

Reminder About Law Library Food and Drink Policy



Our policy for food and drink was relaxed last year to allow in small snacks. We want you to be as comfortable as possible in the library during your long hours of study.

Unfortunately we are continuing to have problems with people bringing in meals and other potentially messy foods. **These items are not allowed.** Foods with strong odors and messy food can bother people around you, leave a mess, and/or attract bugs. The goal of the food and drink policy is to make this a more comfortable library for research and study, not to turn it into a cafeteria.

If we cannot make our current (and still experimental) food and drink policy work, we may need to return to the old policy, which was very strict: no food at all allowed in the library and beverages only in approved containers. We will review this policy over the next few months in preparation for the next academic year.

In the meantime, **please** do not bring meals or messy foods into the library. If you are asked to remove food that should not be in the library, please do so promptly.

Please see "Director's Corner" on page two for more information about this issue.



EASTER RECESS LAW LIBRARY HOURS

▶▶▶ Date ◀◀◀	▶▶▶ Hours ◀◀◀
Thursday April 17	8:00 am - 1:00 am
Friday, April 18 Good Friday (university holiday)	9:00 am - 2:00 pm
Saturday April 19	CLOSED
Sunday April 20 Easter Sunday	CLOSED
Monday April 21 Easter Monday (university holiday)	2:00 pm - 1:00 am



Most of the Ohio Northern University campus will be closed over the Easter Break, which runs from Friday April 18 to Monday April 21. Both Friday and Monday are official University Holidays.

The Law Library will be **open half day on Good Friday**. We will also be **closed on Saturday** and on **Easter Sunday**. We will reopen on Easter Monday with reduced hours.



Librarians

Nancy A. Armstrong,
Director of the
Law Library

Eric W. Kistler,
Information
Technology
Librarian

Steven R. Miller,
Public Services
Librarian

Marcia K. Siebesma,
Head of
Technical
Services



Law Library Staff

Paula Butler,
Bindery, Serials
Processing, &
Circulation
(Saturdays)

Gayla Holford,
Library
Administration

Gale Miller,
Acquisitions
Manager

Gloria Mullins,
Serials &
Periodicals
Processing

Judy Podlesnik,
Circulation
(Days)

Linda Bradford-Siehl,
Circulation
(Nights &
Sundays)



News from the World of Law Computing

We experienced some printer troubles over the past few weeks, and the library is glad to report that all printers in the computer lab are functioning as they should. We maintain multiple printers in the lab so that there will be backup in the event one needs repair. Unfortunately, we experienced a rare circumstance where all printers were in need of repair at the same time. We appreciate your patience as we endured a few rough couple of days.

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Good news for resume printing . . . Stay tuned for improvements that are in the works for printing your resumes next Fall. We are working with Career Strategies to provide better options.

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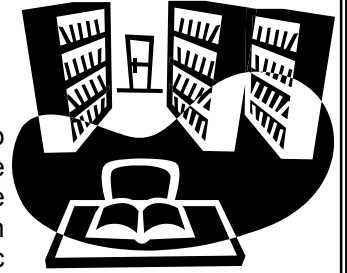
Protect Your Data . . . Even though you have heard this before, it bears repeating. The editor of this newsletter recently read this in a technology publication:

“No matter how careful you are, sooner or later something bad **will** happen to your hardware or software – not “might happen” or “possibly will happen” – something bad definitely **will** happen. It may be an accidental deletion of something important through user error, it may be a software problem or a hardware failure. Regardless, it’s a 100% certainty that sooner or later you’re going to lose important data.”

This is why it is so important to regularly back up your files. Here are a few tips to help prevent data loss.

- Save important documents on your ONU network “H:” drive. Even if you delete the file, the “~snapshot” folder contains a backup copy of everything on your “H:” drive for one week. Even if you deleted something more than one week ago, the campus IT department also runs tape backup of the servers and may very well be able to retrieve older files, or an earlier version of a lost document.
- If your personal computer has a CD-R drive, learn how to use it and copy your documents to a CD on a regular basis. If you do not have a CD-R drive, copy to a zip disk (zip drives are available on each computer in the computer lab). Failing that, even copying to 3.5” floppy disks is better than not backing up at all.
- **Make sure your virus definitions are up to date.** If history teaches us anything, each Spring someone in the dark world of nefarious computer programmers releases a virus that spreads quickly and causes a great deal of damage. Norton Antivirus is made available to you by the campus IT department, available for download at the “SOFTWARE” link at <http://www.it.onu.edu/>.

Law Library Director’s Corner



Last week we asked two students to remove some inappropriate food from the law library. We were met with disbelief and sarcastic mockery by one student and intense hostility and criticism of library staff by the other.

As most of you know, over the past year we relaxed the food and drink policy greatly to allow drinks and small snacks to make studying more comfortable for you.

But – our policy has *never* allowed meals, messy foods, or items that might bother others trying to study, like foods that carry a strong odor. The policy is printed in the law library guide, which is distributed to all students and available at the library entrance. The policy has also been highlighted in prior newsletters and at the suggestion box. Signs will now be posted as reminders. I am sorry for any confusion about this.

As the person who specifically changed this policy to benefit students, I am quite surprised by — and frankly do not appreciate — hostility and disrespect toward library staff on the very few times that we ask you to remove something. I would urge you to please respect the law library’s policies, which are meant to protect and preserve the library collection and provide a clean, quiet, and pleasant study environment for everyone. If we can’t make this work, we will return to the old policy next year.

- Nancy A. Armstrong
Director of the Law Library

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Six hours in sleep, in law’s grave study six,
Four spend in prayer, the rest on Nature fix.

—Sir Edward Coke
(1552-1634)