

Computer and Information Services Newsletter

This newsletter is an information resource for the University of Minnesota.

Volume 4, Number 11

May 1995

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▽ Computer Store

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National Electronic Open Meeting

People and Their Governments in the Information Age
May 1 to 14, 1995

An Open Forum

You're invited to participate in an open forum.



"The Office of Management and Budget (OMB) seeks comments from all interested parties on the topic of the respective roles of the Federal government, State, local, and Tribal governments, industry, the public interest and library communities, academia, and the general public in creating an electronic government."



The electronic open meeting will be held from May 1 to 14, 1995. Below are excerpts from the document "People and Their Government In the Information Age." The excerpts we've chosen highlight how you can participate using your University Internet account. To receive the entire document, send a blank E-mail message to

info@meeting.fedworld.gov



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Excerpts from the Preliminary Agenda

To facilitate public input, OMB, along with {several other departments} and assistance from the US Government Printing Office and the National Science Foundation's NCSA and SDSC Computing Centers, will host a nationwide electronic open meeting to discuss a number of questions.

The world has entered the age of electronic information. We are present at the creation of a Global Information Infrastructure that will build on what aviation and communications have already done to shrink the world into ever more interdependent communities.

While much of the infrastructure already exists, information will be so strategic a resource for U.S. competitiveness in the 21st Century that conscious and deliberate governmental action — in concert with industry and the public — is needed. Of course, government is in no position, financially, technically, or managerially, to design or build the information highway, or even to repave it. So the NII {National Information Infrastructure} will be designed, built and operated by the private sector. What then is the government's role?

One of the fundamental tenets of the Administration's philosophy is that government information is a public asset and a valuable national resource. The government should make information available to the public on timely and equitable terms. It is also necessary to foster the existing diversity of information sources, in which the private sector, along with State and local governments, libraries, and other entities, are significant partners.

{H}ow can the delivery of services to the public be enhanced by electronic means? What services should they be, and how can they be delivered cost effectively and within overall budgetary constraints? What methods are best suited to further disseminate government information to the public, collect information from the public, and reduce burden while maximizing efficiency? In what ways can the interaction between agencies of the Federal government, or between agencies at the Federal, state and local levels be improved? How can we best encourage partnerships among governmental entities at all

levels with private sector entities to ensure a diversity of information sources, providers and facilitators? Finally, what are the priorities? These topics are elucidated further below for discussion in the electronic open meeting.

Services

from emergency help and health care
to business licenses,

Benefits

from social security and food stamps
to small business grants,

Information

from declassified secrets and travel aids
to satellite weather maps,

Participatory Democracy

ensuring everyone's chance to be heard
in a democracy,

Technology

Participation Options

It is possible to participate in the electronic open meeting in four ways depending upon desired level of interaction.

Electronic mail of comments

This is the easiest way to participate in the open meeting. However, interaction will be limited. Choosing one of the options below is recommended.

Subscribing to a Mailing List

Subscribing to a mailing list allows more interactive participation in the meeting. When one subscribes to a mailing list, one receives all the mail messages which everyone posts to the mailing list. It is much like putting a note on a bulletin board. However, instead of having to go to the bulletin board to look for new messages, the bulletin board comes to you in the form of electronic mail. To subscribe to the National Electronic Open Meeting mailing list, send an e-mail to:

`join@meeting.fedworld.gov`

The text of the e-mail message should be:

`subscribe topic your_name`

where the first word of the message must be the word "subscribe," the second word of the message must be the topic acronym, and the last two words of the message must be your name. The topic acronyms are:

services	benefits	techgoal
infoaccs	partdemo	

Services and benefits are obvious acronyms. "Infoaccs" refers to the "information" topic. "Partdemo" refers to the "participatory democracy" topic. "Techgoal" refers to the "technology" topic. For example, to subscribe to the "benefits" topic, an individual would send the message:

```
subscribe benefits Joe Smith
to
join@meeting.fedworld.gov
```

Individuals who subscribe to a mailing list topic will automatically receive (via e-mail) all comments posted to that topic. To submit a comment on a particular topic, send an e-mail message containing the comment to:

```
topic@meeting.fedworld.gov
```

where the "topic" is one of the topic acronyms detailed above. For example to submit a comment to the technology topic, send an e-mail message containing that comment to:

```
techgoal@meeting.fedworld.gov
```

Individuals using the mailing lists to participate in the conference should expect to receive a very large number of e-mail messages.

Subscribing to a USENET newsgroup

Subscribing to a USENET newsgroup is similar to joining a mailing list. The difference is that to subscribe to a USENET newsgroup, one needs to have a newsreader configured for his or her own computer.

If you are familiar with a newsreader on your system, you will be able to participate in the newsgroups like any other regular newsgroup. The newsgroups have the following names:

```
alt.gov.meeting.services
alt.gov.meeting.benefits
alt.gov.meeting.infoaccs
alt.gov.meeting.partdemo
alt.gov.meeting.techgoal
```

World Wide Web Access

Using a World Wide Web browser offers the greatest level of interaction for participating in the electronic open meeting. Point the browser to:

```
http://meeting.fedworld.gov
```

The participant will arrive at a user friendly interface from where one can search the different newsgroup mailing list responses and reply (either anonymously or not) as one deems appropriate. The participant will also be able to view background documents on-line, and complete a voluntary participant survey.

University Offers Free Computer Access for National Meeting

"The University Libraries is pleased to offer the citizens the opportunity to participate in the Clinton Administration's third national electronic meeting." University Libraries will provide the citizens of the Twin Cities with free access to designated computers. The public can participate in the on-line discussion via public access computers on a first come, first served basis.

The designated terminals and access times are:
 ● Wilson Library terminals, Mon-Tues 9 am-8 pm, Wed-Fri 9 am-5 pm, Sat 1-5 pm ● St. Paul Library terminal, Mon-Thurs 8 am-10:30 pm, Fri 8 am-8 pm, Sat 10 am-6 pm, Sun noon-10:30 pm. For further information call the Government Publications Library, 624-5073, or the St. Paul Campus Library, 624-2233.

The Web and Web Browsers

Hypermedia, Hypertext, and HTTP



The World-Wide Web, WWW, or just “the Web” is a hypermedia information service that lets you access a lot of information that is available on the international Internet.

- Hypermedia includes text, graphics, sounds, and moving pictures. The subset of hypermedia most frequently used on the Web is called “hypertext.”
- Hypertext documents are interactive and give the reader or viewer special control over what they access. These documents have highlighted words or phrases called links. When a reader selects a link, they are presented with another document or topic or even another program.

In many ways hypertext links are like interactive footnotes that let you access the referenced information with a click of your mouse.

Clients and Servers

Like many Internet services the Web is a distributed system based on the client-server model.

- Servers: organizations or individuals with computers on the Internet can set up Web servers to provide information to other Internet users.
- Clients: you use a program called a Web client to access information available on Web servers. Sometimes Web clients are referred to as “browsers.” Clients and servers speak to one another using a set of communication rules (a protocol) called the Hypertext Transfer Protocol or HTTP.

Despite the implications of its name, the Web is not the Internet or a network; it is a network information service that uses the infrastructure of the Internet to transfer data.

There are client and server programs for many different computers and operating systems. All the clients operate in a similar fashion. You probably know the clients by names such as Mosaic, Netscape, Lynx, and MacWeb. Soon a Web browser will also be part of the Minuet package that we distribute.

It's a Multi-Protocol World

Many Web browsers include the ability to understand network protocols such as FTP and Gopher. Many also understand file formats used for graphics such as GIF and JPEG. This approach enables the user of a Web browser to access many services and types of files without acquiring additional software.

When you do need additional software to manipulate the wide variety of information available electronically, most Web browsers let you designate other programs as “helper” applications. Look for information on helper software that is supported by your browser in menus with names such as helper(s) and preferences.

Need a Web Browser?

You don't need your own browser if you'll access the Web using terminal emulation software such as ProComm, TinCan, or Xmodem. A text browser called Lynx is available through the maroon and gold mail shells (also called the “interactive session”). Lynx was described in our March 1995 newsletter.

Software for Microcomputers

If you have a direct connection or use SLIP with a 2400 baud or faster modem, you can get software that runs on an IBM or a Mac. The novice may pick up free Web client software Monday–Friday in any Microcomputer HelpLine. Veteran netsurfers can obtain browser software at various FTP, Gopher, and Web sites.

What's Out There?

Once you connect to a Web server you are usually greeted with a Welcome page or a “home page.”

Figure 1: Try These Web Sites

University of Minnesota	http://www.tc.umn.edu/
Distributed Computing Services	http://www.micro.umn.edu/
Central Computing Services	http://www.umn.edu/~ccs
Federal Web Locator	http://www.law.vill.edu/Fed-Agency/fedwebloc.html/
City of St. Paul	http://www.stpaul.gov/
City of Minneapolis	http://www.mtn.org/mpis/city/mpis_hp.html/
Yahoo	http://www.yahoo.com/
Internet Search	http://home.netscape.com/home/internet-search.html/

That document should contain information about the group that is responsible for the "page" as well as information about their services; it may also include links to other relevant Internet sites.

URLs

You can use the list in Figure 1 to begin your explorations. Each entry contains the URL (Uniform Resource Locator) for a Web site. U-R-Ls are a naming scheme that includes the location and method of obtaining items on the Internet. Web URLs begin with this designator: `http://`

Installing the Software

If you're running other Internet software, such as Gopher or E-mail, your computer can already communicate over the University's TCP/IP-based network. This hardwired (direct) or SLIP (modem) setup will also let you use a Web browser.

If you need the Winsock driver discussed below or other software to connect to a TCP/IP network, a Microcomputer HelpLine consultant can help you.

Mac and OS/2

We have special installation instructions for users of OS/2. As long as their other network software is working, Mac users can install Web client software without special instructions.

Winsock for Windows

Since most Windows users have not installed and setup Winsock drivers, they must do so before using a Windows-based Web browser, such as Netscape.

Distributed Computing Services has created a special installation package for Windows users that greatly simplifies this step. The package requires two high-density 3.5-inch disks and is available at any Micro-computer HelpLine from

```
p:windisk.bat
```

The installation package and instructions on creating a disk are also available via anonymous ftp from

```
bingo2.micro.umn.edu
p:\internet\setupwin
```

Web Installation Tip

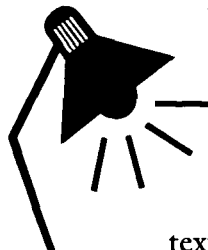
Since even at modem speeds of 14,400 bps (bits per second) graphics can take a long time to download, you may want to control which graphics you view on your screen. To speed up document transfers, many Web browsers let you turn off the automatic downloading of images; this option is usually in a menu with a name like preference or settings.

Where Can I Get Training?

Distributed Computing Services offers several low cost short courses on using the World-Wide Web and on setting up a Web server. For more information you can • call 625-1300 • look up information on the Web at <http://www.micro.umn.edu/> or • find info on Gopher by following this path from the University's Home Gopher:

```
Computer Information/Computer &
Information Services Short Courses
```

Working Smarter with Word 6 — Using Tables —



Have you ever used paragraph formatting to create pages with headers on the outside and columns of text on the inside, such as the example shown in Figure 1?

Have you tried to align columns of text or numbers with tabs (Figure 4 is an example)? Or would you just like to learn an easy way to enhance the look of your documents?

You can use Word's tables feature to accomplish all of these things. You can create tables from existing text or enter information into a new table. You can alter the height and width of rows or columns and add borders and shading or even include a graphic. Whether you use Microsoft Word 6.0 for Macintosh or Windows, you can do all of these things.

How Do I Create a Table?

You can create a table in two ways: use menu commands or use the Standard toolbar.

The Table Menu

To insert a table into your document you can select the *Insert Table* command from the *Table* menu, as shown in Figure 2. In the *Insert Table* dialog box you can specify the number of columns and rows you want and how wide you want your columns to be.

Figure 2: Insert Table Command

You must specify the number of columns you want; specifying the number of rows is optional. After you have created a table you can always add another row by positioning the insertion point at the end of a row and pressing the **Tab** key.

You do not have to specify how wide you want your columns to be. If *Auto* is in the *Column Width* text box, Word will automatically calculate column width based on the number of columns you have selected. Initially all columns will be the same width. You can change the width of individual columns later.

Using the Standard Toolbar

You can also insert a table by clicking on the *Insert Table* button on the Standard toolbar. Place your insertion point in the document where you want the

Figure 1: Use Tables to Create Special Columns

Researching Computers

Computer Select, a CD-ROM

Available from: Business Reference
Service, 624-9066

Excerpts from February 1995 *Computer and Information Services Newsletter* article.

This is a monthly disk containing full-text coverage of the most recent year's issues of PC Week and over 60 other leading computer industry publications, as well as indexing and abstracts to over 100 other periodicals.

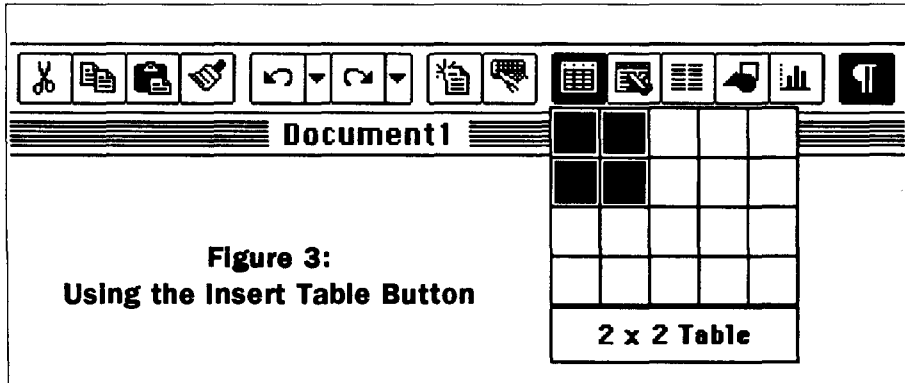


Figure 3:
Using the Insert Table Button

repeat or update a heading if you insert a hard page break within a table.

Moving Around In a Table

The table in Figure 4 shows keyboard combinations for moving around in a table. You can also use your mouse.

the Standard toolbar, shown in Figure 3. When you use this button Word displays a grid representing the number of rows and columns a table will contain. As you drag across the grid, the number of rows and columns is represented in numbers at the bottom of the grid. Figure 3 shows a two column, two row grid.

What Does a Table Look Like?

Figures 1 and 4 are tables. A table is a grid of rows and columns. A cell is one block in the table. This layout will be familiar to anyone who uses a spreadsheet.

Figure 4: Mouse and Keyboard Options

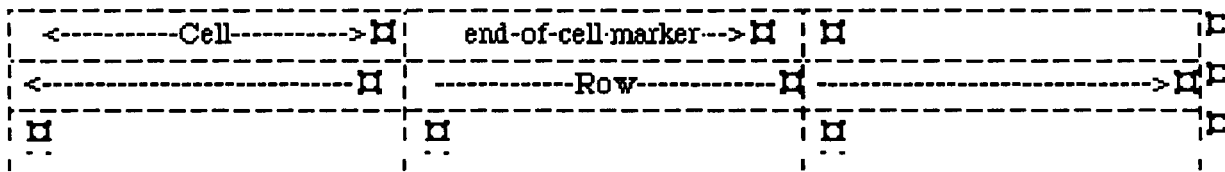
My Table Is Split onto Two Pages!

If, after you have finished formatting a document, you find that your table is split among several pages, you can automatically repeat the table headings on each page. To do this select the row(s) of text that you want to use as table headings, beginning with the first row in the table. Then, from the *Table* menu choose *Headings*.

If you make changes to headings in a table that splits between pages, the text will automatically be updated in all repeated headings. However, Word will not

Key(s)	Shift	Alt/Option	Control	Return/Enter	Results
Tab					Moves to next cell.
Tab	+				Moves to previous cell.
Tab			+		Inserts a tab.
Tab at the end of a table					Creates a new row.
Arrows					Moves from character to character within a cell.
Return/Enter					Creates a new paragraph within a cell.
Shift				+	Inserts a line break within a paragraph.
Home		+			Moves to the first cell in a row.
Page Up		+			Moves to top cell in current column.
End		+			Moves to last cell in current row.
Page Down		+			Moves to last cell in current column.

Figure 5: End-of-Cell and End-of-Row Markers



You can manipulate tables by individual cell, row, column, or as one complete unit. The table's gridlines are non-printing separators between row and columns. Gridlines are visible only on your screen and only if you select *Gridlines* from the *Table* menu.

End-of-Cell markers indicate the end of a cell. End-of-Row markers guide the positioning of the insertion point to add a column to the right of the table. As you can see in Figure 5, the two kinds markers have a similar appearance.

To view or not view End-of-Cell and End-of-Row markers, click on the *Show/Hide* button on the Standard toolbar.

How Can I Change a Table?

To modify tables you can add, delete, or move cells, rows and columns; use Cut/Copy/Paste and Drag and Drop. Before you modify a table, you first must select a part or all of the table.

The units of a table you can work with are an individual cell, a contiguous block of cells, a row or column, or the entire table. Select the unit of a table

you wish to change and then choose a command. Selecting text in cells is the same as selecting text in any other part of a document. Table 1 shows you how you can select parts of a table using the mouse and keyboard. You can also use Word's Table menu to select rows, columns, or the whole table.

Table 1: Selecting Parts of a Table

To Select	Do this
a Cell	Move the mouse pointer to the left end of the cell until it becomes a → (right pointing arrow) and click the mouse.
a Row	Move the mouse to the left end of the row you want to select. Click when the pointer becomes a →.
a Column	Move the mouse to the top of a column. When the mouse pointer changes into a ↓, click to select the column below the ↓. Or press the (Alt)/(Option) key and click in any cell of the column.
Entire Table	Press the (Alt)/(Option) key and double-click in any cell.
Multiple Cells, Rows or Columns	Hold down the mouse button and drag it across the cells you want to select.

How Can I Learn More About Word 6's Tables?

Distributed Computing Services offers hands-on non-credit courses on Microsoft Word for Macintosh and Windows.

To register for "Intermediate Word: Tables for Macintosh or Windows" you must have mastered at least the skills taught in our introduction to Word class.

To find out more about current course offerings or how to register, you can (1) call 625-1300 (2) look up information on the Web at URL <http://www.micro.umn.edu/> or (3) find info on Gopher by following this path:

Computer Information/Computer & Information Services Short Courses

Move Cells, Rows, and Columns

You can modify tables in several ways. When you move or copy cells, if you select only the text within a cell, Word adds the text to the new location. If you select the End-of-Cell mark as well as the text, the text you move replaces the existing text.

Cut, Copy, Paste

Using the Cut, Copy, Paste commands to modify the contents of a table affects only the contents of cells, not the column or rows. For example, Word does not delete a row when you select a row and use the *Cut* command. It just removes the contents of the cells in that row. The now-blank row is still there.

If you paste what you've "cut" to an area outside the table, Word creates a new table with the same dimensions.

Drag-and-Drop

You can move or copy selected text using Drag-and-Drop editing with a mouse just like you would on normal text. You can move or copy rows; you cannot move or copy columns.

How to Drag-and-Drop?

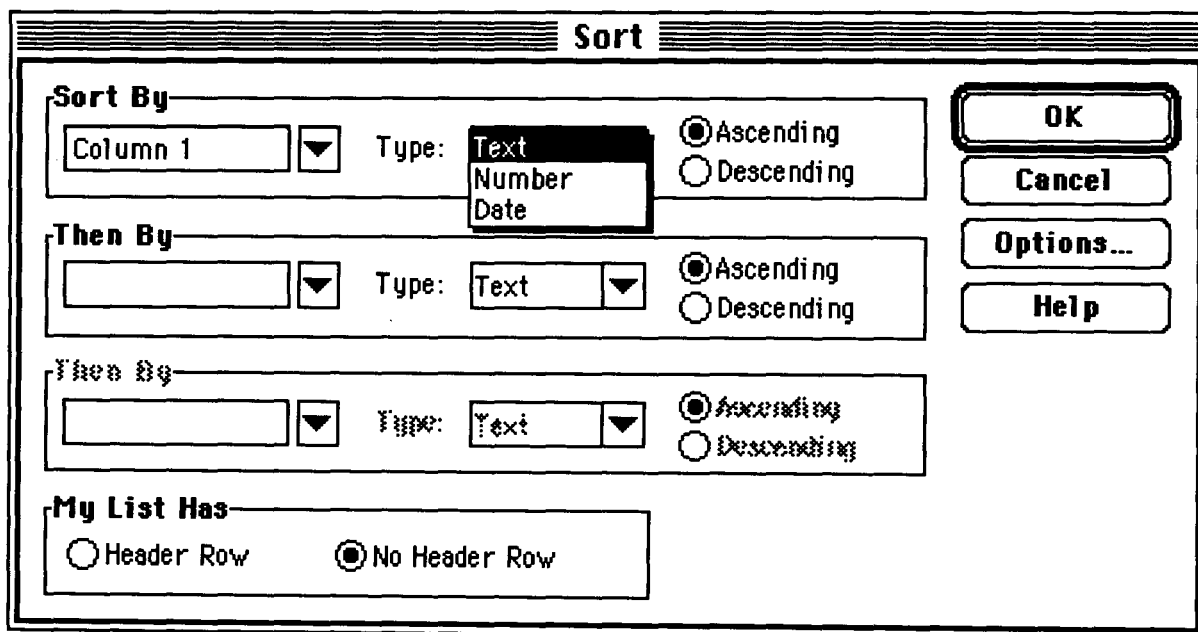
To move text you've selected, position the mouse pointer anywhere over the selected area. When it changes to a left facing pointer, hold the mouse button down and drag the selection to a new position.



Sort

Table's sort options are useful for many types of data. You can sort a table alphabetically, numerically, or by date based on the text in any of its rows or columns. Select the rows or columns you want to sort and choose *Sort* from the *Table* menu. This brings up the Sort dialog box, shown in Figure 6.

Figure 6: Table Menu's Sort Dialog Box



Change the Size of a Table

When you insert a table into a document without specifying its size, Word applies the default size settings.

To change a table's appearance you can adjust any column's width and change the blank space between columns. You can even adjust a row's height. To control these aspects of a column's appearance you use the *Table* menu's *Cell Height and Width* commands, as shown in Figures 7a and 7b.

Adjust Column Width

You can adjust the width of columns in many ways; we'll step you through a few options. When you adjust the width of one column, Word does not change the overall width of the table. It does, however, resize all columns to the right of the column you changed in proportion to their original width.

To change the width of a column with the mouse, follow these three steps:

- put the mouse pointer over the column border until it becomes a two-headed arrow
- hold down the mouse button
- wait until Word displays a dotted line, then drag the mouse to the right or left.

You can also change the column width of selected columns through the *Table* menu's *Cell Height and Width* commands, as shown in Figure 7a. Type a value in the box next to *Width of Column* or select a value by clicking on the up and down arrows.

Figure 7a: Column Adjustment Options

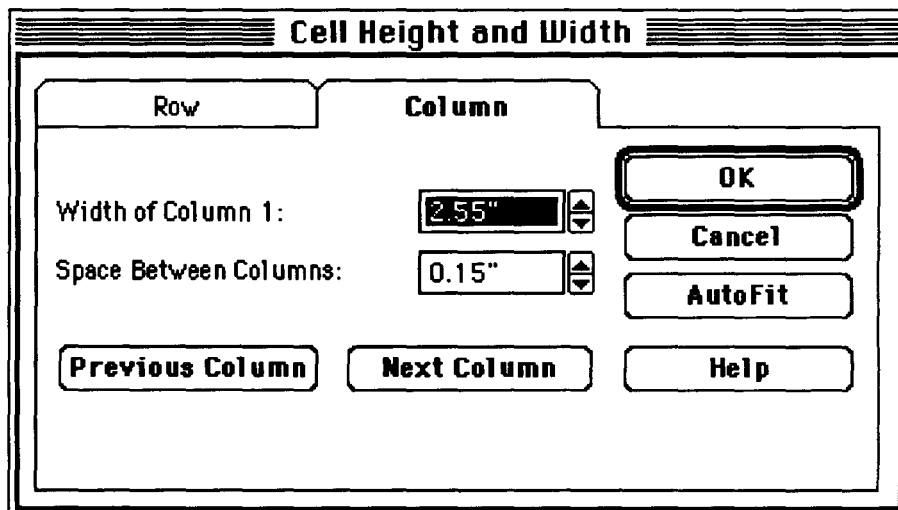
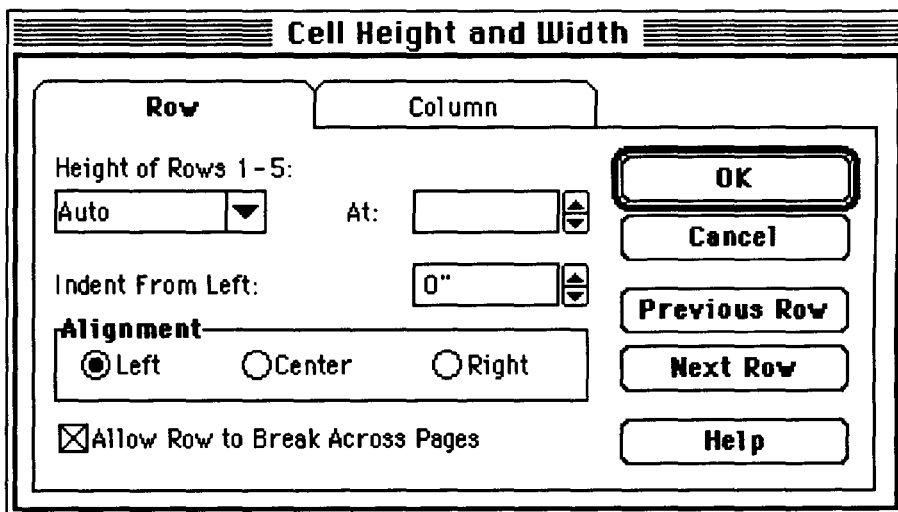


Figure 7b: Row Height Adjustments



Adjust Row Height

The height of each row in a table usually depends on two factors: the contents of the cells in that row and the amount of paragraph spacing. You can change the "auto" adjustment by using *Cell Height and Width* commands, as shown in Figure 7b.

Add Columns to the Right of a Table

To add a column to the right of a table that's already been created, select the End-of-Row marker (shown in Figure 5). Then either select the *Insert Columns* command from the *Table* menu, or click on the *Insert Columns* button on the Standard toolbar.

Add or Delete Cells, Rows, and Columns

The *Table* menu includes commands for deleting and inserting items. Your options depend on which part of the table you've selected.

Merge or Split Cells

You can merge and split cells; both options are available in the *Table* menu. The merging cells option is useful for creating headings in tables. Select the adjoining cells that you want to merge, and choose the *Merge Cells* option. This joins the cells you selected into one, long cell.

Format Tables

You format text and apply styles in table cells as you do with normal document text. Each paragraph in a cell can have unique formatting. Using the buttons on the toolbar you can change alignment, spacing, indents, and tabs. You can also change paragraph formatting by using the *Format* menu's *Paragraph* command.

Use Borders and Shading

Many people who create tables like to create borders and apply shades to some sections of the table. You can apply borders and shading through the *Table* menu. To do this position the insertion point in the table and choose *Table AutoFormat*.

If you prefer to add your own borders and shading or want to add them to individual cells, you can use the *Borders and Shading* options in the *Format* menu or the *Borders* button on the Formatting toolbar.

Split and Join Tables

Use the *Table* menu's *Split Table* command to add a blank line between two sections of a table. To put the two parts back together, begin by highlighting the ¶ symbol between the two parts of the table. Then use the standard *Cut* command.

Trouble Tip:

Tables at the Beginning of a Document

If you inserted a table at the very beginning of a document, you won't be able to put the insertion

point before the table. However, you can use the *Split Table* command to insert a blank line above the table. To do this put the insertion point in any cell in the first row and select *Split Table*.

Convert Existing Text to a Table

You can convert an ordinary table that was created with simple tabs to Word's special Table format in two ways. You begin by selecting the text. Then you click on the *Table* button on the Standard toolbar or select the *Convert Text to Table* command from the *Table* menu. This "Convert" option toggles to *Convert Table to Text* when the text you've selected is already in the Table format. When you convert a table to text, you can specify commas, tabs, or paragraph marks to separate or "delimit" the text.

Delete an Entire Table

You can delete an entire table by using standard keys, such as the **[Del]** (Delete) or **[Bksp]** keys. The only tricky part is that you must also select the paragraph mark either before or after the table.

Is there an Easier Way to Make Tables?

You can use a wizard to automatically create a table. A wizard is a Word feature that asks questions and then uses your answers to automatically format or lay out your document. You'll find a Wizard button in the *Table* menu's *Insert Table* option (Figure 2).

Word Tables and Other Applications

If you must exchange documents with other applications, such as a different word processing program or a page layout program, the tables may not convert.

To get the tables in this article into PageMaker, we needed to "publish" them as PICT files using Word's *Edit* menu. Then we subscribed to them using PageMaker's *Edit/Editions* menu. (Publish and Subscribe are features of System 7 for Macs. Word and PageMaker also support OLE, object linking and embedding.)



University Libraries' Gopher Opens New Doors to Research

Nancy K. Herther, University Libraries



Have you noticed how complicated it's become to keep up-to-date on what's available over the Internet in areas related to your research? The Internet is a virtual Pandora's Box – for good and bad. Faculty often complain that although there are lots of excellent resources available, trying to keep up-to-date and weed through resources to get at the best material is cumbersome. The Libraries hopes our new Gopher will help you with this task.

Two Goals

The Libraries formed a design group over a year ago to explore how we might best use Gopher to enhance and extend our services. Led by Jim Cogswell, from Wilson Library, the group determined to use Gopher to accomplish at least two important goals:

1. bring Internet resources more easily into the hands of our University users and

2. give us another way to share information – handouts, bibliographies and other guides – that we develop for our users.

Over the past year this project has become a reality. A list of the current team working on our Gopher is given in Table 1. Feel free to contact any of these people with your ideas or suggestions. The Gopher is a work-in-progress and you should be seeing enhancements, changes and improvements occurring each time you 'visit' the Gopher.

Getting Into Gopher

To visit our new Gopher service follow this path

Libraries\University of Minnesota
Libraries\University of Minnesota Libraries,
University of Minnesota\Subject List of
Information Resources

As you can see from the menu in Figure 1, we have organized the Gopher by subject to allow for general browsing and yet allow for searching by subject

terms as well. Those of you with your own Gopher client, such as TurboGopher or Minuet/Gopher, can reach our Gopher directly; its address is:
cutter.lib.umn.edu

Figure 1: General Information Screen for Libraries' Gopher

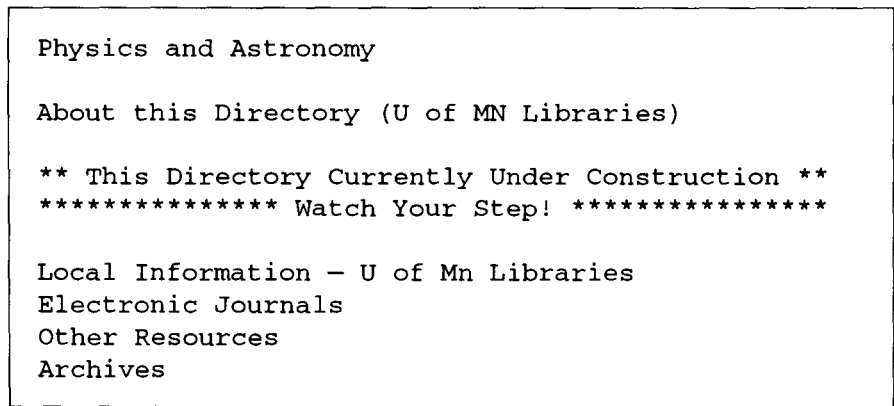
Subject List of Information Resources

About this Directory (U of MN Libraries)
SEARCH Menu Titles in the Subject List
Agriculture, Biology, Ecology
Archives and Special Collections
Area Studies
Arts and Humanities
Engineering, Math, Physical Sciences
Government Information
Health Sciences (U of MN BioMed Library Gopher)
International (Cross-disciplinary)
Law
Maps
Media (audio, video, etc.)
Newspapers
Reference Tools (Dictionary, Thesaurus, etc.)
Social Sciences

Search by Topic

If you know your interest areas and just want to see what's in the system, go directly to that subject area. All of the bibliographers and other specialists in the Libraries are cooperating to make the Gopher a good resource for finding information on our collections and databases. You

Figure 2: General Menu for Information on Astronomy



will find that many – if not most – of what used to be printed guides to our collections, background information on our CD-ROMs and other resources, etc., are now available as text files for your use. You should find this useful as you develop your syllabi and other course materials.

Search by Subject Term

Just to see what’s out there, I tried two subject term searches.

First, I tried “Astronomy” and found a variety of useful information. General information on the collections, resources and reference services available from the University Libraries was given, including e-mail addresses, phone numbers, locations and hours of service. I was able to connect to preprint collections and electronic journals in astronomy available over the Internet. The Library Gopher also provided links to physics Gophers and to the Hubble Space Telescope Information server (Figure 3). Astronomy may not be my specialty, but I spent two intriguing hours browsing through these fascinating resources. Give it a try!

Next I tried a current events type of search, looking to see what the Libraries’ Gopher might have on “Russia.” I was directed to two unique guides to Russian information, both developed here at the University by Miranda Beaven Remnek, our Bibliographer for Russian/East European Studies. The first was an annotated listing of over 100 print resources available for referencing everything from doing



business with the former Soviet republic to statistical resources to geographic, political science, economic, literary and artistic information.

The second guide listed all of the significant on-line resources – whether from CD-ROMs on campus, over the Internet or databases accessible through LUMINA – that cover Russia from dissertation research to agriculture to medical research to zoology.

What student working on a short paper couldn’t find useful information in Stephen Batalden’s “The Newly Independent States of Eurasia: Handbook of Former Soviet Republics” published in 1993? It’s available in the reference department in Wilson Library.

Figure 3: General Menu Screen for Hubble Space Telescope Information

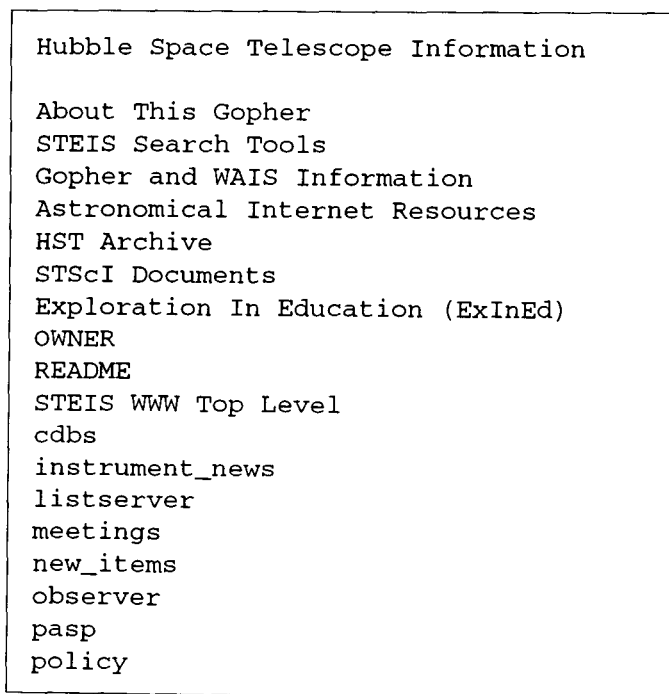


Figure 4: More Internet Resources on Astronomy

Astronomical Internet Resources

About Astronomical Internet Resources
 Software Resources
 Publication Resources
 AAS Job Register
 AAS Meeting Abstracts
 AAS Summer 92 Meeting
 AAS Summer 93 Meeting
 AAS Winter 93 Meeting
 AXAF Science Center - ASCinfo
 American Astronomical Society
 Anglo-Australian Observatory
 Arecibo Observatory
 Australian National Telescope Facility
 Big Bear Solar Observatory
 CNAM (National Conservatory of Arts & Works)
 Canada France Hawaii Telescope
 Canadian Astronomy Data Center
 Centre de Donne'es astronomiques de Strasbourg (CDS)

Table 1:**Members of the Library Gopher Group**

The Library Gopher Group is responsible for the design and content of the Gopher. The members of this group are:

Jim Cogswell, Chair

j-cogs@vm1.spcs.umn.edu

Bill Tantzen, Gopher Manager

w-tant@vm1.spcs.umn.edu

Subject Area Liaisons:

Agriculture - Richard Isaacson

r-isaa@vm1.spcs.umn.edu

Archives/Special Collections - Bruce Bruemmer

b-brue@vm1.spcs.umn.edu

Arts/Humanities - Marcia Pankake

m-pank@vm1.spcs.umn.edu

Engineering/Math/Science - Gary Fouty

g-fout@vm1.spcs.umn.edu

Health Sciences - Julie Kelly

j-kell1@vm1.spcs.umn.edu

Law School - Suzanne Thorpe

s-thor@maroon.tc.umn.edu

Social Sciences - Mary Koenig Loring

m-koen@vm1.spcs.umn.edu

Staff Information/Tools - Christina Meyer

c-meye@vm1.spcs.umn.edu

Thinking of setting up shop in Moscow? Then you'll want to check out these titles, available in Business Reference Service in Wilson:

"Evaluating, and Using Business Information from the Soviet Region" by Karen Anderson and Jonathan J. Halperin.

"Doing Business in the Soviet Union" from Price-Waterhouse, 1989-.

"Eastern European Business Directory," 1991-.

Or perhaps you just get a little confused with the changing cast of politicians? You might want to take note of this title to help keep

who's who straight: "Who's Who in Russia and the New States." It's edited by Leonard Geron and Alex Pravda, published in 1993, and available in the reference room on first floor Wilson Library.

Give It a Try

As you can see, we are working to make this Gopher an important resource for our users - a way to get information to you when, where and in a manner that will be most useful for you.

Give it a try and let us know what you think. Remember, it is a work-in-progress and it will continue to evolve and change over time. Check out the list of people in Table 1 and let them know what you think about our new project and what you'd like to see in the future.

Nancy K. Herther, Manager, Integrated Information Center, University of Minnesota Libraries, 7 Walter Library, East Bank; 624-2020; Internet: nherther@iic.lib.umn.edu.

Free Help: Computing & Information Technologies

University of Minnesota Accounts

Phone

Help Line Hours

Distributed Systems: Microcomputers, Workstations, LANs

Software, hardware, peripherals, local area networks	626-4276	M—F	9 am to 4 pm
<input type="checkbox"/> East Bank	152 Shepherd Labs	above	above
<input type="checkbox"/> West Bank	93 Blegen	above	above
<input type="checkbox"/> St. Paul	58 Biological Sciences Center	above	above

Central Systems

These systems require a user name and password, which you get when you open an account.

Qualified users can apply for grants to cover some computing related costs.

<input type="checkbox"/> EPX (Unix), NVE (NOS/VE), UZ (Ultrix), VX and VZ (VMS)	626-8366	M—F	9 am to 4 pm
<input type="checkbox"/> VM1 (IBM/CMS) 99B Coffey Hall walk-in consulting hours may vary	624-6235	M—F	9-11 am, 2-4 pm
<input type="checkbox"/> MEDLINE (MinnesotaMEDLINE on NVE)	626-8366	M—F	9 am to 4 pm

E-mail and Internet

- Call for help using your University account..... 626-7676
- Forgot your password? Staff: call 626-8366. Students: go to any Computer Facility – e.g., 14 Folwell, 26 Lind, 305 McNeal, HHH 50. Troubleshooting: if Maroon or Gold are down, you'll hear a status report at 626-1819.
- LUMINA: call if you have trouble connecting 626-7676

General Information

Computer Store

Williamson Hall Book Center 625-3854
(inventory and prices also available on Internet Gopher)

University Computing & Information Services

Administrative Information Svcs. (AIS) Help desk ...	4-0555
Biomedical Graphics, various locations	6-3939
Central Computing Services, 100 LaudCF.....	6-1600
Accounts: EPX, NVE (incl MEDLINE), UZ, VX, VZ ..	6-8366
Data Entry	6-8351
Statistics Services	5-2303
System Status	6-1819
Tape Librarian	6-1838
Computer Facilities (also call individual facilities) ..	5-1300
_FolH 5-4896 _Lind 6-0856 _McN 4-5367 _HHH 4-6526 +more	
Disability and Computing Services, voice/TTY	6-0365
Distributed Computing Services, 190 Shep Labs	5-1300
Engineering Services, 103 LaudCF	5-1595
Equipment Repair and Warranties	5-1595
Faculty Resource Center (for appointment)	5-1300
Gopher Hotel (server set up for a fee)	5-2303
Kodak Printer Service	6-1661
St. Paul Computing Services, 50 CofH.....	4-7788
Accounts: VM1 (IBM/CMS)	4-7788
Tape Librarian	4-3482
Statistics Services	4-6235
Software Services (contract programming)	5-2303
Supercomputer Center Help, 3030 SCC	6-0808
Telecommunications, 30 TelecomB	
Networking Services Information	6-7800
Networking Services Repair	5-0006
Training, Course Registration, 190 ShepLab	5-1300
U Libraries, Integrated Information Center	4-2020
University Networking Services, 130 Lind	5-8888

Associate Vice President and

Associate Provost Academic Affairs

Donald R. Riley, Professor 626-9816

Access Information

SLIP: 2400/14,400 626-1920
SLIP: ADI-100 and ITE (with MKO) 3-0291

- Terminal settings for these systems are 8-1-N (8 data bits, 1 stop bit, no parity) unless otherwise noted. The number you dial may depend on the modem's bps or baud rate.
- Internet addresses.
 - Dial-in Server: 626-0300, -1200, -2400, -4800, -9600
 - At 9600 Telecomm supports V.32 and MNP level 5 error correction.
 - On campus ADI-100 and ITE setups use 626-2400.
- LUMINA: 300/1200/2400 625-6009
- V.32 4-7539
- Telnet & tn3270 _____ PUBINFO.AIS.UMN.EDU
- E-mail and Internet Service and Servers, Twin Cities
MAROON.TC.UMN.EDU GOLD.TC.UMN.EDU
- Gopher, alternate access (log in as gopher)
300, 1200, 2400, 9600 see Dial-in Server
- _____ CONSULTANT.MICRO.UMN.EDU
- Consulting via E-mail: low priority Central System ques
Format _____ CONSULT@MACHINE.NAME.UMN.EDU
- AIS SecureID V.32 626-1061
- 300/1200/2400 6-7770
- tn3270 & Telnet _____ ADMIN.AIS.UMN.EDU
- EPX, NVE (includes MEDLINE), UZ, VX, VZ
300, 1200, 2400, 9600 see Dial-in Server
- EPX or UZ or VX or VZ or NVE.CIS.UMN.EDU
- EPX, NVE: 300/1200/2400 625-1445
- up to 19.2 campus data phone 3-2400
- VM1 (IBM/CMS) at 7-1-even
9600 624-3668
- 1200/2400 & <19.2 campus data phone .. 4-4220
- _____ VM1.SPCS.UMN.EDU

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