

Library Update Online

Volume 1

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FIRST LIBRARY UPDATE ONLINE

INTRODUCTION

The NIE library is introducing an informal online newsletter called "Library update". It will keep users informed about the services the library has to offer, as well as other news such as new acquisitions, changes to policies, enhancements to the library database, etc.

FEATURES

This "Library update" will be produced on an irregular basis. The first issue follows this letter. (Please double-click at the "M1" line under the cover memo; this is the same procedure as for Diary of Events).

We hope to have regular columns such as "Letters to the editor", "Mutual Helpline", quizzes and so on.

PEOPLE BEHIND THE UPDATE

Ms Dexterine Ho Soo Miang, Reference Librarian, is the coordinator, Ms Yvonne Yin, Assistant Librarian, the editor, and Mrs Chew Lian Ping, the co-editor. Please address all correspondence to Ms Ho (HOSM@AM@IE002).

We hope you will enjoy this first online issue of Library update.

Installation Procedure For Accessing NIE CD-ROM Service

Information Available of CD-ROM in NIE

The information you can extract is as follows:

Drive		Year
I	ERIC	1982 – Dec 1993
J	ERIC	1966 – 1981
L	Linguistics and Language Behavior Abstracts	1973 – present
M	Sport Discus	1975 – Dec 1993

Installation Pre-requisites

Your PC must be connected to the NIE Local Area Network.

Installation Procedure

From the DOS prompt, type (only those words in red) :

C:\>d:\spirs

After installation, to access the CD-ROMs, type at the C root directory:

C:\>spirs

Contact Persons

Library Staff on application usage: Miss Dexterine Ho (ext 5245)

CSC staff on installation help : Mr Lim Lye Kheng (ext 5306)

Oxford English Dictionary Installation Guide (revision 1.0)

The Library has recently acquired the Oxford English Dictionary on CD-ROM. The software is licensed for five concurrent users and has been put onto the network so that you may access it.

Installation Procedure

1. Type at the C prompt:

C:\> d:\oed

All the necessary files will be copied to your C drive.

2. The software is shipped with six fonts that enable the display of the many special characters and sorts that are present in the Dictionary data. These fonts must be introduced to Windows before running the application. To add these fonts, use the Fonts option in the Control Panel of your Windows.

In the Control Panel window, double-click the Fonts icon. The Fonts dialog box appears.

Click the Add button.

Double-click on the directory C:\. Scroll down the list of sub-directories until you see the OED sub-directory. Double click on the OED sub-directory. Six different fonts types will be shown in the Lists of Fonts. Click on the Select All button and then the OK button.

Click the Close button to close the Fonts Dialog box.

3. Finally, you will have to create a Program Item for the application :

Open the group that you want to add the item to, and select New from the File menu in the Program Manager.

Select the Program Item option button, and click the OK button.

In the Command Line box, type **C:\OED\NET_OED.EXE**, and click the OK button.

The new Program Item for Oxford English Dictionary appears in the group.

You can now use Oxford English Dictionary by double-clicking on the new icon.

Contact Persons

Library Staff on application usage: Miss Dexterine Ho (ext 5245)

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Introduction to the “Mutual Helpline” Column

If you remember the article “Heartwarming Experience in Campus” by Dr Bruce Bain which appeared on page 5, NIE News No. 12, April 1994, you may like to know that Dr Bain’s search for the translation of a passage by Mencius was finally answered by an authoritative Chinese scholar in the History Department, Dr Wang Zhen Ping. Miss Ho, who was acknowledged for the help, would like the credit to go to Dr Wang.

You, as staff of the university are experts in the subject(s) you specialised in. We are sure that, like Dr Wang, you would be glad to provide others with the answers to their questions or enquiries.

As librarians we would like to help you find the answers, yet our collection and knowledge base is limited. This “Mutual Helpline” column aims to function as an informal question-and-answer service. It is modelled on the “Helpline” column found in the Library Association Record (published by the Library Association of Great Britain). Readers send in a wide range of requests, including queries for a particular title and appeals for original materials (e.g., family photos taken during Word War I, etc.)

Users here can always do the same, so if you are writing the Great Singapore Novel, for example, and need some background info, you can try out the “Mutual helpline” column. Anyone in this campus can post any question, and whoever knows the answer to it can post the answer too. (Naturally, the editors reserve the right to select/edit the questions and answers to be published). To send the questions and answers, email to Ms Dexterine Ho (user-id HOSM). The names of both enquirer answerer will be published, unless requested otherwise.

The following is the first question to start the ball rolling:

Could anybody please tell me the postage rate from Britain to Singapore for 10g and 20g letters? Thank you!

From Miss Yvonne Yin, Library

This issue of Library Update ends here.

Comments and suggestions (as well as the answer to the question in Mutual Helpline) would be most welcome. Please address all correspondence to Ms Dexterine Ho at email address: HOSM@AM@IE002.