

TECH TALK

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President's Message!

Our *Annual Dinner Meeting* was held March 26, 1997 at the *Da Vinci Centre* and record crowds attended! The *Executive* of OALT\ABO for 1997-98 was elected with one new member joining our team. The Executive welcomes *Georgina Harron* as treasurer and we look forward to her presence at our planning meetings. *Valerie Welsch* is leaving our Executive to spend more time at her position of *Secretary* at the Provincial level. We will miss Valerie's input at our meetings and I have invited her to attend anytime she has a chance.

The *OALT\ABO Thunder Bay Branch academic award* was presented to *Kelly Maheu* a very worthy recipient. Kelly attended our Annual Dinner Meeting to accept her award. Good luck to Kelly in her future endeavors.

Valerie Welsch and *Judy Sennett* attended the *Provincial Conference* held in Toronto in May. Valerie presented the finished product of the OALT\ABO *information fact sheet* and *brochure* which were well received. Special thanks to *Heather Houston*, our graphic artist at the I.M.C. who put it all together and produced very professional documents.

Exciting new times are ahead for the elementary libraries at the *Lakehead Board of Education*. Positions for *Information Services Technicians* have been posted and the selection is presently underway. This is a giant step forward for library technicians and a great opportunity for us to show the world what we can do.

The *Executive* has a tentative schedule for workshops and meetings set for the upcoming year and we'll keep you posted. Until then have a safe and restful summer!

Carol Young

Provincial Report



THE PROVINCIAL BOARD MEETING- REPORT -- April 5, 1997

The last meeting of the year of the provincial board and executive of OALT\ABO was held on Saturday, April 5, 1997 at the beautiful *North York Library*. With *Teresa Kennedy* leaving the board next year we lose our meeting site at her employer *Weir and Foulds*. The *North York* site proved to be popular and more convenient so will be used next year.

There were a few key figures missing at this meeting, however, we managed to carry on. The *traveling workshop* that the *Ottawa region* is pulling together hit a snag in that many regions do not support *Marsha Hunt* as a speaker since she has often spoke at our conferences and they would like to see someone new. New ideas for workshops were discussed and all ideas will be considered by *Ottawa region*.

The *brochure* and *information sheet* as laid out by *Heather Houston* of the *Lakehead Board* was finalized and the printing will be done here as soon as possible and distributed to each region.

The *nominating committee* for the *provincial executive* has almost a full slate for the Annual Business Meeting.

Susan Bourdeau has been working hard on the *new membership directory* that has been made more difficult because the membership database has not been kept up to date. It will be distributed at the conference. The *membership database* should be in good shape from here on because of regional responsibility and a new membership person to work with the treasurer. This Board has been very easy to work with and I know that *Valerie Barten* will do a great job for our region next year.

Submitted by Catherine Walsh



**THINK MEMBERSHIP RENEWAL
OVER THE SUMMER!!**
Just a gentle reminder that all fees are due October 31st.

<u>Membership Fees:</u>	
Graduate	\$60.00
Student	\$15.00
Senior	\$15.00
Associate	\$40.00
Institutional	\$82.00
Unemployed	\$30.00



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FROM THE HALLS OF LEARNING

Congratulations to all 1997 graduates!

Jane Arthur, Jim Bleishwitz, Lori Fullenkamp, Georgina Harron, Kelly Maheu, Charlene Maki, Marsha Porter, Antia Smith, and Sharon Whitehead

Kelly Maheu was the recipient of the *Dean Braun Medal* as well as the *OALT/ABO award*.

Best wishes and Good luck with your future endeavors. Remember to keep in touch with your local association from time to time. We are always interested in what happens to each and every one of you.

all regions of the organization and is well done with lots of information about OALT/ABO and library technicians. The address is <http://www.interlog.com/~oaltabo/>. Pay a visit and if you have any suggestions there is the opportunity to give feedback to the Webmaster.

The Regions are responsible for keeping their local information up to date and relevant. The possibility of creating a ListServe of Forum has been referred to the Internet Committee. The directory, which was supposed to be ready at the conference was delayed because of problems at the printer. The directory will be mailed out to all members as soon as it is available.

The Annual Business Meeting was a breeze this year. A new executive was in place in record time: President- Penni Lee, Vice - President -Naci Abbondanza, Secretary - Valerie Welsch, Treasurer - Chris Carmichae, Public Relations - William Land, Newsletter Editor - Lee Ann Greck, Archivist - Janet Scheibler, Membership - Janet Iles, Ex Officio - Susan Bourdeau.

Next year's conference promises to be a very special one - our 25th and will be held in London May 22-24, 1998.

The provincial board meetings for next year will be on September 20, November 15, February 21 and April 4. Valerie Barten is now our regional director and will be attending these meetings.

Workshop Reports

Submitted by Valerie Welsch

1. CD-ROMS and Folioviews

Marla Sterritt, Chief Librarian at Davis, Ward & Beck presented this workshop on Folioviews. She has designed a 28 page booklet to help lawyers where she works, understand how to get the required information off the CD-ROMs. Marla explained that there is not yet a standard for the way information is organized and presented on a CD-ROM but most companies

are leaning to folioviews -- especially here in Canada. Although Marla has given permission to reproduce her booklet, I will only include the pages on "Boolean" operators.

Performing a Query

The following Boolean operators are available for use:

QUERY	EXAMPLE	EXPLANATION
Single Word	communication	Finds all records which contain the word "communication".
Phrase	"fiduciary duty"	Finds all records which contain the phrase "fiduciary duty".
And	butterfly rollover butterfly & rollover butterfly and rollover	Finds all records which contain BOTH "butterfly" and "rollover".
Or	director officer director or officer	Finds all records which contain EITHER "director" or "officer".
Multiple Word	duty and director or officer	Queries may contain more than two search terms.
Precedence	(duty and director) or officer	Grouping search terms with parentheses changes the order Folio Views evaluates a query and makes the query easier to understand.
Not	sex not harassment sex ^ harassment	Finds all records which contain the word "sex" but does NOT contain "harassment".
Exclusive Or	assault ~ battery assault xor battery	Finds all records which contain either "assault" or "battery" but which do NOT contain both.
Wildcard	wom?n fiducia*	Finds all words which begin with the pattern "wom" followed by any single letter, and which ends with the pattern "n". Finds all words which begin with the pattern "fiduciar". Will find words such as "fiduciary" and "fiduciaries".
Ordered Proximity	"director duty"/10	Only registers a hit if "director" is found within 10 words in front of "duty".
Unordered Proximity	"director duty"@10	Only registers a hit if "director" is found within 10 words of "duty" (either in front or behind)
Stem	bring%	Finds all words which have "bring" as a stem (or root). Will find words such as "bring", "brings", "bringing" and "brought".
Thesaurus	fast\$	Finds all words which are synonyms for "fast". will find words such as "quick" and "speedy".
Scopes	[Note<query>] [Popup<query>] [Highlighter<name>:<query>] [Field<name>:<query>] [Group<name>:<query>]	See the product manual. Most scope searches are performed using templates. This search feature has been replaced by query templates.

Rules of Precedence

- NOT is evaluated before OR
- OR is evaluated before Exclusive OR
- Exclusive OR is evaluated before AND

Keyword Searches

- Type as many keywords as necessary to perform your search
- Start with broad terms first then add more specific terms
- There are NO AUTOMATIC PLURAL searches. Each variation of a word must be specified or truncated. e.g. child or childs or children

Phrase Searches

- Use quotation marks (“”) before and after keywords to perform a phrase search
- Phrase searching takes more time to process
- Example: “mens rea”

2. Marketing Yourself

“Chips” Klein, Business Consultant of *Chipco Canada* presented this workshop. Chips invented a purse mirror and after attending several gatherings marketing herself and her product, she found her niche and started her new company - on *“how to market yourself”*. She presented her technique which she says can be honed until it becomes a skill.

Subject	- What am I talking about
Need	- Know why your audience needs what you have to offer
Idea	- how will my idea assist target audience
Benefits	- how can target audience benefit
Evidence	- experience -give credential - analogy -keep general - expert e.g. -Gretzky advertising skates vs. Coke - example -more specific to target audience - statistics -don't overwhelm - fact -something you believe to be true
Conclusion	- short succinct summary
Action	- Give me a call. When Can I expect a decision. Take responsibility for the action

3. Copyright

Dr. Francoise Hebert presented this workshop. I just had the pleasure of watching her in a copyright video conference at *Confederation College*. Three questions on copyright has arisen at work just after the video conference so I was ecstatic to chat with Canada's leading authority on copyright as to exactly what *The Lakehead Board of Education* should be doing in each of these situations. Actually, thanks to Cancopy I only have compile the titles/authors and write one letter.

<http://www.mcgrawhill.ca/copyrightlaw> will give you information from and about *Canadian Copyright Law* by Lesley Ellen Harris and <http://canada.justice.gc.ca> will give you the full text of the Canadian Copyright Act.

OALT/ABO ROUNDTABLE DISCUSSION
May 9, 1997

What would you like OALT/ABO to do for you?

- * more professional development
- * advanced HTML or JAVA
- * supervision of management
- * webmaster
- * intranet
- * increase knowledge of online services
- * negotiating discounts for training
- * increase presence at other library organizations
- * statement of ethics & standards
- * newsletter editors getting together
- * listserv

What would you like to see change or continue?

- * increase member support & participation
- * presentations at Colleges
- * attendance at workshops in other regions
- * update job descriptions for executive
- * distance education
- * regions need to work together/share

INTERNET ADDRESSES
for Mega Search Tools:

(They allow you to search several engines at once)

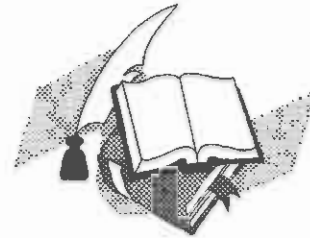
MetaCrawler	http://www.metacrawler.com
All-In-One	http://www.albany.net/allinone
E-Z Find	http://www.theriver.com/
Internet Sleuth	http://www.isleuth.com/
Search.com	http://www.search.com
Metasearch	http://metasearch.com



Jodi Cataldo will be working at V.B. Cook with Judy Sennett for the next 6 months or so. She will doing data entry on In Magic. Good Luck Jodi.

Rumor has it that Karen Cocks & husband Ken will be up to their eyeballs in sawdust this summer. They are building a new home.

Yours for the asking: The Canadian Trade Index 1996 and Fraser's Canadian Trade Directory 1996. Please contact Judy Sennett at 625-6713 if you are interested in obtaining these reference tools.



***For Your Summer Reading
Pleasure***

(The Globe & Mail's National Bestseller List)

FICTION

1. **The Partner/John Grisham**
2. **The Ranch/Daniel Steel**
3. **Fugitive Places/Anne Michaels**
4. **Dust to Dust/Timothy Findley**
5. **The Celestine Prophecy/James Redfield**
6. **Fall on Your Knees/Ann-Marie MacDonald**
7. **The Tenth Insight/James Redfield**
8. **Evening Class/Maeve Binchy**
9. **London/Edward Rutherfurd**
10. **Alice Grace/Margaret Atwood**

NON-FICTION

1. **Boom Bust & Echo/David K. Foot**
2. **Angela's Ashes/Frank McCourt**
3. **Into Thin Air/Jon Krakauer**
4. **Without a Doubt/Marcia Clark**
5. **Scapegoat/Peter Worthington**
6. **The Unconscious Civilization/John Ralston Saul**
7. **Just As I Am/Billy Graham**
8. **Mondo Canuck/Geoff Pevere & Greg Dymond**
9. **The Pig and the Python/David Cork**
10. **Underboss/Peter Maas**

Keep our newest feature column Book Talk in mind while you are having a good read this summer ... and while you are at it ... why not write a little book report for our up and coming publications of Tech Talk. Yes ... it's that easy. Your Newsletter editors will be ever so gratefull!

**Have a great summer ...
See you in September!**