

IN
THIS
ISSUE:winter
workshop
schedules
pp. 3-4A Good New Year's Resolution:
Back Up Your Data Files!

Too many of us have discovered the hard way that forgetting to make extra copies of data files invites catastrophe. Hard disks can crash, and diskettes can be lost or damaged, taking you only copy of an important file with them.

Making a *complete* backup of a hard disk is more challenging these days, since many newer program files are too large to fit on a diskette, and many hard drives are too large to comfortably back up in their entirety. You'll have better luck backing up your own data documents onto several diskettes, as they will usually take up much less space than your application and system files. Here are some tips for successfully backing up your files:

- When backing up a very large hard disk, make it a priority to back up your own data files first. Backing up program files is less important—you can always reinstall programs

(as long as you have the original diskettes), but you can't resurrect lost documents you've created!

Note to DOS and Windows Users: In addition to your data files, be sure to make backup copies of important system setup files, such as `autoexec.bat`, `config.sys`, `system.ini`, `win.ini`, and `protocol.ini` (for *Windows for Workgroups* users). That way you can easily reconfigure your computer if your hard disk crashes.

- Create a separate directory/folder to store all your data files, so you can find and copy them easily. Don't store data files in program directories or folders! It's too difficult to separate them later.
- Always save an important file twice, in two *different* locations besides your hard disk (i.e., store one copy on a network server and the other on a diskette).

If you do want to back up your entire hard disk—applications, system files, data files, et al—you should consider buying a tape or DAT backup device, another external hard disk, or a removable storage device, such as a Syquest cartridge. In addition to their large storage capacity, tape and DAT backup devices have the advantage of being able to perform complete automatic backups at any given time interval you specify. (Tape

and DAT devices are costly, however, so individual departments might want to consider buying one or more that could be shared by their staff. Departments with local-area networks could also encourage their users to back up files on a shared network drive.)

For more information about backing up your files, contact Microcomputer Consulting (e-mail: microhelp@oregon.uoregon.edu; phone: 346-4412).

Federal Grant
Paves Way for
Local Information
Superhighway

Thanks to a \$525,000 grant from the National Telecommunications and Information Administration (NTIA), the UO will soon be linked to 15 Lane County agencies, schools, colleges, and businesses by a high-speed computer network. The new fiber-optic "Lane Education Network" will connect participants' information systems into one seamless, fully accessible community network where information can be freely exchanged by Lane County citizens.

Participating agencies include

- the Eugene, Bethel, and Springfield school districts
- Lane Community College
- the Lane Education Service District
- Lane County
- the City of Eugene
- the Eugene Public Library
- Sacred Heart General Hospital
- Dynamix and Symantec

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Britannica Online
Changes URL :

Last month's issue of *Computing News* featured an article describing how to access Britannica Online on the World Wide Web. After the newsletter went to press, Encyclopedia Britannica announced that it had just changed its Web address (URL) to <http://www.eb.com> making the URL we published (<http://eb.com>) obsolete. We apologize for any confusion this abrupt change may have caused.

Microcomputer Purchase Plan Announces New **DELL** Policy


In an effort to better serve the campus community, the Microcomputer Purchase Plan recently changed its policy regarding the purchase of Dell computers.

Under the new policy, the Plan will no longer order Dell computers with custom configurations for faculty, staff, students, or departments. Instead, it will offer a set of preconfigured CPUs that can be combined with other components to create a complete system. Prices for such systems are posted on Gopher, under the topic sequence *DuckScoop: Computing Center: Microcomputer Purchase Plan*. Price lists are also available in the showroom (Room 202 Computing Center).

Departments that require custom configurations can purchase them directly through Dell by calling 1-800-274-7799, extension 6-2500 (be sure to request "state of Oregon pricing").

If you have further questions regarding the Dell policy change, call the Purchase Plan office at 346-4402, or send an e-mail message to mpp@oregon.uoregon.edu

Hot Tip for Web Explorers



Looking for some unique topics to explore on the World Wide Web? Take a look at what's available in *Joe's Table of Contents* (URL: <http://darkwing/~joe>). Many of these items are not readily found anywhere else!

For a start, investigate "The Good Stuff: Subject Catalogs of the WWW," look up the hundreds of Web servers cataloged under "WWW Servers by Country/State (Yahoo)," or read electronic issues of your favorite alternative magazines under "Publications: Magazines."

Using E-Mail and the Internet in Your Curriculum

Because many undergraduates are new to timesharing, the Computing Center staff has prepared a number of basic handouts on getting started with a GLADSTONE account. Faculty planning to use e-mail or Internet resources (World

Wide Web, Gopher, *Telnet*, etc.) as part of their winter term course requirements should consider including some of the following handouts in their course packets:

- How to Get an Account on GLADSTONE
- Using *Pine* for E-Mail on GLADSTONE
- Using the Internet from GLADSTONE
- Using *Lynx* to Browse the World Wide Web on GLADSTONE
- Using *tm* on GLADSTONE

- Making a WWW "Home Page" on GLADSTONE
- Clarinet Terms for Readers and Users
- Janus Remote Access

Master copies of these and other useful documents are available in the Documents Room (Room 205 Computing Center), and can be included with your campus copy center packet.

Federal Grant continued...

Participating Agencies, continued...

- US West and TCI Cablevision
- the Pacific Advanced Communication Consortium
- Lane Online/Eugene Free Net public access interest group

The NTIA grant will also finance demonstration projects, electronic classrooms, and off-campus classes taught electronically by on-campus faculty. The UO will act as the network's hub, managing equipment and routing the lines.

The Lane Education Network is one of 100 such projects in 45 states to be funded by the NTIA, and the only such grant awarded in Oregon.

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Computing Center Co-Director Retires

After nearly 29 years with the UO Computing Center, Gordon Ashby stepped down as director of computing facilities on January 1. Gordon first served University Computing as head of Systems Programming, a position he held from 1966-1977. Following that, he held a series of administrative positions, culminating in his appointment as Director of Computing Facilities in 1989.

During his tenure, Gordon helped guide UO computing through several generations of hardware and software, and had the foresight to develop some of the early microcomputer labs on campus. In addition, his careful budget management kept the Center afloat for more than a decade.

Gordon's contribution to University Computing will not end with his retirement, however. In the coming

year, he will continue to work in a part-time consulting capacity, aiding the Center's transition to new fiscal policies and procedures.

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WINTER WORKSHOPS

Computing Center Microcomputer Workshops...

These noncredit workshops are open free of charge to UO faculty, staff and students. For brief course descriptions, pick up a flyer at the Microcomputer Consulting and Services office (Room 202A) *Preregistration is required for all courses. To preregister for microcomputer workshops, or for more information, call 346-4412.*

Workshop	Day/Date	Time	Room
<i>Introduction to the Macintosh</i>	Tues Jan 17	10am - noon	B13 Klamath Lab B
<i>Introduction to Microsoft Windows</i>	Tues Jan 17	2pm - 4pm	165 Computing Center
<i>Getting More Out of Word 6.0 - Windows or Mac</i> (not for beginners)	Thurs Jan 26	10am - noon	185 Computing Center
<i>Excel 5.0 Fundamentals - Windows or Mac</i>	Thurs Feb 2	10am - noon	185 Computing Center
<i>UO Network/Internet Access Using a Modem</i>	Tues Jan 24	noon - 2pm	185 Computing Center
<i>Introduction to New Features of Mac System 7.5</i>	Wed Feb 1	noon - 2pm	185 Computing Center

Computing Center World Wide Web/News Workshops...

To preregister for World Wide Web courses, contact Joe St Sauver (phone: 346-1720; e-mail: joe@oregon.uoregon.edu).

Workshop	Day/Date	Time	Room
<i>A Painless Introduction to Publishing on the WWW</i>	Wed Feb 8	3pm - 5pm	185 Computing Center
<i>How to Scan/Convert Images and Digitize Sounds for WWW</i>	Wed Feb 15	3pm - 5pm	185 Computing Center
<i>Forms, Image Maps, and Scripts: Intermediate WWW Topics</i>	Wed Feb 22	3pm - 5pm	185 Computing Center
<i>Using trn to Read News on DARKWING and GLADSTONE</i>	Wed Mar 1	3pm - 5pm	185 Computing Center

CC-EMU and CC-Klamath Microcomputing Lab Workshops...

CC microcomputing lab workshops are primarily designed for UO students, although faculty and staff may attend as space permits. This term's *Windows* workshops will be held in the CC-EMU lab, and are limited to 14 students. *Macintosh* workshops will be held in the CC-Klamath lab, and are limited to 20 students.

Sign up for these workshops on the sheet posted at the CC-EMU reception desk, or call 346-1774 to register. **All courses require that you bring a formatted double-density 3.5" disk with you, and have an active e-mail account established on GLADSTONE, DARKWING, or OREGON.** (For details on how to get an account, pick up a copy of the free handout, "How to Get a Computing Account," from the Computing Center Documents Room, upstairs in Room 205.) If you have further questions about any of these workshops, contact Lucy Lynch (phone: 346-1774; e-mail: llynch@oregon.uoregon.edu).

Workshop	Days/Dates	Time	Room
<i>Accessing the Internet with Windows 3.1</i>	Fri Jan 13	2pm - 4pm	22 EMU
<i>Creating WWW Documents (Windows 3.1)</i>	Fri Jan 20	2pm - 4pm	22 EMU
<i>Accessing the Internet from a Macintosh</i>	Fri Feb 10	11am - 1pm	B13 Klamath Lab B
<i>Creating WWW Documents (Macintosh)</i>	Fri Feb 24	11am - 1pm	B13 Klamath Lab B

WINTER WORKSHOPS

The Internet Curriculum...

During winter term, the UO Library and the Computing Center are again offering workshops on a variety of Internet topics. These 90-minute workshops are open free of charge to UO faculty, staff, and students. *With the exception of Music, all workshops are being held in the Electronic Classroom on the main floor of the Knight Library. The Music workshop will be held in the Mac Lab in the Knight Library's Information Technology Center. Preregistration is required for all classes. Beginning January 3, call 346-1935 to register. * Requests for accommodation related to disability need to be made by calling 346-3078 one week in advance of the workshop.*

Workshops	Day/Date	Time	Presenter
<i>Introduction to the Internet</i>	Tues Jan 10	3pm - 4:30pm	D. Carver, A. Allen
	Fri Jan 13	2pm - 3:30pm	N. Slight-Gibney, R. Felsing
	Tues Jan 17	7pm - 8:30pm	B. Jenkins, K. Brinkerhoff
	Thu Jan 19	3pm - 4:30pm	P. Frantz, J. Hawk
<i>E-mail, Pine</i>	Thu Jan 12	noon - 1:30pm	A. Runde
	Fri Jan 20	2pm - 3:30pm	A. Runde
<i>Gopher, Telnet, FTP on VAX</i>	Tues Jan 17	3pm - 4:30pm	L. Robare, D. CannCasciato
<i>Gopher, Telnet, FTP on UNIX</i>	Mon Jan 23	3pm - 4:30pm	T. Klassen, K. Lenn
<i>World Wide Web</i>	Thu Jan 12	3pm - 4:30pm	S. Brownmiller, M. Watson
	Tues Jan 24	7pm - 8:30pm	R. Paynter, A. Bonamici
	Wed Jan 25	3pm - 4:30pm	D. Carver, T. Smith
<i>USENET, Listservs on VAX</i>	Wed Jan 18	3pm - 4:30pm	T. Klassen, B. Jenkins
<i>USENET, Listservs on UNIX</i>	Wed Jan 25	7pm-8:30pm	T. Klassen, B. Jenkins
<i>Government Information</i>	Wed Jan 18	noon - 1:30pm	T. Smith, T. Stave
<i>Social Sciences**</i>	Tues Jan 24	3pm - 4:30pm	H. Yi, K. Lenn
<i>Music (in ITC Mac Lab)**</i>	Wed Jan 25	3pm - 4:30 pm	L. Bennett
<i>Legal Resources**</i>	Thu Jan 26	3pm - 4:30pm	V. Garces, K. Beck
<i>Medicine</i>	Fri Jan 27	1pm - 2:30pm	T. Klassen
<i>Publishing on the WWW**</i>	Tues Jan 31	3pm - 4:30pm	JQ Johnson, M. Watson

**Note: More Internet workshops will be offered in February. Registration for these workshops begins January 25. You may pick up a copy of the February schedule from the Knight Library Information Technology Center any time after January 24.*

***New offering!*