



Mannifest

The Albert R. Mann Library Newsletter

Human Ecology and Nutritional Sciences Make Plans for IT

The College of Human Ecology and the Division of Nutritional Sciences are in the information technology vanguard at Cornell. Five years ago they began to develop HumanNet, a computer network that now unites all offices in Savage and Martha Van Rensselaer halls. HumanNet provides desktop access to word processors and other software, to shared data, to the Mann Library Gateway and other information resources, and to electronic mail.

There is a strong history of computer use in Human Ecology and Nutritional Sciences. By the spring of 1992, more than eight out of ten Human Ecology faculty were working with microcomputers. Among Cornell's largest colleges and schools, Human Ecology was second only to Engineering in faculty computer use.¹ This computing activity made HumanNet essential. It also motivated Human Ecology and Nutritional Sciences to further collaborate by uniting the computer professionals on their staffs into one unit, the Office of Computing and Statistical Consulting (OCSC).

"Information technology is not like typewriters or telephones. You can no longer buy a machine and have it last for decades."

OCSC has led the College and Division in their evolution from a centralized computing model to distributed computing. In the centralized model, databases and software resided on large central machines and were used from "dumb" terminals. Distributed computing features microcomputers at the desktop. These provide computing and processing, and are linked with each other and with off-campus computers through electronic networks. OCSC is now working on a strategic plan for information technology to serve Human Ecology and Nutritional Sciences through the end of the century. Several critical issues for the College and Division have been identified, such as:

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Individualized Assistance for Students and Researchers

Would half an hour of one-on-one instruction save you hours of learning to perform literature searches on the Mann Library Gateway? Would you like an information specialist to focus on your specific research needs?

The Consulting Service at Mann Library is designed to provide in-depth assistance in gathering scholarly information. Services include:

- 1) General orientation to Mann Library and its services
- 2) In-depth subject advice, including electronic and print resources
- 3) Assistance with literature searching, including
 - database selection
 - search commands and terminology
 - features of specific databases
 - printing and downloading
- 4) Extracting information from numeric datasets
- 5) Instruction in setting up and using the telecommunications packages ProComm II, COMET and Clarkson (or NCSA) Telnet for connecting to the Gateway
- 6) Assistance in using the file management package EndNote to create a personal database of references.

Consultations are made by advance appointment, usually for a one-hour block of time. Many consultations are held at Mann Library, however, your consultation could also take place in your office or lab. To make an appointment for a consultation, call 255-5406. Consultations are generally free, although some particular databases may involve a charge.

—Linda Stewart

I find television very educational. The minute somebody turns it on, I go to the library and read a good book.

—Groucho Marx



Human Ecology (cont'd)

1. *The responsibilities for the College and Division implied by the distributed computing paradigm must be accepted.* The shift from a centralized to a distributed model should lead to a review of the relative contribution of university and college resources, with the goal of achieving a better understanding of what services are paid for centrally. A minimum of \$3000 *per workstation* will be needed every four years to upgrade worn-out or obsolete equipment, with additional needs for software, network, and related support.

2. *The HumanNet network architecture must be redesigned to better encompass departments' and programs' diverse needs, including intensive research computing support, high-level instructional facilities, shared resources, easy access to public data, and computer-assisted design workstations.* The redesign is intended to ensure that everyone has Internet access (electronic mail, access to library services, etc.), but only those who need and use the shared services of a local area network will receive them.

3. *The development of a shared responsibility for information technology within the College and Division among faculty, staff, students, and support services staff must continue.* Expectations for information technology and for the services that support it must be aligned with resources allocated for them.

4. *There is a need to develop new understandings with other information technology organizations on campus—most notably CIT, Media Services and the libraries—of how best to provide information technology services to students.*

These and related issues are presented in "Strategic Planning for Information Technology in the College of Human Ecology and the Division of Nutritional Sciences, Cornell University. Summary Report" by Ed Frongillo, director of OCSC, and his staff. This analysis will be useful beyond Human Ecology and Nutritional Sciences, since the College and Division are facing issues now which must eventually be addressed all over Cornell. After all, as Ed Frongillo reminds us, "Information technology is not like typewriters or telephones. You can no longer buy a machine and have it last for decades."

—Susan Barnes

1. Dumas, Agelia. Access to and Use of Workstations (Personal Computers) Among Faculty and Lecturers, and Staff at Cornell University. Ithaca, NY: Office of Information Technologies, Cornell University, 1993.

Managing Citations with EndNote Software

File management software, an indispensable tool for scholars, can be used to create a database of searchable, citable records. Among many examples on the market, Mann Library supports EndNote and its import module EndLink. EndNote contains features essential for high utility in file management. It meshes well with Mann Library Gateway resources and is easy to use. It is also relatively inexpensive compared with other competing file management products.

Here's how EndNote works:

- A researcher compiles information for an article to be published in a professional journal through experimentation or field work and a literature search.
- During searches of bibliographic databases, such as BIOSIS and others available through the Mann Library Gateway, relevant citations with field tags are downloaded.
- The researcher then uses EndNote software to import the citations into a database.
- Citations for articles that were not acquired from databases can be typed into EndNote manually.
- As the scope and perspective of the paper are refined, a pool of literature is chosen to be cited.
- While writing, quotes are incorporated into the article text with bracketed notations. These refer to citations in the EndNote database.
- Upon completion of the paper, the author produces the bibliography by opening the paper from the EndNote. The software then scans the text for brackets, matches that information with a citation in the database and generates a bibliography.
- The resulting paper is saved as a new file which includes the bibliography and notes in the required style.
- In addition to numerous built-in standard bibliographic styles (such as APA, MLA, and Science Magazine), the author can also create other styles to match citation requirements of journals.

Here's how to learn more about EndNote:

- Take a hands-on workshop at Mann Library (see schedule on page 3).
- Make a consulting appointment by calling the Reference Desk at 5-5406. Please specify what you would like to learn (see article about Consulting Service on page 1).
- Experiment with the EndNote software on your own, on Macintosh or DOS machines, in Mann Library's Stone Microcomputer Center.

—Susan Carpenter



Free Computer Workshops at Mann Library Summer 1994

The following workshops are open to all students, faculty and staff in the Cornell community and will be held in the Stone Micro Center, 1st Floor, Mann Library.

No registration required, no evening classes. Note class size limits and prerequisites.

Call 5-5406, or email: mann_ref@cornell.edu for information or if there is a scheduling conflict and you would like to make an individual appointment.

Introduction to Database Searching on ABI, Agricola, BIOSIS, & ERIC: (Limited to 10 participants)

Hands-on class for those who have little or no searching experience. You will learn the following:

- How to choose a database
- How to enter keywords
- How to find articles and books at Cornell
- How to do an author and title search

Tue	June 7	9:00-10:30	
Wed	June 15	10:00-11:30	(repeat)
Thurs	June 23	3:00-4:30	(repeat)
Thurs	June 30	9:00-10:30	(repeat)

Advanced Database Searching on ABI, Agricola, BIOSIS, & ERIC: (Limited to 10 participants)

Prerequisite: Introduction to Database Searching or prior experience. Hands-on class for those who know the basics of searching and want specifics, such as:

- Field searching
- How to update prior searches
- Thesaurus use for quality searching
- Effective use of truncation symbols

Tues	June 14	3:00-4:30	
Wed	June 29	10:00-11:30	(repeat)

Word Processing Basics: (Limited to 20 participants) Hands-on introduction to DOS WordPerfect software. Designed to prepare you for term paper writing. No experience required. You will learn how to:

- Create documents
- Print documents
- Save/retrieve documents to disk
- Use basic word processing features

Thurs	June 16	1:00-3:00	
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EndNote: (Limited to 20 participants) Hands-on introduction to creating your own database with the *EndNote* file management software.

Tues	June 21	9:00-11:00	
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Excel Basics: (Limited to 20 participants) Hands-on introduction to creating simple spreadsheets with *Excel*. No previous experience is needed.

Wed	June 22	1:00-3:00	
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Mannifest, a publication of the Albert R. Mann Library, Cornell University, Ithaca, NY, is delivered to faculty and departmental offices of the College of Agriculture and Life Sciences, the College of Human Ecology, the Division of Biological Sciences, and the Division of Nutritional Sciences. It is also sent to Cooperative Extension personnel state-wide and institutional members of the United States Agricultural Information Network. If you wish to be added to the mailing list, please complete this form and return it to: Lisa Dayton, Public Services Division, Mann Library, Cornell University, Ithaca, New York, 14853, or send email to lld2@cornell.edu.

Please put me on the mailing list for *Mannifest*

Name: _____

Department: _____

Address: _____

We welcome suggestions for future articles about information access, management, technology, and services in the fields of agriculture, biology, human ecology, and nutrition.

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