



# LIBRARY

Empowering our students to imagine, discover, & connect.

409K  
E-Books

41K  
E-Journals

42K  
Streaming Videos

208  
Library Guides

41  
Video Tutorials

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## WELCOME TO SPRING

It’s (finally) a new year! While our Fall newsletter focuses on the previous year’s usage, statistics, & services, our Spring newsletter is a more casual reminder of the current status of resources & services.

If you haven’t visited the Library’s section of the new College website, check it out! The homepage gives you direct access to most of the resources you’ll find in this newsletter, whether you’re hoping to “Start Your Research”, “Find Resources”, “Explore Services”, “Get Research Help”, or to stay current on “Library News”. That last one will also connect you with all of the Library’s past newsletters, including the [December 2020](#) issue, as well as the feed from the [Library’s Updates Blog](#).

While you’re on the website, we recommend you also peruse our sub-pages for easy access to our “Hours”, “Policies”, answers to “Frequently Asked Questions”, & “Research Tips”. And, if you need help, be sure to click the “Ask a Librarian” page to ask us directly. We’re here for you!

# VIRTUAL RESEARCH HELP

## Spring Workshops

The Library's virtual workshops resumed February 3, 2021! Four general sessions on Finding Articles will be offered every Tuesday & Thursday at 10:00 a.m. & 6:00 p.m. Additional sessions will be offered on different days throughout the semester, so be sure to check out the [Workshop Calendar](#) to learn dates/times of other fun topics being covered.

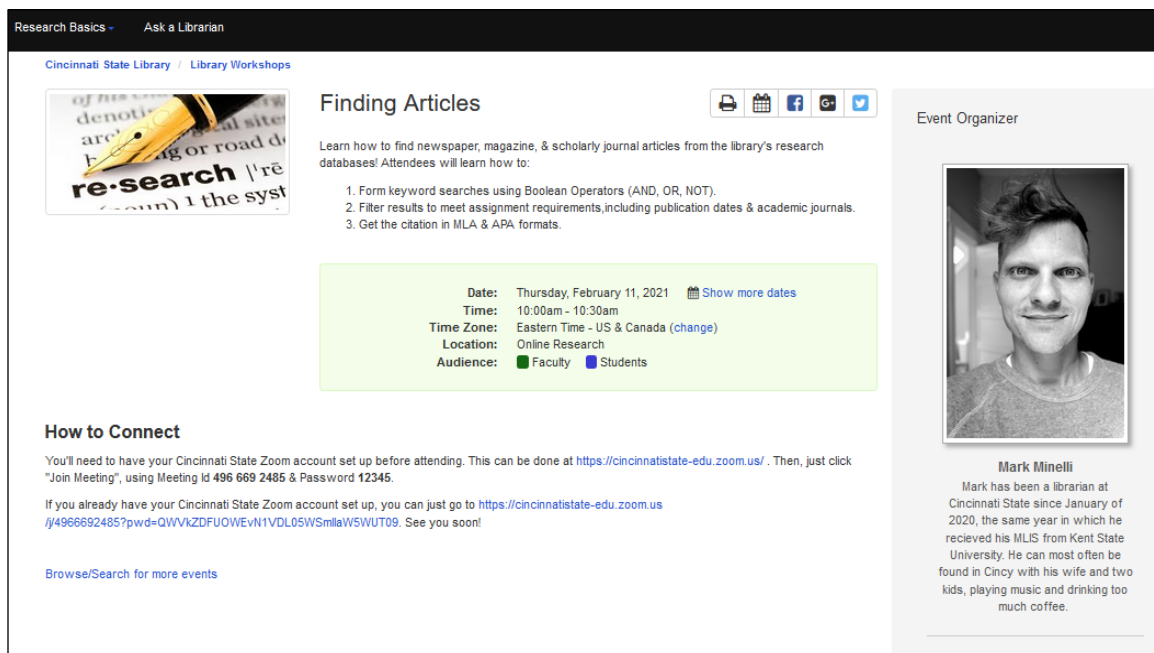
Sessions typically start with 15 minutes of demonstration, followed by optional "open lab" time so attendees may try finding resources while a librarian is "right there" to help. No registration is required, but attendees must be logged into their Cincinnati State Zoom account for access. Links and complete connection instructions are included with each session's event information.

Cincinnati State librarians hosted 64 of these open workshops during Fall 2020, 28 of which supported students during the last two weeks of the semester. The number of attendees is less impressive, so we will just pretend that we are unable to pull that data right now.

## FINDING ARTICLES

Tuesdays & Thursdays

at  
10:00 a.m.  
&  
6:00 p.m.



The screenshot shows a library website page for an event titled "Finding Articles". The page includes a header with "Research Basics" and "Ask a Librarian", a breadcrumb trail "Cincinnati State Library / Library Workshops", and a featured image of a fountain pen. The event description states: "Learn how to find newspaper, magazine, & scholarly journal articles from the library's research databases! Attendees will learn how to:" followed by three numbered steps: 1. Form keyword searches using Boolean Operators (AND, OR, NOT), 2. Filter results to meet assignment requirements, including publication dates & academic journals, and 3. Get the citation in MLA & APA formats. A green box displays event details: Date: Thursday, February 11, 2021 (with a "Show more dates" link), Time: 10:00am - 10:30am, Time Zone: Eastern Time - US & Canada (with a "change" link), Location: Online Research, and Audience: Faculty (checked) and Students. Below this is a "How to Connect" section with instructions on how to join via Zoom, including a meeting ID and password. A "Browse/Search for more events" link is also present. On the right side, there is an "Event Organizer" section featuring a photo of Mark Minelli and a short biography: "Mark has been a librarian at Cincinnati State since January of 2020, the same year in which he received his MLIS from Kent State University. He can most often be found in Cincy with his wife and two kids, playing music and drinking too much coffee."

# VIRTUAL RESEARCH HELP

## Research Appointments

**Zoom One-on-One with a Librarian:** It's easy to use our online appointment scheduler to find a day & time to meet with a librarian for help completing research assignments! Web prompts “walk” students through selecting a date & time, then they will be prompted to include details about their topic & assignment requirements. Once the web form is complete, an email confirmation is immediately sent that includes information about their librarian & a link to the Zoom meeting. Appointment settings are configured with the following conditions:

- Appointments must be made 24 hours in advance & may be made up to 2 weeks ahead of time.
- Scheduling and confirmations require use of a Cincinnati State email account.

Links to the online appointment scheduler are featured throughout the Library's web resources, making it easier than ever to get connected. Feel free to give it a try! We just ask that you remember to cancel the appointment if you are not going to actually attend.

The screenshot shows the 'Cincinnati State LIBRARY' logo at the top left, with the tagline 'Empowering our students to imagine, discover, & connect.' Below the logo is a navigation bar with links for 'Library Guides', 'Library Information', 'Research Basics', and 'Ask a Librarian'. The main content area is titled 'Cincinnati State Library / Appointments' and 'Make an Appointment - Virtual Zoom Appointment'. It is divided into three sections: 1. Select a staff member: 'Virtual Research Help Appointment (30 minutes)' with radio buttons for 'No preference', 'Librarian 1', 'Librarian 2', and 'Librarian 3'. 2. Select Date: A calendar for February 2021 with the 15th selected. 3. Select Time: A grid of time slots from 9:30am to 8:30pm, with 9:30am selected. A 'Continue' button is at the bottom right. The footer includes 'Powered by Springshare. All rights reserved.', 'Report a tech support issue.', 'Login to LibApps', and a language dropdown menu set to 'English'.

# VIRTUAL RESEARCH HELP

## IM, Text, Phone, Email

Need to get ahold of us? We're here for you & your students in whatever modality pleases you!

**Embedded Chat Widgets:** Yes, it is a real, breathing human on the other end of that Library chat, & it's even a Cincinnati State Library employee! We've been providing synchronous virtual help to our college community via instant message for over 9 years, but it has never been as crucial as this past year! Our embedded widgets & pop-out chat links may be found anywhere there is a link to "Ask a Librarian" or "Getting Help" in our web resources.

**Proactive Chat Widgets:** In the first two weeks of the Spring semester, 11 of our 18 chats came from proactive chat widgets that we recently added across all of our library guides & inside EBSCO databases. The latter started causing some interference with other database pop-ups (e.g. the "Choose Databases" screen) so it is currently disabled while we work on a fix, but we are hoping to have it added back in ASAP as its early and frequent usage demonstrates its value to our student researchers.

**Text:** Questions texted to us are routed through our instant messaging queue, making it easy for us to provide guidance, without providing our cell phone numbers. Texts sent after Virtual Help Hours (e.g. 3:00 a.m.) receive automated replies & are then answered by a human the next business day.

**Main Library Phone Line:** We still receive a fair amount of traffic to the Library's main number, even though that phone is sitting all alone on a dusty shelf in Main. Our Evening Circulation Supervisor checks in daily to respond to voicemails from that line, but it is important that callers clearly speak their name and phone number so that their calls can be returned.

**Library Email:** You'll find contact information for individual Library employees on the "Ask a Librarian" page of the College website, but you may also just email [library@cincinnatiastate.edu](mailto:library@cincinnatiastate.edu) for general circulation or research assistance. Emails sent to that address are distributed to all Library personnel, thereby taking away any guesswork about the best contact person & building suspense of who shall respond the fastest.

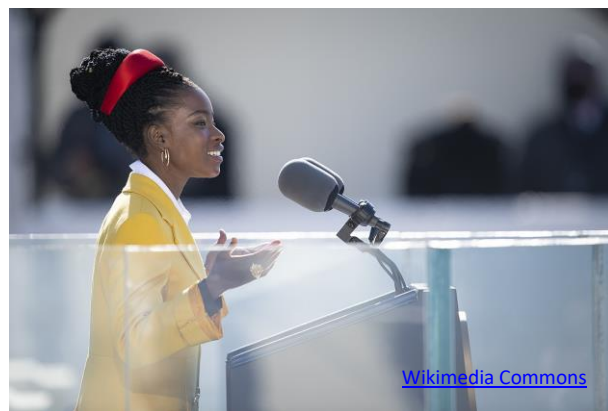


# SPRING BOOK CLUB

## Come Together with a Good Book (or Poem)

We all need something to look forward to, so how about a good read & social time with a likeable librarian? Join Jordan Breeze (formerly Curtis) each month for an engaging & lighthearted literature discussion, or you can ask her about her *Catcher in the Rye* tattoo. Seriously, she's that cool.

- **February 25, 1:00 pm: Jane Austen's *Pride and Prejudice*.** We're kicking off the spring semester with this witty & romantic classic so everyone may enjoy St. Valentine's spirit all month long. Full-text is available from our [EBSCO e-Books](#) collection.
- **March 25, 1:00 pm: J.M. Barrie's *Peter Pan*.** Anyone looking for some hope & childlike wonder is sure to find inspiration in this classic. Never doubt that you can fly!
- **April 22, 1:00 pm: Amanda Gorman's Inaugural Poem, *The Hill We Climb*.** April is National Poetry Month & we cannot think of any better way to observe it than by delving deeper into this national treasure. Mark your calendars now so you don't miss this special Book Club event!



Visit the Library's Book Club Guide <https://library.cincinnati.edu/bookclub> to find links to electronic versions, video clips, reviews, see a list of all past features, & to make recommendations for future picks. You'll also find connection instructions, which are most helpful for a virtual discussion.

Questions or comments? Contact Jordan at [Jordan.curtis@cincinnati.edu](mailto:Jordan.curtis@cincinnati.edu).

Visit the Library Book Club Guide at  
<https://library.cincinnati.edu/bookclub>

# BOOK NEWS

## Book Drop: You May Finally Return Your Library Items!

If you still have items checked out on your Cincinnati State Library account, you can now return them to our book drop, located outside of the Health & Public Safety divisional office on the 3<sup>rd</sup> floor of the Health Professions Building (HPB). If you can't return them yet, that is OK, too! Items that came due after the physical Library closed on March 19, 2020 are not due back until **May 7, 2021**. Library staff is only emptying the bin once a week & items must then be quarantined before processing, so it may take up to two weeks to see your returns taken off of your account.



In addition to emailing all faculty, staff, and expired students with items checked out, the Library did extra outreach by calling (or attempting to call) expired students that were not likely monitoring their Cincinnati State email anymore. Since due dates are extended until May & the College is still trying to avoid unnecessary foot traffic, the Circulation staff is waiting until later in the semester to contact current students about the book drop's location.

## Book Purchases: Not Quite Yet

The Library is still in "hold" mode in regards to purchasing new physical items for the collection, with the exception of items needed for upcoming accreditations (i.e. Occupational Therapy Assistant). While we would love to resume purchasing, it seems prudent to wait until borrowing is also resumed. In the meantime, please continue to send any/all purchase recommendations to [Kathleen.pickens@cincinnatiastate](mailto:Kathleen.pickens@cincinnatiastate) for future consideration.

As a reminder, physical items are currently "suppressed" in BLINK, the Library's catalog, in order to make it easier for students to browse items that are accessible electronically. This little trick resolved the issue of our most frequently-asked chat question from March to June: "How do I open <insert name of print book> online?".

# LIBRARY INSTRUCTION

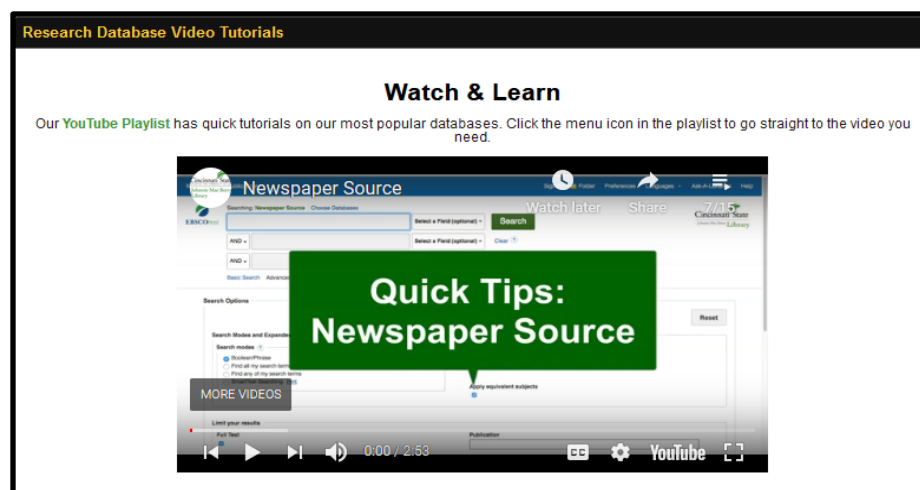
## Good News for Synchronous (LIVW) Classes

Do you have an assignment with an academic research component? Does your class have a set meeting day/time each week (LIVW)? If so, you are now able to request a library instruction session that takes place during your regularly scheduled class time.

- \*Requests must be made at least 2 weeks in advance.
- Availability is limited to Mon-Thurs, from 9:00 am to 6:30 pm (7:00 end time).
- A copy of your assignment, or a detailed description of assignment requirements, should accompany your request.
- Email your preferred day/time & your “2<sup>nd</sup> choice” to [Kathleen.pickens@cincinnati.state.edu](mailto:Kathleen.pickens@cincinnati.state.edu).
- Once a day/time is confirmed, you will need to add the assigned librarian to your online classroom for that session so that they may share their screen (depends on your settings) & you will also need to share how to connect to your online classroom.

Unlike our f2f sessions, our virtual instruction will only take about ½ hour, depending on the types of required resources & student engagement. Coincidentally, this is about how long students (& faculty) can stay awake without us entertaining them with bad dance moves.

*\*Librarians set their availability for one-on-one research appointments 2 weeks in advance, so we are unable to be as flexible with this requirement as we have been in the f2f past. Please refer your students to the open [Library Workshops](#) & our collection of video tutorials from our [YouTube Playlists](#) for more immediate research guidance.*



# VIRTUAL RESEARCH

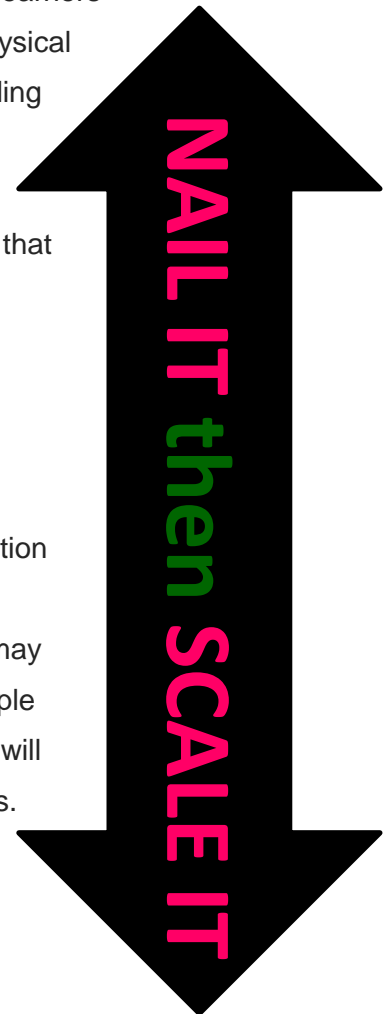
## Creating Sustainable Services

Historically, the Library juggled providing f2f research assistance with serving off-campus & online learners by creating asynchronous learning tools, including our extensive Library Guides and resource-specific video tutorials, & by offering synchronous help options via instant message or phone. This was a manageable approach to serving distance learners while also being available to provide spontaneous help to visitors of the physical Library, whose needs are immediate & unpredictable when it comes to finding books, formatting Word, or printing papers.

As we sought to expand our virtual services to serve a College community that was almost entirely online, we also had to identify practices that would be sustainable once we returned to on-campus service. Quite simply, if it was critical enough to offer *now* to our online learners, we needed to be able to continue to offer it to them later, when we would also be doing f2f.

The pandemic provided more than just an opportunity to explore our collection of loungewear; it gave us an opportunity to research, trial, and revise sustainable approaches to serving our online learners into the future. We may not be able to offer four open workshops each week, but we will offer multiple sessions each semester. Our availability for virtual research appointments will be more limited, but the option will still be there for our off-campus students. And, we may not be able to offer synchronous virtual instruction for classes throughout the semester, but we can block a few weeks to give College Credit Plus, satellite locations, & any lingering LIVW classes an opportunity to schedule a Zoom session.

Once the woes of Main Building are quelled & we start (re)incorporating our traditional resources & services into the fold, we can assure you that we will continue to explore options, adapt to the environment, & scale up/down as needed to meet users' needs. We may try some new approaches, & we may have to sacrifice some old ones in order to divert our limited staffing towards other efforts. But, our loungewear? That may take a while to phase out.





# MEET YOUR LIBRARY STAFF

## Administration



Myra Justus  
Interim Director

## Technical Services



Tracey Stivers, Faculty Librarian  
Coordinator of Technical Services

Archives, Cataloging, Database Control



Karen Douglas  
Acquisitions

## Information Services



Kathleen Pickens, Faculty Librarian  
Coordinator of Information Services

Collection Development, Instruction, Reference,  
Web & Multimedia

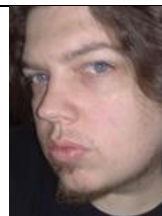


Also Myra Justus  
Coordinator of Circulation Services

Circulation, Reserves, OhioLINK Contact



Jordan Breeze, Adjunct Librarian  
P/T Reference/Instruction



Don Vernatter  
Circulation Assistant



Mark Minelli, Adjunct Librarian  
P/T Reference/Instruction



Bethany Spencer  
Evening Supervisor

Evening Circulation, Interlibrary Loan, OhioLINK Contact