




# LRC Newsletter

Welcome to the Newsletter of Learning Resources Centre, where we keep you up-to-date on all of the latest news and development of LRC in IVE(Shatin).

## News and Events

- A seminar on "Microcomputer and Pocket PC" and a booth to sell IBM PC have been arranged on 6 and 7 October 2005 for all staff and students at special prices.
- Workshops on using Microsoft Exchange Server and Outlook for staff would be organized by Computer Centre in December 2005.
- Introduction of Computer Centre, Library and ETU services was presented in the orientation sessions for the first year students in the Hall on 5, 6 and 9 of September 2005. Also, workshops on using the library resources and library tours would be organized by Library in late September and early October 2005.
- Staff briefing sessions with demonstration for using the classroom multimedia equipment and computer systems have been run by Computer Centre and ETU at classroom 435 on 7, 8 and 9 September 2005.
- Logos for LRC in IVE(Shatin) have been proposed and designed by ETU. Its final version :  has been voted and commented by LRC staff in August 2005.
- A hands-on training workshop on major electronic databases subscribed by VTC Libraries was held on 26 August 2005 in IVE(Tsing Yi) Library for all VTC staff and students.
- A book exhibition has been organized by Library with the local book contractor, A&P, for teaching staff to select library and bench books for their departments on 2 June 2005 at Room 024 of Shatin Campus.
- A time-tabling system training was provided to the ST Nexus staff by Computer Centre on 5 March 2005. The training was designed for the new users of the time-tabling system.

## New Facilities and Equipment

- Both of the staff and students can access the new computing facilities (PC and Mac) provided in the Student Workshop Room 124 from May 2005 onwards.
- 1 more colour printer has been installed in the Student Workshop Room 124 for printing service starting from September 2005 and now there are 3 colour printers providing the charged colour printing service.
- All IVE staff/students can access the Language Key Online Magazine subscribed by IVE Libraries from 1 July 2005 onwards. Users need to get the login ID and password firstly from "Login Details" of The Language Key Online Magazine at [http://www.vtc.edu.hk/lib/english/ElRes/ElRes\\_Suscribed.htm](http://www.vtc.edu.hk/lib/english/ElRes/ElRes_Suscribed.htm)
- 4 new digital copiers with Octopus charging system have been installed in Library for student use since August 2005. The original color digital copier has also been changed to Octopus charging system in September 2005.

## Updated Guides for Services

Student CNA Services Leaflet:	<a href="http://stintra.vtc.edu.hk/stleaflet/">http://stintra.vtc.edu.hk/stleaflet/</a>
Student Handbook:	<a href="http://stintra.vtc.edu.hk/handbook/std_handbook.htm">http://stintra.vtc.edu.hk/handbook/std_handbook.htm</a>
Staff Handbook on IT Services:	<a href="http://stintra.vtc.edu.hk/handbook/stf_handbook.htm">http://stintra.vtc.edu.hk/handbook/stf_handbook.htm</a>
Subject Guide:	<a href="http://www.vtc.edu.hk/lib/english/ColSer/ColSer_SubjectGuides.htm">http://www.vtc.edu.hk/lib/english/ColSer/ColSer_SubjectGuides.htm</a>
OPAC Guide:	<a href="http://www.vtc.edu.hk/lib/english/ColSer/ColSer_OpacGuides.htm">http://www.vtc.edu.hk/lib/english/ColSer/ColSer_OpacGuides.htm</a>
IPAC Guide:	<a href="http://www.vtc.edu.hk/lib/english/ColSer/ColSer_IpacGuides.htm">http://www.vtc.edu.hk/lib/english/ColSer/ColSer_IpacGuides.htm</a>
User Guides on Electronic Databases:	<a href="http://www.vtc.edu.hk/lib/english/EleRes/EleRes_EleDatabases.htm">http://www.vtc.edu.hk/lib/english/EleRes/EleRes_EleDatabases.htm</a>
E-book Guide:	<a href="http://www.vtc.edu.hk/lib/english/EleRes/EleRes_eBooks.htm">http://www.vtc.edu.hk/lib/english/EleRes/EleRes_eBooks.htm</a>
VPN Guide:	<a href="http://www.vtc.edu.hk/itsd/vpn/manual.htm">http://www.vtc.edu.hk/itsd/vpn/manual.htm</a>

## Useful Links

IVE (ST) Computer Centre:	<a href="http://www.vtc.edu.hk/ti/stti/cc/index.htm">http://www.vtc.edu.hk/ti/stti/cc/index.htm</a>
ITSD Intranet Homepage:	<a href="http://intra.vtc.edu.hk/division/itsd/home.htm">http://intra.vtc.edu.hk/division/itsd/home.htm</a>
ITSD Internet Homepage:	<a href="http://www.vtc.edu.hk/vtchome/CD/eng/CD_Page.htm">http://www.vtc.edu.hk/vtchome/CD/eng/CD_Page.htm</a>
VPN Service Homepage:	<a href="http://www.vtc.edu.hk/vtchome/VPN/eng/VPN_Main.htm">http://www.vtc.edu.hk/vtchome/VPN/eng/VPN_Main.htm</a>
VTC Wireless LAN Homepage:	<a href="http://wlan.vtc.edu.hk">http://wlan.vtc.edu.hk</a>
IVE (ST) Library:	<a href="http://stintra.vtc.edu.hk/lib/index.htm">http://stintra.vtc.edu.hk/lib/index.htm</a>
IVE Libraries Homepage:	<a href="http://www.vtc.edu.hk/lib/lib.htm">http://www.vtc.edu.hk/lib/lib.htm</a>
To check Library Catalogue, request / renew library materials:	<a href="http://webpac.vtc.edu.hk/">http://webpac.vtc.edu.hk/</a>
IVE(ST) ETU:	<a href="http://www.vtc.edu.hk/ti/stti/etu/eng/index.html">http://www.vtc.edu.hk/ti/stti/etu/eng/index.html</a>
ETU equipment loan form:	<a href="http://www.vtc.edu.hk/ti/stti/etu/images/loan_form.pdf">http://www.vtc.edu.hk/ti/stti/etu/images/loan_form.pdf</a>
ETU production request form:	<a href="http://www.vtc.edu.hk/ti/stti/etu/images/production_form.pdf">http://www.vtc.edu.hk/ti/stti/etu/images/production_form.pdf</a>

## Opening Hours

	Learning Resources Centre			
	Computer Centre	Library	ETU	
			Student Workshop	Staff Workshop
Monday - Friday	8:30 am – 10:00 pm	8:30 am – 8:00 pm	9:00 am – 5:00 pm	8:30 am – 5:30 pm
Saturday	9:00 am – 12:00 noon	9:00 am – 12:00 noon	Closed	8:30 am – 12:00 noon
Sunday & Public Holidays	Closed	Closed	Closed	Closed

## Contact Information

	Learning Resources Centre		
	Computer Centre	Library	ETU
Office location	Room 441	Room 041	Room 124
Telephone no.	2256 7681	2256 7630	2256 7645
Fax no.	2601 6354	2256 7620	2256 7643
E-mail	<a href="mailto:st-cc@vtc.edu.hk">st-cc@vtc.edu.hk</a>	<a href="mailto:st-lib@vtc.edu.hk">st-lib@vtc.edu.hk</a>	<a href="mailto:st-etu@vtc.edu.hk">st-etu@vtc.edu.hk</a>