used in the medical field because the information in them is more up-to-date, so McGooaan has a wide selection of journals. A lot of my job consisted of displaying these journals and moving them to stacks according to volume number etc. Another part of my job was performing head of circulation duties when that person was gone. I would balance the register, prepare remittance, open the library and program copier cards. After I mastered duties in circulation I began helping other departments. I helped ILL, administration, reference, serials, and archives. One of the projects I worked on was gathering information for a website called Health HQ. Health HQ was a free website designed for Nebraskans who are looking for support groups in their area for their particular health issue. When I left McGooaan, I was a Library Technician in the serials department. That position was quite similar to my technical services position here except I only worked with serials at McGooaan.

I left library work for awhile but stayed in the professional customer service field. I worked as a bookstore manager for awhile and then moved on to work as a bank vault teller. While both these jobs gave me the opportunity to work with customers, it just was not the same experience as working in a library. So once again I am finally back where I belong, at a library. As I said earlier, I am a Technical Services Assistant. In the short time that I have been here, I have learned how to weed and receive books, distribute mail, open the library and work in circulation. I have also changed out the New Books shelf. I am very excited to be here and I cannot wait to be a part of many things to come. What I look forward to the most is going home at night and telling myself I just contributed to creating positive experiences in the lives of other people.

**DATABASE DATA**

Do you do your best studying late at night when most people are asleep and the library doors are locked? Then check out one of our newest databases, Gale Virtual Reference Library, on the library's web page. This database provides you with access to more than 1,000 reference books in nearly any subject area including art, biography, business, health, history, science, and many more. Some titles you will find are: The Gale Encyclopedia of Mental Health, Encyclopedia of Major Marketing Campaigns, International Directory of Company Histories, and Encyclopedia of Emerging Industries. Currently you can find over 400,000 documents which can be e-mailed, printed or displayed as a PDF.

The Gale Virtual Reference Library offers many wonderful features. Depending upon your preference, the Gale Virtual Reference Library works just like a printed book or a database except that you do not need to check out, which is unlike regular e-books. This allows reference books to always be available for your convenience. You can also create the citations necessary for a paper and export them. Lastly, you do not need any special readers or hardware to view their materials because they are displayed on a unique e-book web platform.

There are a variety of ways that you can search in this database. You can look at the book's table of contents, index, or a list of illustrations. Gale also provides a basic and advanced search. Another way to search is found on the home page where you can find a list of subjects that the books are divided into and a title list to start your research.

Once you become familiar with the reference materials on Gale Virtual Reference Library, it will easily become one of your favorite databases. The Gale Virtual Reference Library can be accessed from the library's web page when on campus, or off campus when you log in on the www.bellevue.edu web site and proceed to the library databases. Click on the "Complete List of Library Databases" to find Gale Virtual Reference Library. For help using this, or any of the library's databases, contact the reference desk at 402-557-7313 or toll free at 800-756-7920, ext. 7313.

**QUICK QUIZ**

Answer the following question using the Gale Virtual Reference Library database.

**QUESTION:** What is the national dish of Nepal? What ingredients are in it? What time of day is it eaten?

Send answers to library@bellevue.edu with the subject line: Quick Quiz, or obtain an answer form at the reference desk. The deadline is May 16, 2008.
FACTS AT YOUR FINGERTIPS

In 2004, more than 122 million Americans voted in the presidential election. Millions were old enough to vote nearly 100 million in 2004 - but did not....In two respects, Americans are different from citizens of other democracies. A smaller proportion of Americans will vote in any given election than citizens of other democracies, but Americans collectively vote much more often, and on more matters, than anyone else.


In the 1920's, the color coding of dress to represent gender, boys in blue and girls in pink, took hold. Before this, blue was thought to be a more feminine color, and pink, a derivative of red, was thought to be more masculine.


With many exceptions and qualifications, copyrights generally provide a lengthy 75-year term of protection while patents provide a mere 17-year term of protection. The historical basis for this difference is that patents cover items of industrial value while copyrights cover items of literary value. The common wisdom is that the economic consequence of long-term protection of industrial items is likely to harm the expansion of industry, while there is little to fear economically from long-term protection for literary items.


Today HIV/AIDS is a global catastrophe. According to the Joint United Nations Programme on HIV/AIDS (UNAIDS), approximately 38.6 million people worldwide are living with HIV/AIDS, and more than 4 million people were newly infected in 2005 - about 11,000 people a day. In the United States, more than 1 million people are living with HIV/AIDS, with one-quarter of the people unaware of their status, and approximately 40,000 new infections occurring each year.


In 1990, the number of girls playing high school sports had grown to 1,858,273 (Participation Figures). This decade marked a boom in girls' participation in sports because of some significant media events, including the important 1995 campaign entitled "If You Let Me Play," which featured clips of girls talking about the benefits of participation in sports for girls and young women.


DID YOU KNOW...

The Library has a new recycle paper bin?
The recycled paper bin is located underneath the table near the photocopiers.

The Library has a new and updated webpage?
Searching for resources is now easier with our simplified subject searching. Off campus students will need to log into the website using the login in the upper right hand corner and select "Library Databases."

We have added several new databases?
They are Small Business Resource Center, Library Psychology and Sociology Collection, Medline Full-Text, and Counseling and Psychotherapy Transcripts.

NET-SCOPE

EXPLORE THESE INFORMATIVE AND INTERESTING SITES!

1. National Women's History Project - www.nwhp.org
The National Women's History Project was founded in 1980 by a group of women who lobbied to designate the month of March as National Women's History Month. This year's theme is, "Women's Art: Women's Vision."

Are you looking for another search engine website besides the usual (i.e., Google, Yahoo, etc.)? Well, this site will certainly take you by surprise as the interactive Ms. Dewey assists users with finding information. All you have to do is type in search terms and she will find various sites that may be useful. Just a warning though, Ms. Dewey talks to you!

3. Omaha Trails - www.omahatrails.com
Spring is around the corner which means that we can finally start getting some fresh air. This site lists all of the paved trails in the Omaha area to go biking, running, or even just walking. Just click on an Omaha trail to see the aerial view and a photo tour of the trail. Reviews of the upsides and downsides of the trail are also listed.

Do you need guidance in choosing your career or are you wondering if you are currently in the right job? Let careerpath.com guide you down the right path by providing online career surveys and tests to see what is best for you. This site provides helpful tools such as self-assessment testing and job satisfaction surveys, to name just a few.

5. Hearts United for Animals - www.hua.org
This organization provides a national no-kill shelter and sanctuary dedicated to the relief of suffering pets. Based in Auburn, Nebraska, this 65-acre shelter cares for up to 200 rescued dogs at any time. Hearts United for Animals even provides background information of the sad stories of each pet explaining why they are in the shelter.

E.T.C. ELECTRONIC TIPS CORNER

Want to add color to an entire paragraph in MS Word 2007? 1) Type your text into your document. 2) Look on the home tab in the ribbon, in the paragraph group. You will find a button that looks like a bucket of paint. That is the "Shading" button. If you click on the dropdown menu you will see a palette of colors that you can use to shade your paragraph. 3) Select your favorite color - notice that you get a live preview, so just roll your mouse over all the colors that you are thinking about, and click on the one that suits you best.

In PowerPoint, CTRL + P will turn your pointer into a pen so you can draw on the presentation during your slide show. CTRL + E will turn your pen into an eraser.

In Factiva, select the "News Pages" tab on the Factiva homepage and view the headlines from the front pages of Wall Street Journal, New York Times, Washington Post, Barrons and more. Browse through the text of the entire publication, drilling down section by section to the news of most interest to you.
National Library Week
April 13-19, 2008

Library Open House
Wednesday, April 16
2:00 - 4:00 p.m.

Activities Include:
Friend of the Library Award Presentation
Music by “Trio of Knowledge + 1”
Refreshments
READ Posters
JOURNAL REVIEW OF:
"JISE: Journal of Information Systems Education"

With a goal of becoming the premier journal for information systems education, *Journal of Information Systems Education (JISE)* launched in 1989. This peer reviewed journal uses both an editorial screening and double-blind referee evaluation process. Editors seek varied topics relating to Information Systems education including innovative classroom techniques; curriculum, research, case studies, and pedagogy related to Information Systems teaching; teaching assessment, and industry relations.

With online components being added to all Bellevue University courses, this journal can provide valuable insight into the world of enhanced teaching. Faculty from around the world are sharing their experiences on relevant topics such as: improving online discussions, better incorporating software, and grading multi-year projects. Though specialized for information systems studies, most content has application in the structure of online education across academic discipline.

*JISE* houses a website at [www.jise.anmsstate.edu](http://www.jise.anmsstate.edu) which includes the table of contents for the majority of issues back to 1989. Full-text access to *JISE* articles are available from 2002 to present through BU Library subscription databases ABI/Inform Complete, ABI/INFORM Global, ProQuest 5000; ProQuest Education Journals; ProQuest Research Library and Wilson Education Abstracts. Coverage from 2004 to current is available from Business Source Complete (EBSCO) and WilsonWeb OmniFile Full-Text Select.

BOOK REVIEW OF:
"Send: The Essential Guide to Email for Office and Home"
(HD 30.37 S5 2007)

Not sure if you should send that email? Will it get you in trouble and send you to jail? What font type and size should be used? Should cc's and bcc's be included? If you are not sure, read "Send." The acronym SEND stands for the following: S stands for simple; E stands for effective; N stands for necessary; and D stands for Done. "Send" provides you with helpful suggestions and examples of what not to do in the following chapters: When Should We Email?, The Anatomy of an Email, How to Write (the Perfect) Email, The Six Essential Types of Email, The Emotional Email, The Email That Can Lend You in Jail, S.E.N.D. Two important things to remember from this book are: "Think before you send" and "Send email you would like to receive". After reading the book it makes you never wanting to ever send an email. "Send" can be found in the general circulating collection.

NEW ARRIVALS

Check out these new books on the shelves near the display case!

Barack Obama, the New Face of American Politics
E901.1.O23 D87 2008

Should Women Be Allowed to Serve in Combat in the U.S. Armed Forces?
UB418.W65 S568 2008

Listening to Battered Women: A Survivor-Centered Approach to Advocacy, Mental Health, and Justice
HV1444.G66 2008

The New Human Capital Strategy: Improving the Value of Your Most Important Investment - Year after Year

Year-Round Schools
LB3034.Y427 2008

Health Politics and Policy
RA395.A3 H4257 2008

Intelligent Design Versus Evolution
BL262.157 2008

White Supremacy Groups
HS1610.W55 2008

BL325.A6 E27 2008
A SPECIAL THOUGHT

"To accomplish great things, we must not only act, but also dream; not only plan, but also believe."

~ Eleanor Roosevelt ~

MORE THAN BOOKS
Vol. 11, No. 2, Spring 2008

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FUTURE FEATURE

“4 Habits of Highly Effective Librarians”

Lorraine Patrick

GINGERBREAD HOUSE RAFFLE:
Congratulations to the winners of the 4th annual Gingerbread House raffles: Carol Cervantes, Debra Duff, and Barbara Haney. They are enjoying their lovely gingerbread houses that were donated by our Reference Support Specialist, Margie McCandless. Thank you Margie for your hard work, time, and creativity once again.

NATIONAL LIBRARY WEEK FESTIVITIES
National Library week is April 13th through the 19th. The library staff is busy planning many National Library Week activities. Last year, our "Friend of the Library" award went to Lewis (Lou) Schneider. Who will be the "Friend of the Library" this year? Come by the library to find out and join us for the fun activities all week long.

11TH ANNUAL PROFESSIONAL GROWTH DAY:
The "11th Annual Professional Growth Day" was held on February 13, 2008. The Library staff shared and presented on library-related topics to the rest of the staff. It was a great success and a BIG THANK YOU to all who participated.

NEW LIBRARY HOURS:
The library recently extended their operating hours to better serve the needs of our students. The new hours are:

Monday - Friday: 7:30 a.m. - 10:30 p.m.
Saturday: 8:00 a.m. - 5:00 p.m.
Sunday: 10:00 a.m. - 7:00 p.m.

CONGRATULATIONS!
Congratulations to Jarohmia Efta, Part-time Circulation Assistant, for graduating on January 26, 2008.

QUICK QUIZ WINNER:
Congratulations to Johnna Hargens for submitting the correct answer in the Quick Quiz raffle and winning the Encyclopedia Britannica CD-Rom. The question was, "Kwanzaa is a holiday adapted from an African harvest festival. What year was it created and by whom?" Answer: 1966 by Maulana Karenga.

Six participants entered the drawing. Who will be the winner of the next Quick Quiz? You can be the next winner by entering electronically at http://library.bellevue.edu/news/books.htm, sending an email to library@bellevue.edu with the subject line "Quick Quiz," or in person by visiting the library’s reference desk and filling out an entry form. The deadline for submissions is May 16, 2008.

LIBRARY DISPLAY CASES:
Be sure to check out the monthly displays. In case you missed them, here they are:

- December 2007 (Gingerbread Houses)
- January 2008 (New Year’s & Resolutions)
- February 2008 (Academy Awards)