Focus on: Computers and the Internet online guide

A great guide for all of us using the computers and internet, on campus or at home. Bookmark it or put into your Favourites!

To navigate the guide click on the individual page tabs: Welcome, Help Guides, Internet Searching, Internet Safety, DEC Student Portal, On The Shelves, eResources and Driver Knowledge Test Links:

Welcome: introductory information about the use of computers in libraries, printing and photocopying, DEC username and password, how to access wifi with links to wireless set up guides for different devices, as well as information on software sales for students and staff.

Help Guides: many useful guides on all aspects of computer use. In How to Guides - Computer Help you will find how to add a file as a hyperlink, embed a video or YouTube video in PowerPoint, how to use...
TypeQuick, insert music from a CD to a USB, recover text from a damaged document or how to save a Word 2010 document to be compatible with Word 97 -2003.

*How to Guides - Printing Help* includes help with enlarging and reducing copies, printing and photocopying onto photographic paper or scanning and emailing documents.

In *How do I improve my computer skills*, *Featured Websites* and *Where can I find Help on MS Office 2010* you will find links to great online tutorials, quick reference guides and websites.

**Internet Searching:** page tab has many useful tips to improve your internet searching skills and links to online tutorials to improve your internet skills and use the internet for research.

**DEC Student Portal:** information about student username and password, how to access TAFE email and internet account and student services that can be accessed from the student portal.

**On the Shelves:** latest books, DVDs and other resources on computing available for loan at the TAFE libraries – if we don’t have it, ask for an Interlibrary Loan.

**eResources:** read magazines such as *Australian Personal Computer, TechLife Australia, Macworld* and *Computerworld* online from home or the library computers and find relevant links to many online videos, journal articles and eBooks.

**Driver Knowledge Test (DKT) Links:** the practice Driver Knowledge Test will help you to prepare for the DKT before you attempt the test at the registry. Includes links to DKT questions, Road User’s Handbook in 11 languages, Licence text guides and handbooks and the Practice Driver Knowledge Test.

**Online journals and print magazines:**

*Australasian Journal on Ageing*

*Australasian Journal on Ageing* is a quarterly journal available online. It covers residential, home and community care services, geriatric medicine, social gerontology, health services research and the biology of ageing.

To access & read online click on the Aged Care online subject guide link in the Web Links for this page on the left hand side.

You can also access the journal through the [TAFE Illawarra Libraries website](#). Click on the *Subject Guides* link and choose the *Aged Care* guide, then go to the *Databases & eResources* page tab. Click on *Australasian Journal on Ageing* in the *Online Journals* column.
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Library Displays in Term 2

Library and Information Week and Australia’s Biggest Morning Tea
Refugee Week
NAIDOC(National Aborigines and Islanders Day Observance Committee) Week
National Tree Day

Contact Us

Moss Vale Campus Library
Kirkham Street
MOSS Vale 2577

Phone 48680121
Fax 48680122
Email: mossvalelibrary@tafensw.edu.au
Website: illawarratafe.libguides.com/mossvale/

Library Hours

Monday to Thursday 9am to 7pm
Friday 9am to 1pm

Professional Beauty

Professional Beauty is published bi-monthly and features up-to-date articles on skincare, makeup, nails and the business side of the beauty industry, as well as general health and wellbeing information - the latest issue has articles on Vitamin D deficiency and gluten. The magazine also includes beauty products information and reviews.

To borrow from Moss Vale Campus Library go to 646.7205/PROF

New @ Your Library

Even more ways to relax and research

As well as our lounge, we now have two bean bags to get comfy while you’re here.

Plus our latest offering for mental stimulation:

Chess Anyone?
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STOP PRESS!

Come to the Library during the Library & Information Week, 19 to 23 May. Check the Join the Dots and Australian Book Industry Awards displays. Take part in the Instagram photo competition.

Join us on Thursday 22 May, from 10.30am to 12 noon for Australia’s Biggest Morning Tea.

Catering by Library staff and Rachel Martin from Moss Vale Campus Canteen. Tea and coffee provided by Customer Service Centre staff.

Gold coin donation. All money raised goes to the Cancer Council.

Recent Displays:

ANZAC Day
Inspecting some of the fascinating resources about our ANZAC heritage

HARMONY Day
a tasty fun day of hospitality,
The Great Aussie Scone Challenge @ the Library, had many delicious entries from staff and students. Organised by Customer Service Centre staff and supported by Libray staff.

Coming Up in May:

Join the Dots and Australian Book Industry Awards displays to celebrate Library & Information Week in May