



## 7th Annual Rocky Mountain Book Festival to be Held

The 7th Annual Rocky Mountain Book Festival will be presented by the Colorado Center for the Book on November 18, 19, and 20. It will be held again this year at the Denver Merchandise Mart, which offers plenty of free parking.

Events at the festival include readings by featured authors, small book club meetings with selected authors, writing workshops, panel discussions on genres, as well as a variety of book-related activities, such as a giant crossword puzzle, magnetic poetry, scrabble, and a computer playground. Also featured are poetry readings, Chautauqua re-enactments of literary and historical figures by humanities scholars, book club contest, a workshop on how to start a book club, demonstrations of traditional book-making arts, book signings, and literacy project information, as well as a large exhibits area.

For more information or to become a festival volunteer, contact Christiane Citron, Executive Director of the Colorado Center for the Book, at 303/839-8320.

## LRS Team Says Goodbye to its Associate Director

A farewell party for Ann Seidl, Associate Director/Library Research Service, was held at the home of Rochelle Logan, Ann's replacement. Ann moved to Tallahassee, Florida, where she plans to take a couple of months off and, perhaps, work on a book.

Pictured here from left to right: (Front row) **Keith**

**Lance**, Director;

**Marcia Rodney**,

DU Research

Assistant; Ann

Seidl, Associate

Director (and guest

of honor); **Louise**

**Conner**, Administrative

Assistant; (Back row) **Marti**

**Cox**, DU Research Assistant; **Jean Heilig**, DU Research

Assistant; and **Rochelle Logan**, new Associate Director.



## Statewide Continuing Education Opportunities Listed Online

by Dan Petro, Senior Consultant/Library Development,  
 <petro\_d@cde.state.co.us>

Are you interested in Web design? Do you have questions about the Internet and copyrights? These and other library training issues are addressed by the Statewide Continuing Education (CE) Database on ACLIN <<http://www.cedb.aclin.org>>.

Listings to the database are entered by the CE providers in Colorado, including the Regional Systems, BCR, State Library, and other interested agencies. Present topics include collection development, technology training, the LAMA Institute, software training, and Six Trait workshops. The database is updated as frequently as possible, so check back often.

Information on each activity may include title, presenter, sponsor, registration, parking, and more. The database is searchable by keyword, regional system, title, etc. In some cases, you can click on a link within the entry and it will take you to a place where you can register online.

The CE database is maintained by the Colorado State Library. We thank all the providers for their participation; without them this would not be feasible.

## Colorado State Library Has New Web Address

The Colorado State Library has a new URL: <[http://www.cde.state.co.us/index\\_library.htm](http://www.cde.state.co.us/index_library.htm)>. The change was initiated by the redesign of the Colorado Department of Education's Web site <<http://www.cde.state.co.us>>.

A new navigation scheme makes it easier to find the education resources you need, and there is new information in a number of areas. If you have suggestions or comments about the site, use the Webmaster link at the bottom of any index page to offer feedback, or email <[webmaster@cde.state.co.us](mailto:webmaster@cde.state.co.us)>.

# What's Happening

FROM THE COLORADO STATE LIBRARY

## Across the "Digital" and Other Divides

by Nancy M. Bolt, Colorado State Librarian, <nbolt@csn.net>

The US Department of Commerce National Telecommunications and Information Administration (NTIA) periodically produces a report called *Falling Through the Net*. In early July, NTIA issued its third such report, and the findings confirmed what librarians have long known and the findings of our citizen public opinion poll a couple of years ago.



Guess where people who don't have computers go to get access to the Internet or World Wide Web? That's right — the public library.

NTIA Administrator Larry Irving emphasized at a press conference the vital role of libraries in bridging the "digital divide." Irving also highlighted data that indicate a growing "racial ravine" (we do love those alliterations, don't we?). There seems to be a growing gap in household access to the Internet between black, white, and Hispanic households. Libraries play a critical role in reducing this gap. Sixty percent of Hispanics who are connected to the Internet get access through libraries, and rural African Americans use the library more than any other group.

There are also differences based on income (above and below \$75,000 and particularly below \$25,000), family status (two-parent versus single-parent households), and location (urban versus rural areas.) The study also found that those with less access are using the Internet at higher rates (in libraries and other community centers) to search for jobs or take courses.

The Colorado study about three years ago found the same results. About 50% of Colorado residents had access to computers in the home or business. The rest who wanted to access the Internet used the public library and these were the less educated, those with less income, and racial and ethnic minorities.

Of course, people can't use libraries to access the Internet if libraries aren't connected to the Internet. The study also showed that the parts of the country least connected to the Internet were rural areas and the south (particularly the rural south!). Larry Irving came out strongly in support of the e-rate as a way of helping rural areas afford Internet access.

*Falling Through the Net* confirms what I have long believed: that to best serve their users, libraries must get connected to the World Wide Web; that libraries have an obligation to help bridge this digital divide and the racial ravine. And more and more resources are becoming available to help libraries make this connection.

### Opportunities

- *E-rate*. OK, so it's not exactly simple to fill out the forms. But we've provided a lot of training and John Noran and our new technology consultant, Rose Nelson, stand ready to help you. Think 50% to 80% reduction in your telecom bill.
- *GUI Grants*. The State Library's Advisory Committees and the State Library have set aside another \$120,000 to connect libraries to the World Wide Web. (GUI means Graphical User Interface, or a new and good enough computer to see all those pictures on the Web sites.) Our long range goal is to have every public and school library building with a dedicated, minimum 56K connection to the WWW with at least one good computer for the public and the staff. Watch for guidelines this fall.
- *Gates Grants*. With a GUI grant to connect you to the Web and the e-rate to lower your telecom bill, the other BILL (Gates) will provide even more computers and training for public libraries. The Gates Foundation is evaluating our application now and we hope to hear our application was successful and be told the implementation deadline this fall.
- *Multi-Use Network*. The lower your telecom bill, the more money you have to buy books or subscribe to electronic resources. The Colorado Legislature approved about \$11 million to build a high speed backbone throughout Colorado over the next 3 years. These are big pipes capable of carrying lots of data as well as video.
- *Beanpole Project*. This backbone doesn't do much good unless local communities can connect to it. Picture a beanstalk. The stalk is the Multi-use Network backbone. The peapods are Colorado communities where local government agencies like schools, libraries, health institutions and local and state government offices, all combine to get low cost telecommunications and Web access. The Beanpole Project (all right, the official name is Community Incentive Grants) will provide grants to local communities who aggregate the demand from the com-

(Continued on page 3)

**Across the Digital** (Continued from page 1)

munity agencies and connect to the backbone. We will use our GUI money to help local libraries supply any match they need for the first year of participation in this project.

· *Training.* All seven Regional Library Service Systems offer frequent and intensive training on use of technology and the WWW in one way or another. Six of the seven and the State Library have at least one full-time technology consultant or trainer. The demand never seems to lessen; the training just gets more sophisticated.

*Falling Through the Net* shouts to the world what we have known all along. In fact, it reasserts to the world an early role of public libraries: helping people with limited access to resources find what they need to improve their lives. It used to be books and magazines and classes to help immigrants succeed in a new country. Now it's computers and training and electronic resources (as well as books still) to help any without resources to compete with those more fortunate. Reach a hand across that digital divide.

## New National Award for Libraries Established

by Bonnie McCune, Public Relations Consultant,  
<mccune\_b@cde.state.co.us>

The Institute of Museum and Library Services (IMLS) announced the establishment of a new National Award for Library Service. The award will celebrate outstanding American libraries that make significant and exceptional contributions to their communities. The award will be given annually. Selection of the winner will be made by the IMLS director, with the advice of the National Commission on Libraries and Information Science. For the past five years the institute has offered a similar award recognizing outstanding public service in museums.

Any individual may submit a nomination, and nominations of libraries of all sizes and types are encouraged. The principal criterion for selection is the library's community service. Achievements such as attracting new audiences, establishing programs that address current social or economic issues, and fostering collaborations with other institutions in the community should be highlighted.

The deadline for nominations is November 20. Nomination guidelines and information are now available by contacting IMLS, 1100 Pennsylvania Avenue, N.W., Washington, DC 20506; phone 202/606-8536; <<http://www.imls.gov>>.

### CENTENNIAL STATE LIBRARIES

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## 1999 Colorado Book Awards Finalists Announced

The Colorado Center for the Book (CCFTB) announced the finalists for the 8th annual Colorado Book Awards. The awards are given to the Colorado authors of the best books published that year as judged by a panel from the Colorado book community. A \$500 cash prize is given in each category.

The 1999 categories are Adult Fiction, Adult Nonfiction, Poetry, Guidebooks, Romance, Children's, and Young Adult. The finalists are:

### Adult Fiction

*Render Up the Body* by Marianne Wesson  
*Eternal People* by David Milofsky  
*A Good Doctor's Son* by Steven Schwartz

### Adult Nonfiction

*Early Images of the Southwest* by Jack Turner  
*Innocents on the Ice* by John Behrendt  
*Chokecherry Places* by Merrill Gilfillan

### Poetry

*The Elephant's Chiropractor* by David J. Rothman  
*Letters From a Stranger* by James Tipton

### Guidebooks

*Canine Colorado* by Cindy Hirschfeld  
*Snowshoeing Colorado* by Claire Walter  
*Making the News* by Jason Salzman

### Romance

*The Best Man* by Maggie Osborne  
*Meant to be Married* by Ruth Wind (Barbara Samuel)  
*The Love Talker (of the anthology Faery Magic)* by Barbara Samuel

### Children's

*Una Linda Raza* by Angel Vigil  
*Healers of the Wild* by Shannon Jacobs  
*Through the Eyes of the Children* by Diane Hirschinger Gallegos

### Young Adult

*Standing Up to Mr. O* by Claudia Mills  
*Water at the Blue Earth* by Ann Howard Creel

The winners will be announced at an awards ceremony on October 29 at 6 p.m. at the Denver Press Club, and winners and finalists will be available to autograph their books. Tickets are \$10, and are available through the Colorado Center for the Book, 303/839-8320.

## ACLIN Update



by Mary McCarthy, ACLIN Librarian, <marymc@sni.net>

### Building Statewide Resources: ACLIN at CLA

Please join us Saturday, October 9, for two Collection Development programs at the Colorado Library Association (CLA):

#### *ACLIN Collection Development & Update*

The ACLIN Collection Development Project seeks to create useful collections of Internet resources through the involvement of librarians from across the state of Colorado. By utilizing subject-specialist librarians, high-quality Web resources can be identified and collected, saving time for librarians and consumers. Two collection development projects are currently online: the ACLIN Business & Consumer site and the ACLIN Health & Medicine site. The benefits to working collaboratively and, in some cases, virtually will be discussed. This is hosted by the ACLIN Project librarians and the enthusiastic ACLIN Health & Medicine site librarians.

#### *ACLIN Business & Consumer*

The dedicated librarians of the ACLIN Business & Consumer Web site will also be demonstrating their project at CLA. ACLIN's Business and Consumer Web site is the place to find Colorado-focused information side-by-side with national information on personal finance, doing business in Colorado, laws and regulations, consumer awareness, and much more. The project librarians will demonstrate their project and discuss how the site was developed. The team will also discuss the professional benefits to working cooperatively on a statewide resource. Liz D'Antonio-Gan (Auraria Library), the information coordinator for the B & C site, will host.

### PR Materials Online

Do you need more ACLIN brochures? Do you want to tell your clients about the ACLIN Health & Medicine or Business & Consumer sites? You can contact ACLIN for additional materials, or visit the About ACLIN section of ACLIN to download PDF versions of our ACLIN brochures. Please let us know what other materials you would like to see online. Materials are available at <<http://menu.aclin.org/brochures.cfm>>.

## Dial-up Change

On September 1, Qwest/SuperNet changed all ACLIN dial-up procedures. If you are having difficulty connecting to ACLIN or have other questions, please call 303/866-6939. The new dial-up procedures is:

- At the name prompt, type ac in lower case letters.
- At the password prompt, type ac in lower case letters. Upper case letters will not work.



## Public Issues, Public Opportunity

by Bonnie McCune, Public Relations Consultant, <[mccune\\_b@cde.state.co.us](mailto:mccune_b@cde.state.co.us)>

Politically hot issues about libraries don't need to threaten our reputations or put stress on staff. They offer opportunities to make contacts with potential library users, strengthen ties with current patrons, and educate the public as well.

Terms such as "filtering" or "censorship" often have people reacting in a black-and-white/either-or manner. But as information providers and custodians of culture, library employees know their role is service. A few simple steps will assist in achieving a useful, courteous process.

The most important point to remember is that anyone speaking out on an issue wants to be heard. People take the time and trouble to contact you because of their concern for the future of their children or conditions in our society, from fear, or with desire for improvement. Each staff person in the library should be familiar with your institution's procedures for registering opinions. Each person should encourage callers or contacts to express those opinions in the appropriate manner.

These opinions become a marketing tool, a weathervane of public attitudes. If it appears a hot topic is going to prove popular, a library should establish a system to respond with a consistent message. That message should be positive in tone, and all employees should be familiar with it. You will probably get contacts from more than one side of an issue. All of those people deserve an official response, and your library will find it helpful to know of the variety in opinions.

In turn, you can offer background information that discusses the issue from various points of view. Magazine or newspaper articles, books, and local groups can provide diversity of information that libraries encourage.

By reacting to a political question in positive ways, we can build support for the very essential functions we fill while we increase our understanding of our constituents and their concerns.

## Grants and Awards Available from ALA

**S**irsi Corporation has established an annual \$10,000 grant to be administered by the American Library Association (ALA) as part of the ALA Awards Program. The goal of **SIRSI's Leader in Library Technology Grant** is to encourage and enable continued advancements in high quality library services. The funds will provide monetary assistance to a library for projects that make creative or ground breaking use of technology to deliver services to the library's community. The winning library will also receive a citation and plaque. Public, academic, special, and school libraries are eligible to receive the grant. Criteria include the potential for impact on the community served by the library; evidence that the project can serve as a model for other libraries and that the scope and duration is sufficient to effect change beyond the life of the grant; and objectively measurable results. An online application is available at <www.ala.org>. The application deadline is December 1, 1999. For more information, call Cheryl Malden at 800/545-2433, ext. 3247 or send e-mail to <cmalden@ala.org>.

The Reference and User Services Association (RUSA), a division of the American Library Association (ALA), has announced two new awards. Nominations for these and other RUSA awards to be presented in the year 2000 are open. The application deadline is December 15, 1999. For more information or applications, contact the award chairman. The new awards are:

**Virginia Boucher OCLC Distinguished ILL Librarian Award**, an annual award consisting of \$2,000 and a citation recognizing a librarian for outstanding professional achievement, leadership, and contributions to interlibrary loan and document delivery through publication of significant professional literature, participation in professional associations, and/or innovative approaches to practice in individual libraries during the previous two years. The committee chair is Mary A. Hollerich, Northwestern University Library, Interlibrary Loan, 1935 Sheridan Road, Evanston, IL 60208-2300. Telephone: 847/491-2891. Fax: 847/491-5685. E-mail <hollerich@nwu.edu>.

**Dun & Bradstreet Public Librarian Support Award**, an annual award of \$1,000 to support attendance at the ALA Annual Conference by a public librarian who has performed outstanding business reference service and who requires financial assistance to attend. Candidates must be members of BRASS/RUSA. The recipient shall have a demonstrated interest in pursuing a career as a business reference librarian and the potential to be a leader in the profession. The committee chair is Joanne A. Kosanke, Toledo Lucas County Public Library, 325 Michigan St., Toledo, OH 43624-1614. Telephone: 419/259-5208 or 419/255-1334.

The **Bessie Boehm Moore Thorndike Press Award** will be

reinstated in 2000 with support from Thorndike Press/G.K. Hall. The Bessie Boehm Moore Award was previously an ALA Award from 1990-1996. The award, consisting of \$1,000 and a citation of achievement, is presented to a library organization that has developed an outstanding and creative program for library service to the aging. Thorndike Press/G. K. Hall previously presented their own award to a library that had done an outstanding job in promoting large print books. The committee chair is Ann E. Eccles, Hennepin County Library, Penn Lake Branch Library, 8800 Penn Ave. South Bloomington, MN 55431-2023. Telephone: 612/884-4415. Fax: 612/881-2623. E-mail <aecclles@sun.hennepin.lib.mn.us>.

Other RUSA awards are the:

**Dun & Bradstreet Award for Outstanding Service to Minority Business Communities**, an annual award of \$2,000 to recognize a librarian or library for innovative service to a minority business community, or who has been recognized by that community as an outstanding service provider. "Minority business" is defined as Hispanic, African American, Asian, Native American, or of people from the Indian Subcontinent, as classified by the U. S. Government for minority-owned businesses. The award will be based on the library or librarian's impact on the community. Up to half the award can be used to cover the expense of attending the ALA Annual Conference to receive the award. The committee chair is Carol Womack, Main Library, University of California-Irvine, P.O. Box 19557, Irvine, CA 92623-9557. Telephone: 949/824-8159. E-mail <cwomack@uci.edu>.

**Dartmouth Medal**, donated by Dartmouth College in Hanover, N.H., to honor achievement in creating reference works outstanding in quality and significance. It is usually given for works published, or otherwise made available, during the calendar year preceding the award. Honorable Mention certificates are also awarded. The committee chair is Danise Hoover, Hunter College Library, 659 Park Avenue, New York City, NY 10021-5024. Telephone: 212/772-4190; Fax: 212/772-4142. E-mail <dhoover@shiva.hunter.cuny.edu>.

**Denali Press Award**, \$500 and a plaque donated by The Denali Press to recognize achievement in creating reference works, outstanding in quality and significance, that provide information specifically about ethnic and minority groups in the United States. The committee chair is Elaina Norlin, University of Arizona, 1510 E. University, Tucson, AZ 85721. Telephone: 520/621-9919. Fax: 520/621-9733. E-mail <enorlin@bird.library.arizona.edu>.

**BRASS Primark Student Travel Award**, \$1,000 donated by Primark Corporation to enable a student with an interest in a career as a business reference librarian to attend the ALA Annual Conference. The committee chair is Alice C. Littlejohn, California State University-Long Beach, University Library & Learning Resources Serials Department, 1250 Bellflower Blvd., Long Beach, CA 90840-1901. Telephone: 562/985-2337. Fax: 562/985-1703. E-mail <alittle@csulb.edu>.

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**Facts On File Grant**, \$2,000 donated by Facts On File, Inc. to recognize a public, academic or school library for imaginative programming that makes current affairs more meaningful to an adult audience. The committee chair is Andrea J. Copeland, New York Public Library, Donnell Library Center, 20 West 53rd Street, New York City, NY 10019-6185. Telephone: 212/621-0606. Fax: 212/245-5272. E-mail <acopeland@nypl.org>.

**Gale Group Award for Excellence in Business Librarianship (BRASS)**, \$1,000 and a citation donated by The Gale Group to recognize an individual who has distinguished him- or herself in the field of business librarianship. The committee chair is Ellie A. Fogerty, College of New Jersey, Roscoe L. West Library, P.O. Box 7718, Ewing, NJ 08628-0718. Telephone: 609/771-2426. Fax: 609/637-5177. E-mail <efogarty@tcnj.edu>.

**Gale Group Award for Excellence in Reference and Adult Services**, \$1,000 and a citation donated by The Gale Group to honor a library or library system for developing an imaginative and unique library resource to meet patrons' needs. The committee chair is Janet Doerge, Montclair Free Public Library, 50 South Fullerton Ave., Montclair, NJ 07042-2629. Telephone: 973/744-0500, ext. 270. Fax: 973/744-2349. E-mail <jdoerge@infolink.org>.

**The Genealogical Publishing Company/RUSA History Section Award**, \$1,000 and a citation donated by The Genealogical Publishing Company to recognize professional achievement in historical, reference and research librarianship. The committee chair is Judith P. Reid, Library of Congress, Local History & Genealogy, Washington, DC 20540-4660. Telephone: 202/707-1407. Fax: 202/379-0846. E-mail <jrei@loc.gov>.

**Margaret E. Monroe Library Adult Services Award**, a citation given to a librarian who has made significant contributions to, and had an impact on, library adult services. The committee chair is Ann Coder, Eastfield College Library, 3737 Motley Drive, Mesquite, TX 75150-2033. Telephone: 972/860-7174. Fax: 972/860-8357. E-mail <acoder@airmail.net>.

**Isadore Gilbert Mudge-R. R. Bowker Award**, \$1,500 and a citation donated by R. R. Bowker to recognize a person who has made a distinguished contribution to reference librarianship. Nominations can be sent to the RUSA Office, c/o Donovan Vicha, 50 East Huron Street, Chicago, IL 60611. Telephone: 312/280-4397. E-mail <dvicha@ala.org>.

**Reference Service Press Award**, \$1,500 and a plaque donated by Reference Service Press, Inc. recognizes the most outstanding article published in Reference and User Services Quarterly, RUSA's official journal, during the preceding two volume years. The committee chair is Marian Shemberg, Ohio State University Libraries, 1813 N. High St., Columbus, OH 43210-1286. Telephone: 614/292-2075, ext.40191. Fax: 614/292-8012. E-mail <hemberg.3@osu.edu>.

**John Sessions Memorial Award**, a plaque to honor the efforts of a library or library system to work with the labor community. The committee chair is Ann C. Sparanese, Englewood Public Library, 31 Engle Street, Englewood, NJ 07631-2903. Telephone: 201/568-2215. Fax: 201/568-6895. E-mail <sparanese@bccls.org>.

**Louis Shores-Oryx Press Award**, \$1,000 donated by Oryx Press to honor an individual, team of individuals, or organization for excellence in the reviewing of books and other materials for libraries. Nominations can be sent to the RUSA Office, Donovan Vicha, 50 East Huron St., Chicago, IL 60611. Telephone: 312/280-4397. E-mail <dvicha@ala.org>.

For more information and a list of previous recipients, visit the RUSA Web site at <[www.ala.org/rusa/awards.html](http://www.ala.org/rusa/awards.html)>, or call Donovan Vicha at 800/545-2433, ext. 4397.

U.S. libraries of all types are invited to apply for a **\$4,000 National Library Week** grant sponsored by the Grolier Publishing Co. and administered by the National Library Week Committee of the American Library Association. The application deadline for the Grolier Grant is October 15, 1999. The Grolier National Library Week Grant is awarded for the best library promotion/public awareness campaign tied to the goals and theme of National Library Week. The theme for next year's National Library Week, April 9-15, 2000, is "Read! Learn! Connect!@ the Library." The winner will be notified in December. The application form and guidelines are available from the ALA Public Information Office, 50 East Huron St., Chicago, IL 60611. Telephone: 800/545-2433, ext. 5041/5044. Fax: 312/944-8520. E-mail <pio@ala.org>. Information is also available from the ALA Fax-on-Demand by calling 800/545-2433, press 8, and on the ALA Web site at <<http://www.ala.org/pio/grolierapp.html>>.

## Library News

**Jefferson County Public Library** lost a treasured friend August 4 with the death of Columbine Reference Librarian **Heather Thomas**, who was 57. Thomas came to work at the Lakewood Library in 1986, then transferred to the Columbine Library in 1992. Many of her friends will participate in the Susan G. Komen Foundation Race for the Cure in Thomas' memory.



## The ABC's for Surviving This Year (or any other) in the Library

by Eugene Hainer, Senior Consultant/School Library Media, <hainer\_g@cde.state.co.us>

The following list was compiled from various sources, and originally published in the CEMA newsletter, *The Medium*. May these prove helpful as the 1999-2000 school year begins.

- A**lways expect the unexpected.
- B**e: Adaptable. Encouraging. Fun. A ham. Helpful. Visible.
- C**hange gears quickly.
- D**o be a part of a professional organization. Every voice counts.
- E**njoy yourself, and the kids. But don't try to become one of them.
- F**orgive those who don't understand the role of a librarian.
- G**o ahead: be yourself. Let your personality show through.
- H**ave an emergency plan for what to do with a class when something goes wrong. It will.
- I**mplement changes slowly. Build trust and support first.
- J**obs are what you make them.
- K**now how to trust your own judgment.
- L**earn to make—and live with—mistakes. They happen.
- M**ust have a sense of humor and laugh a lot.
- N**etwork. Get to know other librarians in your area for expertise (or venting).
- O**ffer monthly reports, newsletter, announcements, or a web page to keep everyone informed.
- P**R is the name of the game.
- Q**uiz the patrons to find out what they like to read then suggest books for them.
- R**emember: you can't please everyone all the time.
- S**eek out and recruit classes to visit the library if they don't come on their own.
- T**alk—and listen—to others. Let people get to know you.
- U**nderstand the curriculum and the teachers' needs, and work with both.
- V**ary your routine, leaving yourself open to new ideas and experiences.
- W**ork at being cheerful, and supportive especially when a teacher uses the library for the first time.
- X**-pect everyone to have a problem that needs your attention NOW!
- Y**ou are a professional, and are there to provide a needed service. Never forget that.
- Z**ap the urge to say "no" BUT don't agree to do something if you can't do it.

## 10 Helpful Hints for Maintaining Your PC's

by Rose Nelson, Technology Consultant, <nelson\_r@cde.state.co.us>

With the day to day task of running a library, you probably do not have much time for the added responsibility of maintaining the computers. Here are some helpful hints for keeping those computers running.

1. Designate one staff member to oversee computers, but have minimum computer competence expectation for other staff. The computer

lead may be responsible for day-to-day maintenance, but all staff should know procedures for shutting down computers, basic troubleshooting skills, and phone numbers for technical support.

2. Create a computer inventory for each computer you have. Update this list as new software programs/hardware is upgraded. Don't forget to keep a hard copy on file.
3. Once a month, update virus scanner programs. With most programs, you can download updated "dat" files directly from the vendor's Web site. Remember that your virus scanner program is only as good as your updates.
4. Run Scandisk first and then the Defrag Utility about once a month. Scandisk checks for errors on your hard disk and defrag arranges scattered files in continuous blocks again. Both these utilities are maintenance measures for your hard drive. Check out this Web site for more info on running these utilities: <<http://webopedia.internet.com/TERM/S/ScanDisk.html>>.
5. Don't forget to create backups especially for those important files. If you don't have a backup tape drive, use floppy disks. At minimum, create backups of the files you depend on most.
6. Purchase surge protectors for workstations and an Uninterruptible Power Supply UPS for any servers.
7. Properly shutdown your computer as indicated by Windows 95/98 or another operating system. Do not simply turn the computer off from the power button on the CPU.
8. Scan floppy disks for viruses; especially if they have left the building or they are brought in from home.
9. Create a boot disk for each computer. Find instructions at this Web site: <[http://webopedia.internet.com/TERM/b/bootable\\_diskette.html](http://webopedia.internet.com/TERM/b/bootable_diskette.html)>
10. Whenever you have problems, think about the obvious first. When did this problem occur? What programs were you running when the problem occurred? Have you tried reconnecting cables? Finally, is this computer under warranty? Do not hesitate to use your warranty. You paid for it and it can save you a lot of needless headaches!

## Notes to Note

*Island in the Sky* by Muriel Marshall is a book about Grand Mesa, the world's largest table-top mountain, located near Grand Junction. Read about the origins of the towns on and surrounding the mesa, President Teddy Roosevelt's 1905 bear hunting expedition, recreational opportunities, and more. The book is \$15.95, and is available through Western Reflections, 800/993-4490; email <westref@ouraycolorado.net>.

*Celebrating America's Library and America's Libraries* is a joint tip sheet of the Library of Congress and the American Library Association available free to any library or other repository that wants to participate in promotional activities ranging from creating a time capsule and hosting a local "living legends" event to sponsoring a library card sign-up competition and celebrating National Library Week. If your library would like to participate, phone 800/707-7145; fax 202/707-7440; or visit the Web site at <<http://www.loc.gov/bicentennial/toolkit.html>>. For more information about National Library Week and other promotion opportunities for libraries, see the ALA Web site at: <<http://www.ala.org/events/promoevents/index.html>>.

*Miss Little Britches* by Bonny Stahlman Speer is the story of a 12-year-old's struggle to love a homely horse, and her joy and pain in trying to win the Miss Little Britches title in junior rodeo as her three older sisters had done. For more information or to order, contact Reliance Press, 1400 Melrose Drive, Norman, OK 73069; 405/321-7301. Price is \$11.95.

## Reading Rocks During Teen Read Week

by Bonnie McCune, Public Relations Consultant, <[mccune\\_b@cde.state.co.us](mailto:mccune_b@cde.state.co.us)>

Teens can be notorious for reading only under duress. School work, VCR instructions, drivers' tests, television and movie schedules: most teens take a very practical, applied approach to selecting their reading materials.

Teen Read Week reminds kids that reading can also be a fun and meaningful leisure activity. The American Library Association (ALA) has designated October 17 through 23 as the focal point for year-round efforts to get older kids involved in reading outside the classroom. This year's theme is Reading Rocks! Read for the Fun of It. The program aims to build reading skills that lead to success in school, and to show that reading offers a lifetime of learning and enjoyment.

Across the nation, parents, teachers, bookstores, and community organizations are joining with school and public librarians to appeal to the special needs and interests of teens. Programming on NBC the weekend of October 21 will include a special focus on teen reading and feature various celebrities.

An ALA Young Adult Services Association Web site highlights successful events and provides tips and ideas, sample publicity materials and resources to get the word out. Libraries that participate can register their involvement to encourage contacts from the public and cooperation among institutions. The site is <<http://www.ala.org/teen-read/>>.

The Colorado State Library has developed a packet of information about Teen Read Week. A poster and book list based on books made into films, along with sample news release and other hints, have been sent to Colorado middle and high schools as well as public libraries. For more information or copies, contact Bonnie McCune, 303/866-6891, <[mccune\\_b@cde.state.co.us](mailto:mccune_b@cde.state.co.us)>.

### Centennial

#### STATE LIBRARIES

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