

News&Classes

October, November, December 2014

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Library Archives & Transcripts

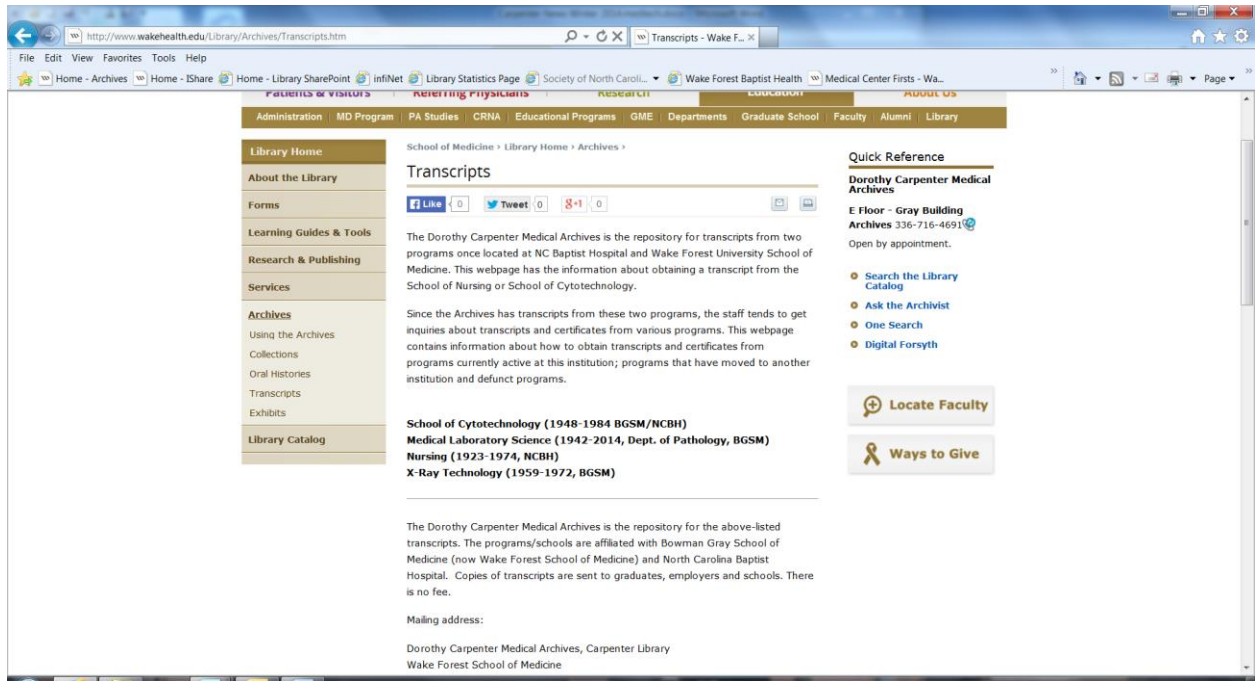
As announced in the [Spring 2014 newsletter](#), the Dorothy Carpenter Medical Archives collection is home to transcripts of the Program in Medical Laboratory Science (formerly Medical Technology, also known as Clinical Laboratory Science).

The Department of Pathology's [Program in Medical Laboratory Science](#) was established in 1942 as one of the professional schools of North Carolina Baptist Hospital and The Bowman Gray School of Medicine of Wake Forest University. Since that time, it has graduated more than 800 medical technologists who are serving in medical laboratories throughout the country.

The transcripts and other historical materials, such as photographs, accreditation materials, and miscellaneous items are still being organized, but all materials will be housed in the Archives collection.

Since two sets of transcripts have been transferred to the Archives collection in the last six months, the [Transcript webpage](#) via the Dorothy Carpenter Medical Archives webpage is now

updated. There is no fee for any type of transcript. Please call 336-716-3690 for a request or additional details.



Free Article Scanning

Carpenter Library will scan and deliver electronic copies of articles from print journals in our collection at no cost to Medical Center staff. Requesting a scanned article is similar to requesting an interlibrary loan using ILLiad. If you have not previously used ILLiad, please register at <https://wfu.illiad.oclc.org/illiad/nbg/FirstTime.html>. Thereafter, you can submit requests via [ILLiad](#) or send them to us via email at docdel@wakehealth.edu. We will deliver articles in PDF format to either your ILLiad or email account, depending on your preference. We offer same-day delivery on most articles unless the requested material is held at Piedmont Plaza, in which case requests received after noon will be filled the following day.

Please let us know if you have any questions or suggestions - Hilary Doane at hdoane@wakehealth.edu and 716-4378.

Library Classes

All classes are free, but **registration is required**. All classes are single day sessions. Email Alex Norwood anorwood@wakehealth.edu to reserve your seat.

<p>Acrobat XI Learn how to use Acrobat XI for a specific goal; to create electronic Forms that can be attached and emailed out, filled in, and then returned electronically.</p>	<p>Tuesday, Oct. 28, 1:00 to 3 pm Wednesday, Dec 3, 9:00 to 11 am</p>	<p>Classroom A Kim McBride - kmcbride@wakehealth.edu</p>
<p>Ektron Advanced Advanced training focuses on specialized Content Management System topics: <i>Menus, Tables and Forms</i>. Basic Ektron Training is <i>required</i> before attending. Permissions should already be set from Basic class, but log in before class to verify working credentials. If problems, please contact the Web Team at (external) webteam@wakehealth.edu or (internal) intranet@wakehealth.edu.</p>	<p>Wednesday, Oct. 22, 12:00 to 3 pm Thursday, Nov. 20, 9:00 to 12 noon</p>	<p>Classroom B Kim McBride - kmcbride@wakehealth.edu On our Classes website, go to this Ektron Class Registration form to register for this class.</p>
<p>Ektron Basic This training is required for working within the Content Management System. Topics covered include: <i>Differences external vs. internal sites; Adding Base Content; Uploading Files; Adding Images and Using Add-ons</i>. To obtain appropriate permissions to update websites, please contact the Web Team at (external) webteam@wakehealth.edu or (internal) intranet@wakehealth.edu.</p>	<p>Wednesday, Oct. 8, 12:00 to 3 pm Thursday, Nov. 6, 9:00 to 12 noon Tuesday, Dec. 9, 9:00 to 12 noon</p>	<p>Classroom B Kim McBride - kmcbride@wakehealth.edu On our Classes website, go to this Ektron Class Registration form to register for this class.</p>
<p>EndNote and EndNote Online Learn the basic principles of creating your own bibliographic databases, importing references and publishing manuscripts.</p>	<p>Wednesday, 9:30 to 11 am Oct.15, Nov. 12, Dec.10</p>	<p>Classroom A Rochelle Kramer - rkramer@wakehealth.edu</p>

<p>Excel 2010 See what changes have been made to Excel. This will show you how to get started in Excel or modify existing projects. It is also an opportunity to get up to speed and have some questions answered.</p>	<p>Tuesday, Oct. 14, 1:00 to 3 pm Thursday, Nov. 13, 9:00 to 11 am Wednesday, Dec. 10, 9:00 to 11 am</p>	<p>Classroom B Kim McBride - kmcbride@wakehealth.edu</p>
<p>Library Basic Orientation This one hour class provides a very basic introduction to medical libraries, finding information and available services and resources. A tour of the library is included.</p>	<p>Wednesday, 9:00 to 10 am Oct.15, Nov.12, and Dec. 10</p>	<p>Orange Study Alex Norwood - anorwood@wakehealth.edu</p>
<p>NIH Public Access Policy Compliance All peer-reviewed journal articles arising from NIH funds (whole or in part) accepted for publication after April 7, 2008, must be submitted to PubMed Central (PMC) upon acceptance and made publicly available no more than 12 months after appearing in a journal: http://publicaccess.nih.gov/index.htm. This class covers the steps to compliance, creation and management of your MyNCBI Bibliography, publisher policies, biosketch preparation and more.</p>	<p>Wednesday, Oct. 8, from 2:00 to 3 pm Monday, Nov. 10, from 9:00 to 10 am Thursday, Dec. 11, from 12:00 to 1 pm</p>	<p>Oct. Classroom A Nov.+ Dec. Classroom B Molly Barnett – mbarnett@wakehealth.edu</p>
<p>Outlook 2010 Learn how to make the most of your Outlook email, calendar, contacts, and tasks. In this class, we will also be covering some time management tips and other often-missed features in all areas of Outlook.</p>	<p>Tuesday, Oct. 21, 1:00 to 3 pm Thursday, Dec. 4, 9:00 to 11 am</p>	<p>Classroom B Kim McBride - kmcbride@wakehealth.edu</p>
<p>PowerPoint 2010 Beginners Learn how to create presentations from scratch, and jazz up your slideshows with color, images, and effects. Advanced users should schedule individual training.</p>	<p>Wednesday, Oct. 15, 9:00 to 11 am Friday, Nov. 7, 10:00 to 12 noon Tuesday, Dec. 9, 3:00 to 5 pm</p>	<p>Classroom B Julie James - jujames@wakehealth.edu</p>

<p>PubMed Medline Learn about special features including customizing and saving your searches and collections with My NCBI, new tutorials, the Single Citation Matcher, advanced searches, and more.</p>	<p>Tuesday 9:30 to 10:30 am Oct. 14, Nov. 11, OR Dec. 9</p>	<p>Classroom A Rochelle Kramer - rkramer@wakehealth.edu</p>
<p>Summon Learn how to find books, journals, and more at all Wake Forest University libraries from one search engine (Summon).</p>	<p>Wednesday, Oct. 14 from 7:00 to 8 am OR 10:00 to 11am Thursday, Oct. 16, 2:00 to 3 pm OR 5:00 to 6 pm</p>	<p>Classroom B Mark McKone - mmckone@wakehealth.edu</p>
<p>Word 2010 See how Word has changed with the newer 2007 and 2010 version. Learn ways to use Word more effectively. Some experience using Word is necessary.</p>	<p>Wednesday, Oct. 15, 1:00 to 3 pm Wednesday, Nov 19, 9:00 to 11 am Tuesday, Dec.16, 9:00 to 11 am</p>	<p>Classroom A Kim McBride - kmcbride@wakehealth.edu</p>
<p>Zotero Learn how to gather, organize, and share bibliographic citations. Create and add bibliographies to your papers.</p>	<p>Wednesday, Oct. 8, from 7:00 to 8 am OR 10:00 to 11 am Thursday, Oct. 23, 2:00 to 3 pm OR 5:00 to 6 pm</p>	<p>Classroom B Mark McKone - mmckone@wakehealth.edu</p>

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Holidays

November 27 (Thurs)	Thanksgiving	CLOSED
December 21 (Sun)	1:00 pm - 7:00 pm	OPEN
December 22 (Mon)	7:00 am - 7:00 pm	OPEN
December 23 (Tues)	7:00 am - 7:00 pm	OPEN
December 24 (Wed)	7:00 am - 12:00 Noon	OPEN
December 25 (Thurs)	Christmas	CLOSED
December 26 (Fri)	7:00 am - 7:00 pm	OPEN
December 27 (Sat)	10:00 am - 7:00 pm	OPEN
December 28 (Sun)	1:00 pm - 7:00 pm	OPEN
December 29 (Mon)	7:00 am - 7:00 pm	OPEN
December 30 (Tues)	7:00 am - 7:00 pm	OPEN
December 31 (Wed)	7:00 am - 7:00 pm	OPEN
January 1 (Thurs)	New Year's Day 2015	CLOSED

Missing Issues Needed

The following medical journal print issues are needed by the library. If you have copies and can donate them, it will be appreciated.

American Journal of Respiratory and Critical Care Medicine
v. 185, no. 6 (2012 Mar.)

American Journal of Veterinary Research
v. 74, no. 4 (2013 Apr.)

Journal of the American Pharmacists Association
v. 49, no. 4 (2009 July-Aug.)
v. 49, no. 5 (2009 Sept.-Oct.)
v. 52, no. 4 (2012 July-Aug.)
v. 53, no. 2 (2013 Mar.-Apr.)

Journal of Invasive Cardiology
v. 25, no. 1 (2013 Jan.)
v. 26, no. 2 (2014 Feb.)

Journal of Rheumatology
v. 40, no. 12 (2013 Dec.)

New England Journal of Medicine
v. 369, no. 24 (2013 Dec. 12)
v. 370, no. 3 (2014 Jan. 16)
v. 370, no. 10 (2014 Mar. 6)

Thrombosis and Haemostasis
v. 108, no. 4 (2012 Oct.)
Veterinary Medicine
v. 108, no. 11 (2013 Nov.)

Individual Assistance Topics

Here are library staff who can help you with questions or provide an orientation to these topics and software.

Biosketch Publications Assistance	Molly Barnett	716-2303	mbarnett@wakehealth.edu
Clinical Resources	Janine Tillett	716-3879	jtillett@wakehealth.edu
Copyright Management	Molly Barnett	716-2303	mbarnett@wakehealth.edu
Ektron CMS	Kim McBride	716-9074	kmcbride@wakehealth.edu
EndNote & EndNote Online	Rochelle Kramer	716-3807	rkramer@wakehealth.edu
Excel 2010	Kim McBride	716-9074	kmcbride@wakehealth.edu
Faculty Orientation	Janine Tillett	716-3879	jtillett@wakehealth.edu
Google Scholar, Scirus & PubMed	David Stewart	716-4181	dstewart@wakehealth.edu
h-index	Rochelle Kramer	716-3807	rkramer@wakehealth.edu
Impact Factors	Molly Barnett	716-2303	mbarnett@wakehealth.edu

Library Basic Orientation	Alex Norwood	716-3414	anorwood@wakehealth.edu
Lync, Online Meetings	Julie James	716-4444	jujames@wakehealth.edu
Master E Journals & E Textbooks	David Stewart	716-4181	dstewart@wakehealth.edu
Micromedex	Janine Tillett	716-3879	jtillett@wakehealth.edu
Mobile Resources + Apps	Julie James	716-4444	jujames@wakehealth.edu
NIH Public Access How-To	Molly Barnett	716-2303	mbarnett@wakehealth.edu
Outlook 2010	Kim McBride	716-9074	kmcbride@wakehealth.edu
Photoshop & Photoscape	Kim McBride	716-9074	kmcbride@wakehealth.edu
PowerPoint 2010	Julie James	716-4444	jujames@wakehealth.edu
PsycINFO	Rochelle Kramer	716-3807	rkramer@wakehealth.edu
Publisher, Microsoft	Alex Norwood	716-3414	anorwood@wakehealth.edu
Publishing Options	Molly Barnett	716-2303	mbarnett@wakehealth.edu
PubMed Searches	Janine Tillett	716-3879	jtillett@wakehealth.edu
PubMed Alert Service	Janine Tillett	716-3879	jtillett@wakehealth.edu
Reference Manager	Rochelle Kramer	716-3807	rkramer@wakehealth.edu
Resources for Nurses	David Stewart	716-4181	dstewart@wakehealth.edu
RSS Feeds	David Stewart	716-4181	dstewart@wakehealth.edu
Search WFU Library Resources	Mark McKone	716-3108	mmckone@wakehealth.edu
Social Media	Alex Norwood	716-3414	anorwood@wakehealth.edu
Summon	Mark McKone	716-3108	mmckone@wakehealth.edu
Web of Science	Rochelle Kramer	716-3807	rkramer@wakehealth.edu
Word 2010	Kim McBride	716-9074	kmcbride@wakehealth.edu
Zotero	Mark McKone	716-3108	mmckone@wakehealth.edu

Notary Service

The library offers North Carolina Notary Public services during limited hours. It is helpful to call the Information Desk at 716-4414, before you come to the library, to assure that a notary will be available to assist you when you arrive.

And here are some important things to remember;

- Do not sign your document before you meet with the Notary Public.
- Please bring a photo id with you.
- Every person needing to sign must be present.
- We can only notarize documents in English; all foreign language documents must be translated into English before notarization.
- Documents are required to have a Notary Certificate – this is the wording about the notary signature, and other information.

CARPENTER LIBRARY NEWS & CLASSES

Coy C. Carpenter Library
Circulation: 336-716-4414
Reference: 336-713-7100
Archives: 336-716-3690
Email:
anorwood@wakehealth.edu