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WebJunction Offering Office 2010 Course

Is your library upgrading to Microsoft Office 2010? If so, then WebJunction  Indiana, the library community's portal to professional development opportunities, certification details, statewide service updates, job listings, and more, is offering a **new course** just for you. Explore key new features and enhancements in the Office 2010 releases of Word, Excel, PowerPoint, and Access. Topics covered include Office Backstage, Live Preview Paste, Sparklines, Slicers, graphic and video creation and editing tools, PowerPoint Broadcast Service, screenshot capture and clipping tools, Web Apps and Office Mobile. This one-hour course is sure to save time and eliminate confusion as you make the switch. This course normally costs \$40, but like all WebJunction courses, it has been pre-purchased by the State Library and is available free to Indiana library professionals.

In addition to the new Office 2010 course, WebJunction offers courses on everything from library administration to software proficiency and from web & graphic design to human resource management. WebJunction courses are self-paced, making it easy to find time to complete coursework whether at home or work. If you are not a WebJunction Indiana community member, register for free at in.webjunction.org. If you have not registered for a WebJunction course in the past and would like to enroll, all you need to do is fill out this **form** to request the authorization code. With this code, you can register for the course by entering the required information.

Visit the [WebJunction Indiana course catalog](#) for complete instructions, rules and requirements for signing up and earning LEUs for WebJunction courses.

Thousands of eBooks Available through INSPIRE

 Indiana libraries can instantly boost their professional development collections by adding Indiana's shared eBook collection to their library catalogs. The collection's strengths include professional development resources that offer insight into writing effective **resumes**, learning simple and advanced computer skills and career guidance, job effectiveness strategies, and other information designed to help Hoosiers prepare and succeed in the job market. The collection also contains extensive medical and personal health holdings from topics on diet and weight loss to information of all aspects of physical and mental health. A **complete listing** of collection titles is available online.

NetLibrary has a detailed [interactive online tutorial](#) on how to utilize eBooks and tips to maximize the eBook reading experience. NetLibrary also enables users to [create a personal NetLibrary](#)

ISL Service & Training Survey Closes 11/15

Thank you to the hundreds of individuals who have taken time to complete the **Customer Service and Training Needs Assessment Survey**. The State Library is conducting this survey to assess your satisfaction with its programs and services, and gather input on your current training needs.

If you have not done so already, please take a moment to complete this **brief survey**.

UPCOMING EVENTS & WORKSHOPS

Bookkeeping & Annual Report Workshop

When: Wednesday, Nov. 10
10:30 AM-4:00 PM

Where: [Multiple Locations](#)

ILF Welcome & New Member Reception

When: Monday, Nov. 15
6:00-9:00 PM

Where: Rock Bottom Brewery - Downtown Indianapolis

ILF Annual Conference

When: November 15-17
Where: Indy Convention Center

Bookkeeping & Annual Report

[Furniture donation boosts Walkerton library](#)
[Terre Haute Tribune Star Library workers facing higher insurance costs next year](#)

Your library making news?

Email your news for inclusion in *The Wednesday Word*.

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account that enables them to create bookmarks, add personal notes, and customize their search preferences. A personal account enables the user to go directly to their current eBook from any computer (within Indiana) with Internet access.

Indiana's shared eBook collection MARC records are available to Indiana Libraries upon request. Please email inspire@library.in.gov with the subject line "NetLibrary MARC Records". Please also include the external IP ranges for direct access to patrons visiting the library and accessing eBooks from your OPAC.

Submit Your Thanksgiving Story and Win \$100

The Indiana Humanities Council is  seeking your best Thanksgiving stories for [Stories](#) a chance to win a Thanksgiving Dinner (\$100 in groceries), courtesy of Indiana's Family of Farmers.

Entrants must **submit an online response** (recipes encouraged!) to ONE of the following questions by Friday, Nov. 19:

- What does your family cook outside of the typical Thanksgiving meal, and why do you celebrate this food tradition?
- Why are you thankful for your Thanksgiving meal?
- Share a memory about a Thanksgiving meal disaster.

The Council will draw two winners and give them \$100 towards a Thanksgiving meal. And, you can submit the same story to WFYI's **Spirited Chase** for a chance to have your story read on air.

Workshop

When: Thursday, Nov. 18
 10:30 AM -4:00 PM

Where: [Multiple Locations](#)

Fall Institutional Library Workshop

When: Monday, Nov. 22

9:15 AM - 3:15 PM

Where: Indiana State Library

State Library Closed for Thanksgiving

When: Thursday, Nov. 25 -
 Sunday, November 28

Evergreen Indiana Circulation Training

When: Thursday, Dec. 2

9:00 AM - 1:00 PM

Where: Indiana State Library

Evergreen Admin/ Reports Training

When: Wednesday, Dec. 8

10:00 AM - Noon

Where: Indiana State Library

Evergreen Indiana Introduction Cataloging

When: Wednesday, Dec. 8

1:00 PM - 4:00 PM

Where: Indiana State Library

View more LEU opportunities from LYRASIS & WJ-IN

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