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play it safe:

Use Diskette Smarts

If you store your work on a diskette, particularly if you use the campus microcomputer labs for your computing work, here are some tips for keeping your data safe:

1. **Always copy your work files to more than one diskette.** A diskette can fail without warning. In most cases, the data can be recovered, but you may lose some of your work, and you will *always* lose time trying to salvage lost data.
2. **Keep your diskette in a hard container.** Diskettes are easily damaged, particularly when they're transported in backpacks. A hard, plastic container can help protect your valuable files.
3. **Don't hang on to old diskettes.** The reliability of a diskette degrades over time and with continued use. If your diskette is more than a few months old, consider purchasing a new one. Copy all your data onto the new diskette and throw the old one away.

4. **Use 3 1/2" plastic diskettes whenever possible.** Floppy 5 1/4" diskettes are much less reliable than the smaller 3 1/2" plastic ones. If you have a choice, use the smaller ones.
5. **Be aware of diskette danger zones.** Diskettes are very susceptible to damage by heat (i.e., direct sunlight), moisture, dust or sand, and magnetic fields (including the magnet in your phone!)
6. **Discard repaired disks.** If your diskette ever fails and is repaired, *always* throw out the defective diskette after recovering your data. The disk may have failed because of a physical defect, and it's not worth the risk to reuse it.

Questions?

If you have further questions about safeguarding your microcomputer data, call the Microcomputer Services staff at 346-4412. You can also send an e-mail message to microhelp@oregon.uoregon.edu, or visit the office in person in Room 202A on the second floor of the Computing Center. Hours are 9 am to 5 pm, Monday through Friday.

READY:

During the weekend of July 6-7, the Computing Center will be replacing a number of older controllers and disks on the VMScluster with newer, more reliable equipment.

User Directories Moving...

As noted in the May/June '96 issue of *Computing News*, this upgrade involves the movement of all user directories.

VMS Upgrade Imminent!

Users need to be sure not to leave batch and print jobs queued during the scheduled upgrade time. Those who have written their own DCL procedures or programs also need to modify their LOGIN.COM file to define a logical name that points to the home directory, and use the logical

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Janus Adds New Features

Using the library just got easier. Janus, the Knight Library's electronic information server and catalog, recently added two new services: e-mail circulation notices and self-placed holds. These new features are described below.

E-Mail Circulation Notices

If you'd like to receive overdue, hold pickup, and recall notices through e-mail, simply fill out a "Change of Address Form," indicating your preference for e-mail notification. These forms are available at any Library circulation desk. (Note: Billing notices *cannot* be sent via e-mail, so make sure your regular mailing address is also current.)

Placing Holds Electronically

If an item is checked out, you may be able to place a hold on it for your own use. To use this feature, log in on Janus, type **O** to select the University of Oregon Library Catalog, and use the search menu to find the item you're looking for. If it's already checked out, type **G** from the screen that shows the due date. You'll be prompted for your name, i.d. number and pin to place it on hold.

Other Services

You may also use Janus to renew your books, and see what books are checked out, on hold, or being searched for you. For more information on Janus' varied services, see http://libweb.uoregon.edu/uo/libhome/acs_svc/view.htm

If you have further questions about Janus' capabilities, contact Shirien Stevens (phone: 346-1914; e-mail: ssstevens@darkwing.uoregon.edu)

VMS Upgrade, continued...

name instead of a specific volume name (for an example of this technique, see the sample LOGIN.COM file, SYS\$SYSTEM:SAMPLE_LOGIN.COM).

9-Track Tape Moves to OREGON

After the upgrade, users of 9-track tapes must mount their tapes on OREGON. The MOUNT command will also change slightly. Instead of **mu: valid**, type **mk: valid** in the command string, e.g.,

```
$ mount/comment="pw:password" mk: valid
```

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Questions, Concerns?

If you have questions or concerns about the coming changes, contact a consultant at consult@oregon.uoregon.edu

Purchase Program



July 1

The Microcomputer Purchase Program showroom (202 Computing Center) will be closed for inventory on Monday, July 1. It will reopen Tuesday, July 2, resuming regular hours for the duration of summer term.

The Purchase Program showroom is open weekdays from 9 am - 5 pm. For more information about educational discounts on microcomputer products, special promotions, and purchase advice and assistance, send an e-mail message to mpp@oregon.uoregon.edu, or call 346-4402. You can also visit the Purchase Program's Web site at <http://mpp.uoregon.edu>

'Project Muse' Aids Online Study

Knight Library holdings are no longer confined by four walls. Through December, 1996, the Knight Library has a subscription to all journals that Johns Hopkins University Press adds to its Project Muse database, giving UO faculty, students, and staff easy online access to a wide variety of scholarly journals.

Using any World Wide Web browser (such as Netscape, Mosaic, or Lynx), users can read and search the Project Muse database from their offices, labs,

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SUMMER WORKSHOPS

This summer, the UO Library is again offering 90-minute classes on Internet topics. These workshops are free to UO faculty, staff, and students. *Unless otherwise noted with an *, classes will be held in the Knight Library's Electronic Classroom (Room 144).*

No advance registration is required. Seating is limited, so participation will be on a first-come, first-served, basis. Requests for accommodation related to disability should be made to 346-1897 one week in advance of the workshop. For more information about the Library's Internet curriculum, call 346-3047 or see <http://libweb.uoregon.edu/uo/libhome/instruct/internet.htm>. Printed descriptions of the workshops are also available at the Knight Library reference desk and in the Information Technology Center.

Videotapes: Videotapes of computing workshops are available for checkout and purchase. Call the Instructional Media Center (346-3091) or Computing Center Documents Room (346-4406) for details.

Workshop	Day/Date	Time	Presenter(s)
Introductory Web Courses			
<i>World Wide Web for the Computer Novice</i>	Tues July 2	1 - 2:30pm	Hawk, Smith
	Wed July 24	1 - 2:30pm	Hawk, Smith
<i>Introduction to the World Wide Web</i>	Wed June 26	3 - 4:30pm	Robare, T. Smith
	Thu June 27	9 - 10:30am	Crumb, Robare
	Mon July 1	1 - 2:30pm	Frantz, Heinzkill
	Tues July 2	3 - 4:30pm	Frantz, Heinzkill
	Thu July 11	1 - 2:30pm	Paynter, Stave
	Wed July 17	11 - 12:30pm	Robare, Stave
	Wed July 24	3 - 4:30pm	Cawthorne, Crumb
	Thu July 25	1 - 2:30pm	Crumb, Slight-Gibney
<i>Beyond Just Surfing: How to Find What You Really Want on the Net</i>	Wed July 3	1 - 2:30pm	Brownmiller, Jenkins
	Thu July 18	3 - 4:30pm	Cawthorne, Jenkins
<i>Beyond the Web: the Rest of the Internet</i>	Tues July 9	4 - 5:30pm	Lambert, Lincicum
	Mon July 15	11 - 12:30pm	Lambert, Lincicum
<i>Introduction to Web Publishing</i>			
Knight Library Room 144 (PC users)	Mon July 1	3 - 5pm	Smith, T. Smith
	Wed July 10	1 - 3pm	Smith, Obar
ITC Classroom* (Mac users)	Thu June 27	1 - 3pm	Johnson
	Mon July 1	3 - 5pm	Frantz
Intermediate Web Publishing			
<i>Using and Debugging HTML</i>			
Knight Library Room 144 (PC users)	Thu July 11	10 - 11:30am	Johnson
ITC Classroom* (Mac users)	Wed July 10	10 - 11:30am	Johnson, Klassen
<i>Images on Web Pages</i>			
Knight Library Room 144 (PC users)	Thu July 18	10 - 11:30am	Johnson, Yi
ITC Classroom* (Mac users)	Wed July 17	10 - 11:30am	Johnson, Klassen
<i>HTML Editors and Converters</i>			
Knight Library Room 144 (PC users)	Thu July 25	10 - 11:30am	Brownmiller
ITC Classroom* (Mac users)	Wed July 24	10 - 11:30am	Klassen
<i>PDF and Director (PC & Mac users)</i>	Wed July 31	10 - 11:30am	Johnson, Klassen
<i>Forms and CGI Scripts (PC & Mac users)</i>	Wed Aug 7	10 - 11:30am	Johnson
Subject Resources on the Internet			
<i>Education Resources on the Internet</i>	Mon July 1	5 - 6:30pm	Lenn
	Tues July 9	12 - 1:30pm	Lenn
<i>Using ERIC: How to Find Education Information Fast</i>	Thu June 27	5 - 6:30pm	Lenn
<i>Journal Table of Contents via the Internet</i>	Mon July 15	3 - 4:30pm	Brownmiller
	Tues July 23	1 - 2:30pm	Slight-Gibney

*ITC = Information Technology Center, on the second floor of the Knight Library

Scanning Rates Change **July 1**

Effective July 1, charges for University Computing Scanning Services will be modified. The new rate schedules may be picked up from Scanning Services (Room 108 Computing Center).

Under the new rate schedule, all scanning except for Course Evaluations is charged at a single rate, reflecting the fact that the labor involved in these services is essentially the same. Charges for Course Evaluations and Quickscore forms are being increased to cover the actual cost of forms and labor.

Scanning Customers, Please Note:

Course Evaluations. Course Evaluations processing includes printing, scanning, and standard analysis for each group. Customers may also request their data on diskette (DOS format). Any additional data manipulation and analysis are the responsibility of the customer. The data is *not* retained by Scanning Services.

Student Evaluations. The new resolution by the University Senate regarding "Student Evaluation of Teaching and Learning" (May 1996) states that departments are responsible for constructing and administering their own student evaluation forms. Presumably, this means that departments may elect to continue using the old forms and reports. At this time, University Computing has no plans to change the old student evaluation system.

Need Some 'Survival Skills?'

If you're new to the computing world and would like to get up to speed, the CC-EMU Microcomputing Lab's summer "Survival Skills" classes may be just the thing. The CC-EMU lab (22 EMU) is offering two introductory computing classes on Wednesday, June 26:

1. *Introduction to Windows*
10 - 11:30am
2. *Introduction to Macintosh*
noon - 1:30pm

Both courses cover such topics as getting a class account, reading e-mail, formatting disks, creating documents, printing. If you wish to attend one of these workshops, call **346-1769** to register. **Note:** You need to bring your own blank diskette to class.

Authentication Needed for USENET Posts

Due to security problems, Computing Center lab users can no longer post messages directly to USENET News without some method of authentication. If you wish to post to a newsgroup, use your own computer or any computer that requires user identification. If you *must* use a lab computer, you may telnet to a UOnet host (i.e., GLADSTONE, OREGON, DARKWING) and RUN *tin*, *pine*, or *trn* to post your message.

Affected labs are CC-EMU, CC-Klamath, and Millrace.

If you have any questions or concerns about USENET postings, send an e-mail message to consult@oregon.uoregon.edu

Project Muse, continued...

or dorms—without the need for passwords or individual subscription information. In addition, users may distribute articles freely within the UO campus community, and may download, print, and make unlimited paper copies of articles for archival purposes, or for classroom or personal use. (**Please Note:** No portion of the Project Muse database may be distributed electronically outside the UO campus community.)

Project Muse also offers the capability to perform searches by keyword or author. For a list of available electronic journals, visit the Knight Library Web site at

<http://libweb.uoregon.edu/uo/libhome/network/ejournal.htm>

If you need technical assistance connecting to these journals, contact Sara Brownmiller (phone: 346-2368; e-mail: snb@darkwing.uoregon.edu). For more information about Project Muse, see <http://muse.jhu.edu>

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Web: <http://darkwing.uoregon.edu/~cchome/documentation/cnews0.html>

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