

## Free and Useful Help From Your State Library

Welcome to the first issue of *THE LINK*, a newsletter published by the New Jersey State Library Information Center for state employees. For more than 200 years the State Library has acquired and maintained general and special collections and helped New Jersey state employees find the best information available. Now this newsletter will give you the best tips for finding information on the Internet. We will highlight the library's collections, prompt [services](#) and searching tips. We hope that, as you know more about the State Library, you will remember that, whenever you have a question at work, *you can save time by asking a librarian.* – [Colleen Dazé, Director](#).

### Checkout Recent E-books

We added more than 500 e-books in February. Do you want to update your resume? Take a look at [Gallery of Best Resumes](#) and [Gallery of Best Cover Letters](#). Interested in personal finance? [The Streetwise Investor: Extraordinary Investing for Ordinary People](#) or [Money Mistakes You Can't Afford to Make: How to Solve Common Problems and Improve Your Personal Finances](#) might be just the thing. There are e-books on healthy cooking, fundraising, business, software, travel, literature, health and many, many more topics!

If you haven't already set up an e-book account, don't delay. It's fast, it's easy, and all you need to get started is a [State Library borrower's card](#). There is a form on our web site that will let you create a free e-book account. Go to [www.njstatelib.org/cyberdesk](http://www.njstatelib.org/cyberdesk) and select "Electronic Resources" from the menu on the left of the screen. Click on E-books, then on the [create an account form](#)

### Database Corner

#### New Literature Database

The State Library recently received a grant that allowed us to subscribe to [MagillOnLiterature Plus](#). This database includes critical analyses of individual works of literature, critical essays, plot summaries, character profiles, discussions of settings, essays on genres, biographical information, more than 1,000 images, and a glossary of literary terms.

The grant is from [QandA NJ](#) which connects you with librarians at N.J. libraries around the state who give live online help with your research. To use this service, go to <http://www.qandanj.org>.

### Current Awareness Tip:

#### Academic Search Premier

If you haven't already used [Academic Search Premier](#) you are missing out on a wonderful multidisciplinary database that provides full text for over 4,400 publications covering many academic areas of study, including social sciences, humanities, education, computer sciences, engineering, language, arts, literature, medical sciences, and ethnic studies.

Do you want to keep on top of the current literature? Academic Search Premier allows you to view the contents of individual publications in addition to traditional keyword searching.

Just click on "publications" at the top of the database search screen and type the name of the journal you want to view in the "browse publications" box. Select a title from the list that will be displayed. A list of years appears on the right, which expands into links to individual issues.

You may click on "journal alert" to receive the table of contents via email, for a period ranging from one month to one year, or click on a specific issue to view citations from that issue. If the journal is available in full text, the citation will also include a link to the full text.

If you decide to establish a journal alert, you will be prompted to sign in to "My EBSCOhost" first. My EBSCOhost is a personal account that allows you to save your search results, including persistent links to searches, saved searches, search alerts and journal alerts to your personal folder.

This feature is called "current awareness." If you want to take advantage of it, click on "Sign In to My EBSCOhost." Then click "I'm a new user." Complete and submit the "create a new account" form. The user name and the password that you enter

becomes your key to signing in to “My EBSCOhost” in the future, so don’t forget them!

You do not need to sign in to “My EBSCOhost” to conduct searches or print articles. Sign in only if you want to set up alerts or save items and searches for use the next time you use EBSCOhost.

## Call for State Documents

The New Jersey State Library is the permanent depository and distribution center for New Jersey’s official publications, as established by P.L. 52:14-25.1 and P.L. 52:14-25.2. Our mission is to provide ongoing access and free research assistance to state publications for state workers and for the public.

While the distribution center is still robust (we send out two shipments a month to 59 libraries in and out of state), over the past decade, information technology has changed the way local and state governments conduct business and interact with the public.

Many records and publications that appeared only in print are now available electronically on government web sites.

While this offers tremendous advantages for librarians and the public in terms of ease of access for current materials, it does create challenges in terms of preservation and ensuring access to these materials in the future.

The State Library collects these electronic documents, saves them to a server and prints out a copy when possible. But if, for example, an agency posts a document for a few weeks or months and then removes it, the State Library cannot archive it unless it has been informed, in time, of the document’s existence. If you produce a state document, we would like you to send us notification of its availability. In turn, we can help you promote your agency and its programs by:

- Notifying the depository libraries of the document’s availability via our shipping list;
- Adding the link to our “[N.J. Govt. Web Publications](#)” page;
- Printing, whenever possible, two copies of the document and saving a copy to a permanent URL. This works with .pdf and Word documents but not with databases;
- Cataloging your publication for permanent public access;
- Sending paper copies to depository libraries.

Forward documents to [njdocs@njstatelib.org](mailto:njdocs@njstatelib.org). Please include the URL of the publication along with the title and publication date. Contact Deborah Mercer at 609-292-6294 for more information.

## From the Law Library: Legislative Histories

[Legislative histories](#) are one of the law library’s most heavily used services. A legislative history documents the intent behind the enactment of a law. They are compiled by the law librarians and include the sponsor’s statement, conditional veto message, committee statements, press releases issued by the governor, news clippings, hearings, and reports and any changes in wording during passage. They are available for all enacted laws from 1974 and for selected earlier laws. Legislative histories since 1998 are on our web site at [www.njstatelib.org/NJLH](http://www.njstatelib.org/NJLH).

## Browsing

We have moved more than 8,000 recent titles into a comfortable browsing room off our lobby. Come and see what’s new! Search our [catalog](#) online.

In the meantime, [subscribe to our newsletter](#) and [selected new titles list](#) by sending your email address to [ppolo@njstatelib.org](mailto:ppolo@njstatelib.org).

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**Hours: 8:30 a.m. to 5 p.m. Monday  
through Friday, Saturday from 9 a.m. to 4  
p.m.**

*More than two million items in 10  
collections: general, genealogy, law,  
magazines and journals, N. J. state and U.S.  
federal documents, Jerseyana including  
fiction, grant information for non-profits,  
rare books and reference.*

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