

# Library Newsletter

March 2009

## Library News & Events

### Sunday Opening

The Library will be open for the following Sundays and bank holidays:

Aungier Street	Dame Street	Portobello
Sunday, 29 <sup>th</sup> March	Sunday, 29 <sup>th</sup> March	Closed
Sunday, 5 <sup>th</sup> April	Sunday, 5 <sup>th</sup> April	Closed
Friday, 10 <sup>th</sup> April (Easter weekend)	Friday, 10 <sup>th</sup> April (Easter weekend)	Closed
Sunday, 12 <sup>th</sup> April (Easter weekend)	Sunday, 12 <sup>th</sup> April (Easter weekend)	Closed
Monday, 13 <sup>th</sup> April (Easter weekend)	Monday, 13 <sup>th</sup> April (Easter weekend)	Closed
Sunday, 19 <sup>th</sup> April	Sunday, 19 <sup>th</sup> April	Sunday, 19 <sup>th</sup> April
Sunday, 26 <sup>th</sup> April	Sunday, 26 <sup>th</sup> April	Sunday, 26 <sup>th</sup> April
Sunday, 3 <sup>rd</sup> May	Sunday, 3 <sup>rd</sup> May	Sunday, 3 <sup>rd</sup> May
Monday, 4 <sup>th</sup> May	Monday, 4 <sup>th</sup> May	Closed
Sunday, 10 <sup>th</sup> May	Closed	Closed



### Library Fines

Between the 6<sup>th</sup> April and the 8<sup>th</sup> May, the fines on all books double. This is to encourage prompt return of books during the exam time when demand for key texts is high. Please note that the Library now also acquires core texts in electronic format. Up to 400 students can view a book in electronic format concurrently which ensures easy access to key texts as exams approach.



### Work placements

Emilie Jost has worked very hard to develop a work experience programme at the Library at Dublin Business School which provides unpaid work experience in library work to a variety of candidates seeking to develop their CVs. The programme also helps to augment staffing levels in the Library. Well done to Emilie on the hard work that she has put into this project which has culminated in a formal work experience programme between a French third level college, Lycee Vial, Nantes and DBS Library.

Work experience in the Library is also offered to a variety of other candidates as well. The following is a description of the work experience programme that Emilie has developed.

***Work placements in DBS Library:  
discover a career***

**By Emilie Jost, Postgraduate Librarian**



**Lycée Vial, Nantes: a third level college with whom DBS Library has established a formal work experience programme.**

The Library at DBS is contacted regularly by transition year students, FAS trainees, former DBS students and people wishing to volunteer with the aim of gaining experience in library work. In the past two years DBS Library have welcomed more than ten people on unpaid work placements of various lengths, from different institutions all of whom have been trained by Library staff as library assistants and some of whom have gone on to pursue library studies.

The training of people on work placement includes the issue and return of Library material, supporting library users on how to use the Library's online catalogue, showing Library users how to research the library's online databases, how to use the library's print management system and shelving of books. The training also encompasses an overview of other key library processes such as acquisitions and the development of the Library collection as well as an overview of key IT and Library Systems. Finally, trainees are also involved in various projects that the Library undertakes.

The Library is delighted to welcome two people currently on work placement:

***Ms Emeline Genty*** from France is doing an unpaid work placement in the

Library as part of her degree in **Lycée Vial in Nantes**. This work placement resulted in Lycée Vial expressing a wish to establishing a more formal relationship between DBS and Lycée Vial so that students from Nantes will be sent annually to complete a compulsory work placement with DBS Library.

***Ms Valeria Riboli*** is also doing a voluntary work placement with us at the moment. Valeria studied humanities and Library studies in Italy and has expressed a great interest in obtaining work experience in the Library to further her knowledge of the library and information sector.

Finally, from the end of June until the end of July, two French students from the **ESITC engineering school in Metz**, will pursue their work placement with DBS Library.

The Library at DBS wishes to develop further opportunities for work placement for people interested in library work. Thanks to the collaboration of DBS Careers Office work experience opportunities will be advertised on DBS intranet space, in DBS buildings as well as externally.



**Interested in a career in Libraries?**

Interested in a career in Library work? Then why not attend the careers in library and information work seminar from 4-6pm Wednesday 7<sup>th</sup> April in AS 3.3.

Speakers at the seminar are:

**Margaret Kelly, Librarian Institute of Advanced Studies**

**Ciara Mcgettigan, Librarian,  
Eversheds**

**Marie O' Neill, Head Librarian,  
Dublin Business School.**

Information about the new **MSC in Information and Library Studies** at DBS will also be provided.

This very interesting event is being organised by Carol Clifford, Careers Advisor. Please see the Careers Corner for further information. Many thanks, to Carol for all the hard work that she has put into this event. Thanks also to Cliona O' Beirne and Marie Mctigue for the eye catching poster campaign for this event. Thanks to Sinead O' Brien for the dedication that she has put into developing a library programme at DBS and Louise Carey for all the hard work that she has put into promoting it.

## Resources Update

### Twitter



You can now keep in touch with information, about DBS library by following us on Twitter.

A feed link of DBS Twitter updates have been added to the right side of the Library blog. Those of you who are new to Twitter might be interested in this - [Twittonary](#) - the Twitter dictionary a comprehensive guide to the argot of Twitter.

Thanks to Laura Rooney on the Library Systems Team for all the hard work she has put into this.

## Dissertation Resources



1. Check out **Emerald's 'Research Zone'** in the panel of options on the left of the Emerald search screen. Here you will find a research 'how to...' section which features guides on writing a literature review, implementing various research methodologies, presenting your research as well as help on finding ideas. Though Emerald is predominantly a management database, arts students should not overlook what is available in the 'research zone' as the 'how to' guides offer practical advice on structure and methodology which is relevant to any discipline.
2. **The University of Hertfordshire** have created a video tutorial programme available on You-tube in which students and tutors share their advice and experience on the dissertation writing process. This helpful resource can be accessed at the following web address:

<http://www.youtube.com/user/strideproject>

## Free referencing resources

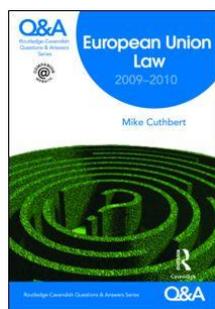


[Connotea](#) - The oldest of the many online referencing sites started life as a tool for scientists and researchers to manage references. Connotea provides a free online space for you to store; share and most importantly manage all your sources into a range of academic referencing styles.



[Zotero](#) - A free Firefox add on (ie you need to be using Mozilla Firefox as your internet browser) developed by the Centre for New Media & History at George Mason University. Zotero allows you to import & export items in a range of formats (including images and presentations) add your own notes and arrange bibliographic citations into your chosen referencing style. The best way to get started with Zotero is to watch the demo videos on the site.

## Recommended Titles



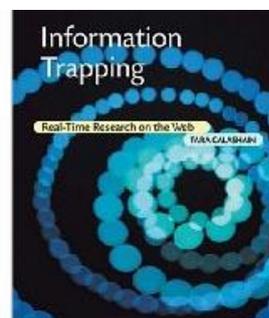
**Cuthbert, Mike**  
**European Union**  
**Law 2009-2010**  
**Oxon: Routledge-**  
**Cavendish**  
**Questions and**  
**Answers Series,**  
**2009**  
**341.2422 CUT**

Portobello Library recently purchased several texts from the excellent Routledge-Cavendish Questions and Answers Series, including the most recent editions in the areas of Land Law, Contract Law, Equity and

European Union Law. The bias of this series is towards English Law so all content will not be of equal use to students of Irish Law. The significant contribution of this series lies in the guidance that it offers in answering examination questions. These texts are also excellent revision tools.

Mike Cuthbert, a Law Lecturer at the University of Northampton, is a prolific writer in the area of European Union Law. In this text, he identifies the key points for fifty examination questions which commonly crop up along with comprehensive answers, including up to date legislation and cases. He provides sound advice on how to approach the examination paper in order to ensure that the student selects the question which he can best answer. He recommends the use of an answer plan which he suggests will help maintain focus and eliminate oversight in the very stressful situation.

The questions which Cuthbert addresses cover all of the key areas of European Union Law, including the Community Institutions, Judicial Remedies, Competition Policy and External Relations. The sample answers are clearly and logically formulated and every point is made with reference to authorities such as case law and Articles of the Treaty.



***Information trapping: real-time***  
***research on the Web***

by Tara Calishain  
New Riders publishing

Dame Street Library  
class number 025.04 CAL

**Reviewed by Emilie Jost,  
Postgraduate Librarian**

*Information trapping: real-time research on the Web* is a very useful book for anyone doing research. It is written by an expert in Internet search engines: Tara Calishain, who also created a website: [www.researchbuzz.org/wp/](http://www.researchbuzz.org/wp/).

Both book and website offer excellent and indispensable tips on how to use search engines, online databases, blogs and numerous other resources that are available on the Web. It also provides guidance on how to collect and evaluate information on the Internet in the most efficient and satisfactory way.

In her book, Tara Calishain teaches readers techniques for building automated information gathering systems on the Internet. The book is organised in brief chapters explaining what RSS feeds, page monitors, and email alerts are as well as what they can do for Internet users. The author also gives tips on how to build queries on the Internet, filter the information flow, and later organise and publish the information found.

Although more and more users know that searching on the Internet can not only be restricted to using search engines' search boxes, it is worthwhile for Internet search engines specialists such as Tara Calishain to explain clearly and simply how RSS feeds, email alerts and other online softwares can help users setting up research systems to 'trap' relevant information from the billion of pages available on the Internet.

## Careers Corner

It was a very busy week for careers events last week as DBS hosted a careers week. A big thanks to DBS event management lecturers and students for a wonderful and very beneficial event. Thanks also to Carol Clifford for all her hard work on the law seminar at Portobello. Thanks also to Alannah O Reilly, Employment Liaison Officer whose law contacts and assistance were invaluable for this event; to Deirdre, Law School Manager who was a fantastic help with spreading the word about the event; the academic staff at Portobello for encouraging students to attend, Tony, Bill and Sean in Facilities for the room, the set up and food. Thanks also to Cliona O Beirne and Marie Mctigue for an eye catching poster campaign which many students commented upon.

The following is a more detailed update by Carol on last week's events. The next issue of the Library newsletter, will contain an update on the very interesting developments that Alannah O' Reilly has been working very hard on since her appointment to the Employment Liaison Service.

### **Careers Week By Carol Clifford Careers Advisor**

23<sup>rd</sup>-28<sup>th</sup> March was the DBS Careers week and it came not a moment too soon. With the news painting a more pessimistic picture about the job scene every day students are anxious to talk to as many employers as possible to find out what opportunities may be out there when they graduate. Over 120 students attended the events and many more took the opportunity to chat to employers who had set up stands in the Aungier Street reception. The week

was an assessed project for a group of DBS event management students who did a brilliant job. The event included a mixture of employer presentations, guest speakers and information stands.

The most popular of the lunchtime talks was a presentation from **Lidl's** Career Development Officer on graduate opportunities within the firm. As one of the few companies to be expanding during the current economic climate they offer several graduate entry roles and a very attractive graduate management training programme – applications to be in by May 31<sup>st</sup>. Other students are considering leaving all the gloom behind and heading abroad after graduation. For them there was valuable information in talks by i-to-i volunteer abroad, who offer TEFL training and overseas placements, and USIT, who have numerous packages for those who want to work, teach or volunteer abroad.

The **law students' event on Tuesday** afternoon saw informative talks from a barrister, Mark White; Catherine Allen, Senior Associate Solicitor, Mason Curran and Hayes as well as a company secretary from Arthur Cox, James Heary which got everybody thinking about their next step. Ernst & Young were another big draw. On Thursday they were in the Aungier Street reception giving out information on graduate careers and answer student queries.

There has been marked increase in the number of queries coming into the careers office following these events, which suggests that they have prompted a lot of thought in those who attended them. For anyone who was unable to attend one of the presentations if they email [careersservice@dbs.ie](mailto:careersservice@dbs.ie) written summaries of the talks can be sent out to them.



Carol Clifford, Careers Advisor, DBS, James Heary Company Secretary, Arthur Cox, Alannah O Reilly, Employment Liaison Officer, DBS



Catherine Allen, Senior Associate Solicitor, Mason, Curran and Hayes chatting to a student from Portobello

## Careers Events for April

In addition to the regular CV, cover letter and interview workshops next month I will also be hosting an event on careers in the library and information sector. This will publicise the new MSc. in Library & Information Systems and also outline the career paths in this field. With so many students feeling unsure of their career options I hope that this will promote a career path that is available to graduates in any discipline and of which they may be unaware. There will be two guest speakers coming in for the event, the Librarian of the

Institute of Advanced Studies, Margaret Kelly, the Librarian of Eversheds, Ciara Mcgettigan and our own Marie O'Neill will also give a talk. Later in the month I will give talks on careers for psychology students and on working abroad. Upcoming events include:

Tuesday 7<sup>th</sup> April  
**Careers in the library and information sector**  
4.00-6.00 AS 3.3

Thursday 9<sup>th</sup> April  
**CV Workshop**  
5.00-6.00 SWS 1.4

Tuesday 14<sup>th</sup> April  
**Career pathways for Psychology Students**  
5.00-6.00 BL 4.4

Thursday 16<sup>th</sup> April  
**Cover Letter Workshop**  
5.00-6.00

Tuesday 21<sup>st</sup> April  
**Interview Workshop**  
5.00-6.00

Thursday 23<sup>rd</sup> April  
**Working Abroad Seminar**  
5.00-6.00

## **DBS Staff Profiles**

### **Louise Devlin Head of Professional School, DBS**

Louise is originally from County Down and has been working in Dublin for the last eight years. Before moving to Dublin, Louise completed a degree in Business and Finance at the University of Ulster, Jordanstown.

Her career path commenced within the Charity Sector and after spending 4 years working for a number of high profile Charitable Organisations, Louise took up an Admissions position with American College Dublin. This role evolved from a desk job to International Travel for the purpose of student recruitment, and Louise through this role had the opportunity to visit many countries such as India, Singapore, South Korea, Mauritius, America...the list goes on.

The opportunity also arose for Louise to further her career and she was promoted from Admissions Officer to Director of Admissions.

The experience and opportunities gained in this role then opened up the door to her current role in DBS as Head of the Professional School. The Professional School is the home of Professional Accountancy Programmes such as ACCA, CIMA, CAT along with ICM & DBS Diplomas, and more recently Louise's managerial remit has been extended to The English Language Department and EBS.

In her spare time Louise enjoys travel, reading and playing piano, and has been known to enjoy/start the odd sing song.

### **Magda Lojkiewicz, Shift Leader, Reception, DBS**

Magda, originally from Poland, joined DBS in December 2005.

Magda completed her degree in Management and Marketing in Poland at Higher Baltic Humanities School in Koszalin in May 2002. She then pursued a Masters Programme in European Studies at Academy of Economics in Poznan, but after a year of studying, she ceased her studies to

emigrate to Dublin where she planned to continue her education.

Shortly after arriving in Ireland, Magda took up employment in the retail sector working as a sales assistant in Reeds of Nassau St. She was subsequently appointed to the position of assistant manager in the shoe department in Clerys shopping centre. After a year of 'putting shoes on old ladies feet' she decided that she needed a new direction and that she would like to pursue a career in administration.

With this goal in mind she commenced employment in a solicitor's office during which time she was offered a position on DBS reception where the customer service skills she had developed during her time in the retail sector have been put to very good use.

After a year of working on reception, Magda migrated to the Marketing

Department at DBS. Although she enjoyed learning about this important aspect of college operations, she missed 'the buzz of interacting with students and lecturers on reception' so she decided to return to this department and has since been promoted to Shift Leader of the Main Reception.

Magda is currently in the final year of a second undergraduate programme of study that she has been pursuing: the BA (Hons) Business Management (HRM) degree at DBS. She is currently considering pursuing postgraduate study.

In her spare time, Magda loves to socialise, enjoys a joke and has a 'passion for fashion.' Magda is looking forward to returning to Poland for a brief holiday shortly to celebrate her grandmother's 100<sup>th</sup> birthday.