

# Biblio

november  
2004

Gumberg Library is YOUR library!

# tech

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## Gumberg Library Space Planning

Generally speaking, libraries need two types of space—one for collections and another for people. Print books and journals, and especially rare materials, have a longer lifespan when stored in cool, dark spaces. People, on the other hand, prefer to study and work in warm areas with natural sunlight and bright task lighting. The tension increases between these two needs as collections and services grow and compete for finite available space. This is now the situation in Gumberg Library.

After a year-long space planning process with Lami-Grubb Architects, Gumberg Library has a building program that addresses many of our needs. Our building plan includes a 24-hour study area with vending machines; rooms for small group study and instruction; improved service points; and an open area for displays and casual reading. The critical realization, however, is that we lack space to expand our collections beyond five years at our present growth rate. With our strategic and endowment funds, we are purchasing more books, music, and media as well as selectively adding electronic resources. Even with a moratorium on new print journal

titles, our current subscriptions are growing at a rate of 500 linear feet per year.

National trends for academic library buildings highlight the new roles of librarians teaching and students learning in information-rich, technology-enabled environments. Services such as multimedia centers and

coffee shops are now commonplace. New construction may include robotic book storage where seldom-used books are packed into boxes by size and without regard for call numbers. These automated storage retrieval systems require several stories of vertical height and add technological complexity to a traditional library function.

As the research demands of Duquesne University students and faculty increase, Gumberg Library must also expand its collections and services to support these needs. We are working closely with Facilities and the Vice Presidents to identify options and opportunities as we continue our planning process and begin fundraising. So watch our space—it will certainly change.



## Gumberg for Graduate Students

In September, Gumberg Library hosted three orientation sessions geared specifically toward graduate students. The Library began this new initiative because the staff recognized a need to reach out to new graduate students, most of whom are new to Duquesne University and even to the Pittsburgh area.

Thirty-six students representing seven schools on campus attended the 30-minute informational sessions, which were held in the Graduate Study Room on the 2nd floor of the library. The Graduate Study Room (Room 206) was dedicated last year and can be used for group and individual study by checking out a key from the Circulation Desk on the 4th floor.

Based on the responses of attendees, the Gumberg for Graduate Students orientation program was successful in achieving the main goals of making the students feel welcome, providing an overview of library resources and services, and increasing the overall comfort level that students have with the Gumberg Library. Several students commented that they appreciated learning more details about specific services offered at Gumberg, such as E-ZBorrow, study rooms, laptop borrowing procedures, virtual reference, and electronic theses and dissertations (ETD) workshops. Others pointed out that they enjoyed getting to know their fellow graduate students while receiving a general overview of the library. A brief tour focusing on various points of interest in the library, including a digital microfilm reader and a new self-service checkout system, followed each orientation meeting.

The library staff is very pleased with the response from graduate students and faculty, who offered their support for this type of training. All who attended Gumberg for Graduate Students said they would definitely recommend it to new graduate students. One student remarked, "It's nice to know that there are people and a place to go for help", and went on to say that the librarians and other staff members are approachable and ready to help.

In the spring, the Gumberg Library is planning to offer hands-on training workshops tailored to needs conveyed by graduate students who attended the orientations. If you would like to know more about library services for graduate students or other library instruction programs, please contact the Reference Department at 412-396-6133 or go to < [www.library.duq.edu/reference](http://www.library.duq.edu/reference) >.



**Attention Graduate Students!**  
Gumberg Library will be offering advanced skills workshops and would like your input. Go to < [www.library.duq.edu](http://www.library.duq.edu) > and click Graduate Library Workshops Survey under News & Notes.

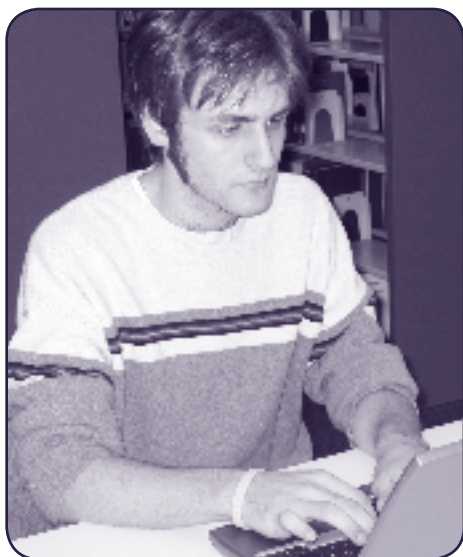
## It's Fast! It's Easy! Self-Service Checkout is Here!

First it was an Automated Teller Machine (ATM) outside the bank, then self-service gas pumps and supermarket lanes. Now, self-service checkout has arrived at Gumberg Library. During the summer of 2004, a 3M Self Check System was installed adjacent to the 4th floor Circulation Desk. Library users now have the option to check out materials on their own when the Circulation Desk is busy, or when added convenience or privacy is desired.

The new service is easy to use. A digital color monitor on top of the station guides users step-by-step through the simple process. When finished, the machine prints a receipt listing the items borrowed and the due date is printed.

On occasion, staff intervention may be needed if ID cards are unreadable or inactive, if users have blocked library accounts from overdue materials, or if book barcodes are damaged. Materials such as CDs, DVDs, laptops, carrel keys, and some Curriculum Center items must still be handled by Circulation Desk personnel.

For a demonstration or assistance, simply ask any member of the Circulation staff.



## Live Chat Reference Service

The Reference Department at Gumberg Library is introducing a Live Chat service that allows students, faculty, and staff to communicate synchronously online with a reference librarian from any computer, on or off campus. The system contains instant messaging, URL pushing, and co-browse features. The Live Chat service can be accessed from the "Ask A Librarian" page on Gumberg Library's homepage by selecting "Chat" to talk in real time with a librarian. During the fall semester, Live Chat will be available Monday–Thursday, 1–5:00 p.m. and Friday, 1–3:00 p.m. At other times, Library users may submit a question using the email form, and a librarian will send a response via email. Watch the library website at <[www.library.duq.edu](http://www.library.duq.edu)> for updates as the service continues to grow.

## Gumberg Library Works with Schools to Get Grants and Awards

### *Personal Digital Assistants for Health Care Students*

Working together with faculty from the health-related schools, Gumberg Library received a \$50,000 grant to fund the purchase of personal digital assistants (PDAs) and software for students and faculty in the Physician Assistant, Nurse Practitioner, and Pharmacy programs. This project has been partially funded with federal Library Services and Technology Act (LSTA) funds administered by the Office of Commonwealth Libraries.

Health Sciences Librarian David Nolfi led the library's effort to obtain the grant, which funds the purchase of 45 PDAs and software. PDA software includes several medical texts, drug information resources, medical calculators, and medical coding information. Students will use the PDAs in their clinical rotations, which can often be far away from campus.

The grant team includes University Librarian Dr. Laverna Saunders, Director of Information Technology Bruno Mastroianni, Dr. Hildegard Berdine of the School of Pharmacy, Professor Bridget Calhoun of the School of Health Sciences, and Professor Lenore Resick of the School of Nursing. The grant team hopes to demonstrate that students equipped with PDAs will be better prepared to work with patients. During the grant implementation, the library and faculty will attempt to measure how PDAs affect the students' education as well as their interactions with preceptors and others.



### *The Elderly and the Internet: A Partnership in Health*

Gumberg Library also partnered with Dr. Robert Campbell of the School of Health Sciences' Department of Health Management Systems to successfully obtain a \$40,000 consumer health funding award from the National Network of Libraries of Medicine (NN/LM). Campbell will serve as the principle investigator for the study, which will attempt to determine whether using the Internet to find health care information can improve seniors' quality of care and health status. Nolfi is the co-investigator, and professors Lenore Resick and Maureen Leonardo of the School of Nursing will serve as consultants to the project.

The project team will work with elderly residents of K. Leroy Irvis Tower and St. Justin Plaza to provide computers and Internet connections to residents in the building. The

School of Nursing currently maintains Nursing Wellness Centers in both facilities. Campbell, Nolfi, and a soon-to-be-hired project coordinator will teach participants a five-week course covering the basics of computers and the Internet as well as how to locate, evaluate, and use health care information on the Web. The project team plans to provide

additional sessions at partner sites throughout the city, including Citiparks Senior Centers, the Lutheran Service Society, and Carnegie Library branches. The goal of the project is to help enable the elderly to take better control of their health care and make decisions that best suit their personal circumstances.



## Gumberg Library Awarded Preservation Survey Grant

In the summer of 2004, Gumberg Library received a preservation survey grant from the Conservation Center for Art and Historic Artifacts (CCAHA). The grant is part of the CCAHA's Subsidized Survey Program, partially funded by the National Endowment for the Humanities.

One of the library's goals is to have a preservation specialist visit the library, review all of our special collections, and develop a written report with recommendations on how to better preserve our unique collections. The report will lay the foundation for obtaining other more specific preservation grants and help the library evaluate alternatives for improving access to its collections. In addition, since providing better service to researchers and

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properly preserving our unique collections is an important part of the library's strategic plan, the report will become an important tool in the strategic planning process.

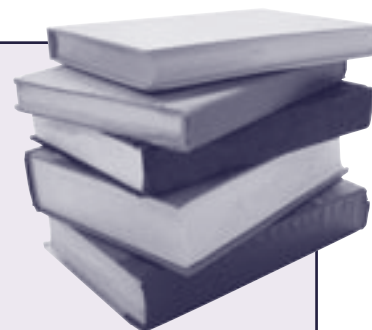
The survey grant would apply to all seven of our special collections: the Phenomenology collection, the University Archives, the Honorable Michael Musmanno collection, the Cardinal Wright collection, the Rabbi Herman Hailperin collection, the Rare Book collection, and the Clarke collection.

The lengthy grant application asked for detailed information about library collections, including questions on the type of materials and access to them, the specific number of items, staffing, the current state of the collections, existing preservation efforts, and problems and concerns. Completing the application form forced staff to take a closer look at these collections and provided the library with beneficial information that has never before been gathered.

The application was completed and sent in early June, and in August CCAHA notified the library that it was awarded the grant, which becomes an essential preliminary step that helps the library translate its strategic plan into action.

### Fast Facts:

287,612	Full Text Articles accessed by Library Users
198,839	Gate Count-Fall 2003
99,481	Materials Circulated from Gumberg Library
15,744	Materials Circulated from Curriculum Center
1,328	Interlibrary Loan Books Borrowed for Gumberg Library Users
2,510	Interlibrary Loan Articles Provided for Gumberg Library Users
494	Information Literacy Sessions Held for Library Users
2,563	Students Who Attended the Information Literacy Sessions
3,091	EZ Borrow-Items Borrowed
603	EZ Borrow-Items Loaned
6,989	Laptops Circulated-New Service, Partial Year
7,580	Carrel Keys Circulated-New Service, Partial Year



*Excerpt from the Gumberg Library Annual Report 2003–2004.*

## ETDs at Duquesne University

Since June 2003, the University has required that all master's theses and doctoral dissertations be submitted electronically (hence the name ETD, or "electronic theses and dissertations"). What does this mean for the graduating student in practical terms?

Simply put, the thesis or dissertation is written with a word processing program (most commonly Microsoft Word), and then converted to a .pdf file (Adobe System's "portable document format"). There are a number of ways to convert a Word document to a .pdf; most common are Adobe Acrobat and the Macintosh OS's "print" function. The document is then uploaded to ProQuest (formerly University Microfilms) in Ann Arbor, Michigan, for inclusion in its database of dissertations and theses. The document is also available on the Duquesne University ETD web page <[www.library.duq.edu/etd/](http://www.library.duq.edu/etd/)> and on the Networked Digital Library of Theses and Dissertations (NDLTD).

The .pdf format enables users of various computer operating systems (i.e., Windows, Macintosh, Unix) to view the document exactly as the author intended. In addition, the author of the work may embed multimedia files in the .pdf—audio or video files and live Web links are just a few of the types of files that have been included in recent dissertations and theses.

Advantages of the ETD program include an enhanced access to research. The author may choose to have the dissertation or thesis made available worldwide, or restrict access in a number of ways. Other advantages include less expense to both the student and the university and an improved presentation of the research material.

*The .pdf format enables users of various computer operating systems (i.e., Windows, Macintosh, Unix) to view the document exactly as the author intended.*

Fr. David Sedor, Gumberg Library's ETD specialist, is available for consultation on weekdays at 412-396-1086, or [sedor@library.duq.edu](mailto:sedor@library.duq.edu). The library offers ETD training classes throughout the year. Training sessions take place in the library's electronic classroom on the 4th floor. To reserve a place for a training session, please email [etd@library.duq.edu](mailto:etd@library.duq.edu).



## Popular Reading Provides Recreational Material

Over the past year the Gumberg Library has been working to create collections that meet the recreational reading interests of the campus community. In an effort to provide timely access to popular bestsellers, the library began leasing the McNaughton Collection of popular books, which is located on the 4th floor. New titles are added to this collection on a monthly basis, while rarely circulated items are periodically returned. These books can circulate for two weeks with one renewal. In the same area as the McNaughton Collection is a small collection of books on tape, many of which were donated to the library's collection.

The library also began the paperback exchange collection, which consists mostly of works of fiction that are not cataloged as part of our permanent collection. Therefore, checkout is not required, and the books can be returned at any time. These books are located on shelves near the photocopiers on the 4th floor of the library. Donating to this collection is encouraged, but not required.

Anyone from the Duquesne community is encouraged to stop by the library and take advantage of these materials. For answers to questions about any of these services, or to submit suggestions for items to be added to the popular collection, please contact Tracie Ballock by phone at 412-396-4560 or email at [ballock@library.duq.edu](mailto:ballock@library.duq.edu).



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## Final Exam and Holiday Hours

December 1-3	7 a.m.-1 a.m.
December 4, 11	10 a.m.-1 a.m.
December 5, 12	11 a.m.-1 a.m.
December 6-10, 13-14	7 a.m.-1 a.m.
December 15	7 a.m.-9 p.m.
December 16-17	8 a.m.-5 p.m.
December 18	10 a.m.-6 p.m.
December 19	Closed
December 20-22	8 a.m.-5 p.m.
December 23-January 2	Closed
January 3-7	8 a.m.-5 p.m.
January 8	Closed
January 9	11 a.m.-7 p.m.
January 10	8 a.m.-midnight