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cc
bcc F.Jason Torre/Lib
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ON-LINE TIME SHEET REPORTING: (submitted by Germaine)

In addition to the Online tutorials available through Client Support , for those employees who would like to attend a "How To" demo/training session , the Library will offer a demonstration on February 8th at 3:15 p.m. in the Director's Office Large Conference Room . The Demo will be presented by Kim Rant (DoIT.)

PERSONNEL NEWS: (submitted by Sherry)

Effective March 1, *Karen Kostner* is released from the duty of Computer Science Library and becomes a full time Assistant Library Instruction Librarian. This change would enable Karen to concentrate on assisting Janet with working on the rapidly growing Library Instruction program.

In addition to the present responsibilities, *Godlind Johnson* will be in charge of the Computer Science Library. Duties include collection development and faculty liaison with the Department of Computer Science. Computer Science Library was founded two decades ago as an annex of then Engineering Library.

PUBLICATIONS & PUBLICITY TEAM:

The winter issue of our newsletter, Library Connections, will hit the webpage on this Friday. After opening the libraries homepage, select The Screen Porch at the bottom. Once on that page choose from the right side menu - Library Connections. This newsletter includes articles written by several members of our staff on diverse topics including library usage, library instruction program on plagiarism, and upcoming library events. We think you will enjoy reading it and may learn something new!

We are printing some extra copies that will be available at the service desks (NRR, CRR, Main Circulation, and the branch libraries).



