



Taggart Law Library Hours

Spring Break 2006

Friday, Feb. 24	8 AM—4:30 PM
Saturday, Feb. 25	CLOSED
Sunday, Feb. 26	CLOSED
Monday, Feb. 27 <i>thru</i>	8 AM—4:30 PM
Friday, March 3	
Saturday, March 4	CLOSED
Sunday, March 5	1 PM—1 AM



Regular hours resume on Monday, March 6

Librarians

Nancy A. Armstrong,
Director of the
Law Library

Marcia K. Siebesma,
Associate Law
Librarian for
Technical
Services

Steven R. Miller,
Collection
Development and
Research Services
Librarian

David J. Fetrow,
Reference Librarian



Law Library Staff

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

Gayla Holford,
Library
Administration

Gale Miller,
Acquisitions
Assistant

Gloria Mullins,
Serials & Periodicals
Processing

Judy Podlesnik,
Circulation
(Days)

Linda Bradford-Siehl,
Circulation
(Nights & Sundays)



Technology Support

Larry Baumgardner,
Technician

Computer Lab Signs Reposted



Signs have been reposted at the entrance to the computer lab showing the hours the lab is open and times when the lab is reserved. We apologize for any confusion about lab availability due to scheduled trainings and/or classes.

A Reminder About Noise...

Recently, we have received several complaints about noise levels in the library. These complaints have come from individuals, groups, and from feedback received by the SBA Academic and Library Affairs Committee. We would like to remind everyone of the library policies on this issue.

First, please remember that **all** areas of the library should be available for work and study. **Please respect those around you who would like a quiet study environment.** If you need to talk in the library, use a reasonable voice that will not disturb others. Make sure that your cell phone is set to silent or vibrate. Please do not hold cell phone conversations in the library. And, if another student or a library staff member asks you to be quiet, please comply with that request promptly and respectfully.



With your help, we can make the library a quieter and more comfortable

Tech Tip: How to Print to the Lab Printers From Your XP Wireless Laptop

The university IT department recently upgraded to a new print server. Because of this change, the print server now has a new name, and you will need to follow the steps below in order to print to one of the printers in the computer lab from your wireless laptop.

- From the Taskbar, click on **Start**, then **Settings**, then **Control Panel**
- In the Control Panel, click on **Printers and Faxes**
- Under **Printer Tasks**, click on **Add a Printer**, which will open the Add a Printer Wizard
- Click **Next** to continue with the wizard
- When the prompt asks you to “**Select the option that describes the printer you want to use,**” choose “**A network printer...**” and click **Next**
- The next prompt will ask “**What printer do you want to connect to?**” Choose the middle option, which says “**Connect to this printer,**” and in the **Name** box, enter one of the following depending on which printer you want to add.

For the printers in the computer lab, enter either:

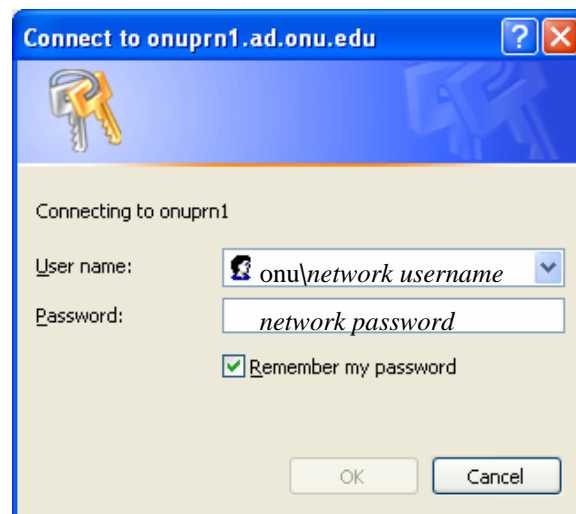
\\onuprn1\ti140f01-prn or \\onuprn1\ti140f02-prn

For the printer in the mini-lab, enter:

\\onuprn1\ti153-prn

Click **Next** after you enter the printer name to continue with the process

- A login screen like the one shown below will now pop up. Under username, type in: **onu\your network username** and under password, type in **your network password**. Then click on **OK**.



- After connecting to the print server (which may take about 30 seconds), a new prompt will appear asking “**Do you want to use this printer as the default printer?**” You can answer either yes or no to this question, although you might want to say no if you have a printer at home. Click **Next** to continue.
- Click **Finish** to complete the process of adding the printer

If you have any questions, contact Larry Baumgardner at (419)772-2842 or by email at l-baumgardner@onu.edu.

