Library & Information Week Competition
Library & Information Week is celebrated in May each year throughout libraries in Australia. We are currently running a competition for Hunter Institute Students which is available from our webpage at www.hunter.tafensw.edu.au/libraries.

Entries close on 26th May 2013 & prizes are
1st: Kindle Touch eReader
2nd: $100 Co-op Gift Card
3rd: One of 4 $50 Student Assoc Bookshop Gift Cards
4th: One of 5 personal VTC Subscriptions
5th: $20 Co-op Gift card to one student from each campus

Please encourage your students to enter - they only have to answer 3 questions & provide their name & address.

Online Environment
Just a reminder that Library staff are available to help students with any problems they might have in the TAFE Online Environment. We can help with
- Password Problems
- Finding their way around the Hunter Libraries Homepage
- TAFE Studylinks site
- Hunter TAFE Libguides
- How to Reference
- Database Passwords

- Online Videos - vLearn
- Printing & Photocopying in the Library
- Moodle access

Ask your students to bring their TAFECard & a USB Drive to the library and library staff will be available to assist them.

The best time is between 11am & 2pm

Microsoft & Adobe programs
Please be advised that changes have been made to the supplier of Microsoft software for home use for DEC staff.

While on campus, staff are encouraged to access the information via HI Portal. Once at this page, click on the “software” link which provides information and links to allow you to purchase your requirements.

If staff wish to purchase software from home, then you need to log into the new DET Portal (https://staff.det.nsw.edu.au/) then click on TAFE & Community Education and at the top of the page type “work at home software” into the search area and click on the link. This will then take you to the correct page - the same one that the link in the HI Portal page will direct you to.
Libguides & vLearn videos
Don’t forget our vLearn (online) videos. Titles are listed on our Libguide and you just need your DET username & password to login to view or show the video.
http://huntertafe.libguides.com/vlearn

A number of new titles have recently been purchased which may be of interest to Hamilton Staff & Students. Some of the new titles include

- Apply Point of Sale Handling Procedures
- Child Development Theorists
- Defining Bullying in the Workplace
- Diet Related Disorders: Type 2 Diabetes, Obesity & Coeliac Disease
- Government & Law making
- Have a Nice Day: Working with Colleagues & Customers in Hospitality & Tourism
- Job Search Success 1: Research
- Job Search Success 2: Applications
- Job Search Success 3: Interviews
- Job Search Success 4: Starting a Job
- Justice & Social Responsibility
- Meeting Management Challenges 1 & 2
- Menu Planning: Toddlers, Pregnancy & the Elderly
- Organise & Maintain Work Areas
- Perform Stock Control Procedures
- Playing your Part 1: Diversity in the workplace
- Playing your Part 2: Workplace Relationships
- Preparing & Serving Non-Alcoholic Beverages

Studylinks
The Tourism & Hospitality pages of TAFE NSW Studylinks have recently been updated. Find the pages at https://www.tafensw.edu.au/library/studylinks/tourism/welcome.htm
Any suggestions for further websites are welcome.

Your Requirements
Ordering of library materials has finished for the 2012/13 financial year. Please continue to let us know of any requirements & we will have them ready to order when funds are released in the next financial year.

14/05/2013