CUMC LIBRARY & COMPUTING NEWS

Augustus C. Long Health Sciences Library
Columbia University Medical Center

VOLUME 10, NUMBER 9
SEPTEMBER 2011

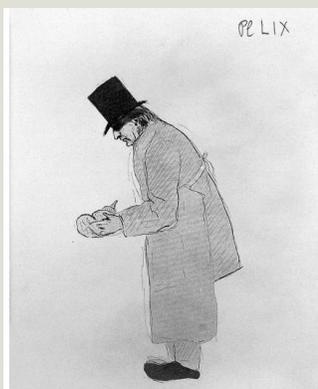*AMAZING THINGS ARE HAPPENING HERE!*

"NEW OLD THINGS" - AN EXHIBIT OF NEW ACQUISITIONS

Archives & Special Collections of the Augustus C. Long Health Sciences Library marks a decade of growth with an exhibit of books, manuscripts, photographs and other materials acquired since 2001. All document the history of the health sciences in general and at the Columbia University Medical Center in particular.

Among the items on display is the first minute book of the Presbyterian Hospital Board of Trustees open to the page describing the dedication of the first hospital building in 1872. It belongs to a large number of Presbyterian Hospital records deposited with the department in 2008 by New York-Presbyterian Hospital.

Three photographs of pediatrics residents dating from 1932 into the 1970s are a sample of the sixty years of pictures donated by the Babies Hospital Alumni Association in 2009. In the same case is Allan Rosenfield's heavily annotated manuscript of the remarks he delivered to School of Public Health students on opening day in 1978.

Other highlights include a page from the 1930 European travel diary of Babies Hospital Director Rustin McIntosh recording a conversation with A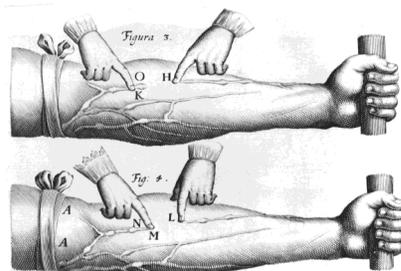nna Freud about establishing a child psychiatry clinic at the Medical Center; the 1833 notebook of P&S student Alfred Gillespie; guidelines for nursing patients during the 1918 influenza epidemic from the records of the Visiting Nurse Service of New York; and items from the remarkable archive of F. Esther Fortuine (Nursing, 1916) documenting her service with U.S. Base Hospital No. 2 in France during World War I.

The exhibit is on display through December 21, 2011 in the Archives & Special Collections' exhibit cases on Lower Levels 1 & 2 of the Hammer Health Sciences Building. For more information, contact the dept. at hslarchives@columbia.edu
Stephen Novak, Head—HSL Archives & Sp. Collections

PRE-1725 RARE BOOK CATALOGING IS NOW COMPLETE

The Health Sciences Library's Archives & Special Collections has finished a major project to catalog its pre-1725 rare books. With funds from the Jerome P. Webster Endowment, in April 2010 HSL hired Jacqueline Parascandola as rare book cataloger to create electronic catalog records for these volumes, which had been previously listed in the now discarded card catalog. The approximately 1530 titles for which records now exist in CLIO, Columbia University Libraries' online public access catalog, include many of the landmarks of Western medicine including Andreas Vesalius's *De Humani Corporis Fabrica* [On the Structure of the Human Body], 1543; the 3rd edition of William Harvey's *De Motu Cordis* [On the Movement of the Heart], 1639; and Gaspare Tagliacozzi's *De Curtorum Chirurgia per Insitionem* [On the Surgery of the Mutilated by Grafting], 1597. - *SN*

Harvey, W. De motu cordis, 1639

USE BACKUP & ENCRYPTION!

We hope your academic year got off to a great start! Now that most of us have settled into a schedule for the year, we would like to remind everyone about two of the most important but often ignored computing practices that can help you avoid a lot of frustration if anything should happen to your computer or work.

Run Regular Backups – Windows and Macintosh computers have built in backup programs that will automatically save copies of files, folders and other data on your computer. Having recently backed up files is the *only* way that you can insure continued access to your work in the event of irreparable data corruption.

- **Windows 7** – watch the 1 minute video at http://windows.microsoft.com/en-US/windows7/Back-up-your-files for an overview of how to perform backups, or open **Start – Control Panel – System and Maintenance – Backup and Restore** on your computer to start using the built-in tool immediately.

- **Macintosh** – Time Machine is the built-in program that provides backup and restore features on Apple computers. See http://support.apple.com/kb/HT1427 for step-by-step assistance, or http://support.apple.com/kb/ht1553 for additional backup options.

Encrypt All of Your Files – USB keys, discs, laptops and other devices and media are frequently lost or targeted for theft. Anyone who has physical access to unencrypted data can easily open files and use any sensitive information for malicious purposes including identity theft. Strong encryption is also required for all sensitive data including PHI; even if you are not dealing with this type of data now chances are that you will be in the near future. Start using encryption to protect your own data and be in the habit before it becomes a requirement. A full breakdown of encryption policies can be found at http://www.cumc.columbia.edu/it/getting_started/encryptionpolicy.html including links to recommended encryption programs and methods.

SOFTWARE CLASSES ONLINE

Are you about to jump into using SPSS and feeling overwhelmed? Wishing you knew how to use Access or Excel better? Or just wanting to improve your knowledge on using Windows 7, Mac OS X, or even your tablet or smartphone?

Columbia offers great online classes via **Lynda.com** and **Skills@Columbia** that can be taken whenever you need them, at your own pace. Just login with your Columbia UNI and password:
http://www.lynda.com/portal/columbia
http://hr.columbia.edu/learn-dev/e-learning -

Select the link to **Launch Skills @ Columbia now.** Search for a program or name, or use links to browse through what is offered. *Lynda.com* covers a wide range of IT subjects via easy to understand videos – most with exercise files that allow for hands-on practice. The tutorials are divided into chapters and sub-topics, making it easy to delve into one specific aspect of a program that may be of interest to you. To browse available tutorials on commonly used software in **Skills@Columbia**, select the **Catalog of Courses** link in the left, then expand **Course Curricula – English – Desktop Curricula**.

More resources for learning about software are listed on our Computer Classes web page at:
http://www.cumc.columbia.edu/it/getting_help/classes.html.

AUGUSTUS C. LONG HEALTH SCIENCES LIBRARY

Hammer Health Sciences Center

701 W. 168th Street, New York, NY 10032.
TEL: (212) 305-3605
FAX: (212) 234-0595
EMAIL: hs-library@columbia.edu

REGULAR FALL SEMESTER HOURS

Mon. - Thurs. - 8:00 am – 11:00 pm, Fri. - 8:00 am – 8:00 pm
Sat. - 10:00 am – 11:00 pm, Sun. - 12:00 Noon – 11:00 pm

Walk-in Research Help: Mon. - Fri., 11:00 am – 5:00 pm
24 Hour Computer Room - 24 hours/7 days
After Hours Study Room - 24 hours/7 days