



## Main Library Building: the transformation begins

The University has embarked on a major project to transform the Main Library building into a hub to support world class learning and research in the University of Edinburgh.

The building is 40 years old, and higher education has changed dramatically over this period; the building now needs to be developed to meet the new challenges.

The guiding vision for the Main Library redevelopment is being created in an extended consultation process throughout the University. Helen Hayes (Vice Principal and Librarian to the University) chairs the 'Main Library Redevelopment Vision Group,' with representatives from Colleges and EUSA. This group would be pleased to have comments on the 'draft working vision'.

Fiona Stewart (Estates & Buildings) is the project manager, and Sheila Cannell (Director of Library Services) is the 'principal client representative.' Many other staff in Information Services are involved through a Project Group chaired by Jeff Haywood (Director of MALTS). The University has engaged architects Lewis and Hickey, who are currently finalising the broad block design, looking at the number of study spaces, the size of the collections, the number of staff and the location of specialised features.

Timescales are still being developed. Work is likely to begin next Autumn at the top of the building, and to last for at least five years: every floor will be altered. We will plan to ensure continuity of service while the work is in progress. There will be an off-site store for less-frequently needed books, and when necessary, alternative study space will be provided.

A website is in development, and already includes the draft working vision for the redevelopment. This website will be the main source of information on the project, covering the vision for the redeveloped library, project management, the plans as they become available, together with information on the Main Library's history, and issues to do with service continuity. There will also be an online Discussion Forum.

At the moment, we would be pleased to hear from you on the draft vision, and also about any library building which has particularly impressed you, and from which we could learn. Please send comments to [mlrp@ed.ac.uk](mailto:mlrp@ed.ac.uk).

The Project website is at <http://www.is.ed.ac.uk/MLRP/>

*Sheila Cannell (EUL)*

## contents

Main Library redevelopment	1
Main Library enhancements	2
Institutional repositories: book	2
Visiting EURL support teams	2
Literature help for postgrads	2
SelectPC — more PC, less cost	3
Supported email clients	3
E&B: Lords of the Files	4
Training System launch 2006	4
Streaming Media Service upgrade	5
Extension of Apple support	5
Software news	5
SPSS 14 and Amos 6	
Uniras agreement ending	
Windows Media Player on Mac	
eLearning news	6
EUCLID update	7
Eurographics conference	7
New on the NCESS website	7
EdLAN disruption and protection	7
Wireless, wireless everywhere	7
People:	8
Barry Croucher	
Ann Scott	
Jenny Arnott	



## Main Library enhancements in the short term as well

Work has started to link the Main Library Building to the rest of the George Square Infrastructure Project, which will ultimately provide 'green' power and heating to all buildings around the Square.

A contractor's compound has been established in front of the Library, where it will remain until the end of August. Pedestrian access from the Meadows has been slightly re-routed, and the two disabled parking spaces moved along towards the George Square Theatre, with access from the other side of the Square.

It is expected that most of the work will be carried out in the Lower ground and 6th floors, although new pipework will be installed in some of the service risers, necessitating some drilling in brickwork.

*David Easton (EUL)*

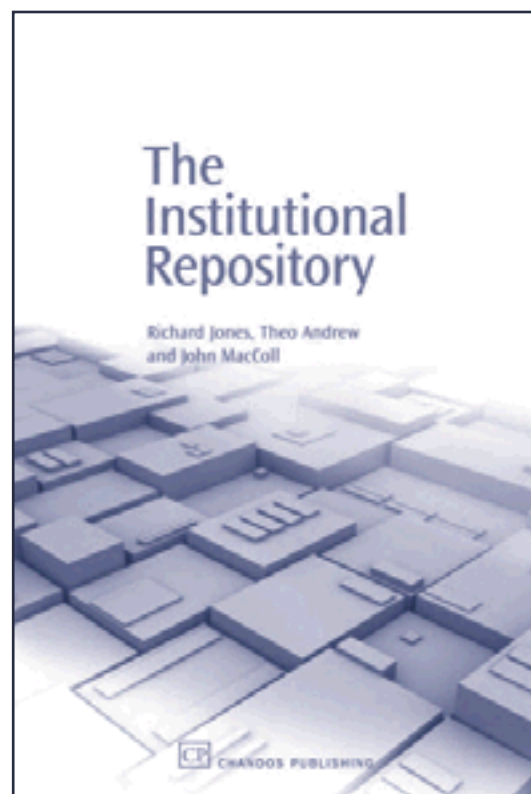
## EUL authors write first book on institutional repositories

Chandos has just published the first book devoted to the subject of Institutional Repositories, written by Richard Jones (now at Bergen), Theo Andrew and John MacColl of the University Library.

The book discusses the concept of institutional repositories, and how they can be set up, maintained and embedded into general institutional working practice. Specific reference is made to capturing certain types of research material such as E-Theses and E-Prints, what the issues are with regard to obtaining the material, ensuring that all legal grounds are covered, and then storing the material in perpetuity. The book includes a case study of the inception of the Edinburgh Research Archive, following the long journey from conception to completion, examining the highs and lows of the process, and offering advice for other implementers.

*John MacColl (EUL)*

*(The book is as yet too new to have appeared on the shelves of the University Library, but two of its key chapters have been placed in the Edinburgh Research Archive, at <http://www.era.lib.ed.ac.uk/> Ed.)*



## Visits to support teams in the Main Library

A new telephone has been installed in the Main Library to speed up access to the College and Disability computing support teams, for visitors who have made appointments to see them.

If you have made a prior appointment, please use the phone on the left-hand side of the door to the EUCS offices (behind the messengers' desk at the Library entrance) to contact the team you have come to see. The numbers are listed beside the phone. A team member will then come to meet you.

As before, the teams are only available during office hours (9am–5pm Monday to Friday).

Contact details for the Support Teams are provided at <http://www.ucs.ed.ac.uk/usd/>

*Pam Clouston (EUL)*

## Literature help for postgrads

The Transkills programme includes a course on 'Searching Research Literature and Managing Bibliographies' for postgraduate research students from the College of Humanities and Social Science.

The course aims to raise awareness of the range of information resources available, and ways of searching for appropriate research literature (such as libraries, archives, *Library Online*, the Web and online databases). The course includes a taster session on managing bibliographies using EndNote.

The course runs from 9:30am to 1pm, with the next presentations being on 24th and 26th January.

Details are provided at <http://www.postgrad.ed.ac.uk/pgskills/hss/litsearchhss.htm>

*Denny Colledge (EUL)*

## SelectPC – more PC, less cost

'SelectPC' is the name of a standard configuration for Windows-compatible PCs to be used in the University. The specific make and specification of the SelectPC is reassessed every year, to ensure that the University always gets the best possible value for money.

Buying the SelectPC means that you get the best possible price, and more crucially it reduces the hidden support cost of maintaining a PC over its working lifetime: installation and technical support are easier, as the hardware configurations, device drivers and upgrades are known to support staff and are accommodated in the EUCS Supported Windows XP Desktop.

### SelectPC Advisory Group

In April 2005, a new representative advisory group was formed to liaise with the user community over current and future configurations of the SelectPC. The group is actively involved, and has recently assisted with the tendering exercise to identify a supplier of the SelectPC for session 2005–2006.

Along with Graham Newton (EUCS) and George Reid (Procurement), the SelectPC Advisory Group is made up of representatives from the three Colleges and two support units. Its current members are:

- Jessie Paterson & Burkhard Schafer (College of Humanities and Social Science)
- Alan Gilchrist (College of Medicine and Veterinary Medicine)
- Donald Grigor & Justin MacNeil (College of Science & Engineering)
- Sally McNaught and Bryan MacGregor (Corporate Services)
- Bob O'Malley and Dave Ross (Information Services)
- Robert Gormley (Technology sub-group, Disability Committee)

### New SelectPC supplier for 2005–2006

Following a competitive tendering process, the SelectPC Advisory Group has chosen a new preferred supplier of the SelectPC to the University for the 12 months starting on 1st December 2005: **Dell**.

The current specification of the SelectPC to be supplied by Dell is:

OptiPlex GX620 Desktop  
 P4 640 3.20GHz/800MHz/2MB  
 processor  
 1GB 533MHz non-ecc DDRII  
 memory  
 80GB (7,200rpm) SATA hard drive  
 16X DVD+/-RW drive  
 On-board LAN, video and audio  
 Dell two-button scroll optical  
 mouse  
 Dell Quietkey USB keyboard  
 36 month warranty

If you need a monitor as well, the SelectPC Advisory Group recommends that you consider the Dell 17" 1704FPt UltraSharp TFT monitor which comes with a DVI interface and height-adjustable stand.

This specification will remain the current recommendation for several months. Dell will inform the SelectPC Advisory Group of changes to its product line, and when appropriate the SelectPC specification will be upgraded to take account of improvements in technology.

The SelectPC, supplied by Dell, is now the recommended configuration for PCs in the University of Edinburgh.

Dell is willing to provide a range of upgrades to the above specifications, including a range of case designs, processor and RAM upgrades and additional graphics cards. Personal purchasing is also available, and staff or students can take advantage of the special prices negotiated through the SelectPC scheme.

Full details of the SelectPC deal from Dell, including optional extras and how to order, are on the Procurement Office website at [http://www.pps.ed.ac.uk/for/staff/computer\\_ordering/pcs.htm](http://www.pps.ed.ac.uk/for/staff/computer_ordering/pcs.htm)

If you require any further information about the SelectPC, please contact your EUCS Support Team.

*Graham Newton (EUCS)  
 George Reid (Procurement)*

### Supported email clients

EUCS provides an IMAP (*i.e.* standards-based) email server called Staffmail for University staff. To use this server, you need an IMAP email client program, which runs on your desktop computer and lets you read and send email and access your email folders.

There are many email clients to choose from. While the choice of client is up to you (as long as it is IMAP compliant, secure, and does not cause problems for other service users), EUCS is best placed to provide help and advice on the following email clients:

- Macintosh OS X: Apple Mail, Entourage 2004, Thunderbird
- Windows XP: Outlook 2003, Thunderbird
- Linux: Pine, Thunderbird
- Solaris: Pine

If you are using the Exchange-based eDiary service, Outlook 2003 on Windows XP and Entourage 2004 on MacOS X are the preferred clients.

If you are running the Supported Windows XP Desktop, your local computing support team will be able to arrange for Outlook 2003 and/or Thunderbird to be installed on your computer.

The EUCS web pages on email client software will be updated soon to reflect this new policy.

*Chris Adie (EUCS)*

## Estates and Buildings: Lords of the Files

The University recently received the Records Management Society Team Award (see June's *BITs*). The new information management guidelines from Estates and Buildings show that good records management can bring rewards throughout the University.

The guidelines were implemented in response to the Freedom of Information (Scotland) Act, and have helped to ensure that all requests to the department for information were easily met.

The guidelines have received an excellent response from staff in the department, raising awareness of the importance of good email use and the dangers of using personal or C drives. With everyone following the same filing rules, information-sharing is much easier, and staff from all areas are now able to find relevant folders without having to trawl through an unfamiliar system.

The introduction of the rules has brought extra benefits, such as more efficient use of computer memory, and less duplication of information as staff are encouraged to refer to one easily-shared copy.

The success of the guidelines shows that good records management practice:

1. helps you do your job better by supporting ease and efficiency of working;
2. protects you and the University by providing evidence of what the University did and why;
3. saves time by making information retrieval easier;
4. reduces costs, particularly storage costs, by reducing duplication and unnecessary retention of old records;
5. gives you records you can rely on.

For more information about records management see

<http://www.recordsmanagement.ed.ac.uk/>

*Jenny Middleton (Records Management)*

MoreTitle	Start Date	Provider	Status
Web Publishers' Clinic	14-Dec-2005	MIS	18/40
Frontpage 2003	20-Dec-2005	MIS	1/6
Introduction to e-tutoring	16-Jan-2006	MALTS	0/20
Web Publishers' Clinic	19-Jan-2006	MIS	8/40
e-Learning Accessibility	30-Jan-2006	MALTS	3/20
Objective Testing Online	06-Feb-2006	MALTS	1/12

## Training System launch 2006

The MyEd team has worked closely with the Careers Service during 2005 to develop new online Training and Development Course Administration and Booking facilities within MyEd. These have been designed to meet the immediate needs of the Careers Service whilst being flexible enough to attract broad usage from other training providers. Already MALTS has joined MIS in piloting the service to advertise its courses.

The Careers Service courses for students will be advertised from January through dynamic web pages that are automatically updated from the MyEd database. Booking links on these web pages direct students to MyEd where they will be able to use the Training and Development Booking channel to register their booking on a whole range of available courses. Search and Prospectus facilities also enable users to discover other courses on offer.

Course administrators are able to create and edit courses, and flag updates, whilst also monitoring booking progress, make manual bookings and communicate with the class. The system allows booking by students, staff, alumni and visitors, displaying courses filtered by eligibility.

Further details of system functionality can be found at [http://www.eportal.mis.ed.ac.uk/MyEd/Project/Training\\_Course\\_Index.htm#About](http://www.eportal.mis.ed.ac.uk/MyEd/Project/Training_Course_Index.htm#About)

A number of other training providers have shown interest in the MyEd Training and Development channels, with both Edinburgh Research and Innovation and the Student Counselling Service having definite plans to use the system from January. Any other training providers that are interested should contact [misusers@ed.ac.uk](mailto:misusers@ed.ac.uk).

*Mark Wetton (MIS)*

## Streaming Media Service upgraded

A substantial upgrade to the IS Windows Media Service has recently been implemented. The service now consists of powerful load-balanced servers each with Gigabit connections to the EdLAN network.

This upgraded service is capable of delivering a very substantial number of live or on-demand unicast broadband video and audio streams that are easily integrated into online teaching and learning materials. The feasibility of providing broadcast multicast streams will be investigated during 2006.

Content publishers are provided with access to the service via a single network share using their existing Active Directory (AD) accounts. Authentication and authorisation for staff and students to request and view material are also controlled by their membership of AD, allowing material with restrictions on its use, or of a sensitive nature, to be delivered only to those for whom it is intended.

Material from a number of national media collections can be delivered via this service, including that from the Education Media Online (EMOL) collections, the Creative Commons and Teacher's TV.

Early 2006 will see the availability of bookable, self-hire, portable encoding equipment enabling the live broadcast of events and seminars via both the Windows Media and RealNetworks Helix services. A further announcement regarding this will be made in February *BITS*.

For further details of the streaming media service, including the Windows Media service, please visit <http://webhelp.ucs.ed.ac.uk/services/media/>

Enquiries about the use of this service are welcome: please get in touch (email [stream-media@ed.ac.uk](mailto:stream-media@ed.ac.uk)) if you have any questions about the service or proposals for its use.

*John Smith (EUCS)*

## Extension of Apple support

All qualifying Apple desktop and portable computers sold to Higher Education institutions and individuals are now supplied with the three-year parts and labour warranty as standard. The terms are: for year 1, on site with telephone support; years 2 & 3 return to service provider, but all parts and labour are covered.

*George Reid (Procurement)*

## Software news

### SPSS 14 and Amos 6

These new versions of SPSS and Amos are now available. Please email [eucs.software.services@ed.ac.uk](mailto:eucs.software.services@ed.ac.uk) to request copies.

We are pleased that this year the module MAPS has been added to SPSS for Windows.

The Sample Power add-on module is now available at a cost for individuals of £20 per annum.

*Frances Provan (EUCS)*

### Uniras agreement coming to an end

The CHEST Uniras agreement will not be renewed at the end of March 2006.

Uniras has provided exceptionally good-value software for Scientific graphics to the UK university community for nearly 20 years, and when the agreement was signed there was nothing of similar price for the Unix platform. Usage of the software has dropped over the years, and the port of the software to the PC platform came too late to be taken up. The original interactive package – Unigraph, Unimap and Uniedit – is no longer used, and the new interactive package Gsharp is used by less than a handful of users. No monitoring has been done of the Toolmaster routine libraries, but they are not believed to be much used.

Any existing users of the Toolmaster/Uniras software suite, on holyrood or other platforms, should contact me (email [J.Blair-Fish@ed.ac.uk](mailto:J.Blair-Fish@ed.ac.uk)) to discuss alternatives.

*John Blair-Fish (EUCS)*

### Windows Media Player on the Mac

Microsoft has announced that it will not be producing any more versions of its Windows Media Player for the Mac, nor continuing support for the current version.

Microsoft is instead recommending Flip4Mac's Windows Media Components for Quicktime, which enable Windows Media audio and video files to be played in Quicktime and Safari on Mac OS X.

Details are provided at <http://www.microsoft.com/windows/windowsmedia/player/flip4mac.msp>

*Nick Stroud (EUCS)*



I am sorry that January's issue of *BITS* is so late – and the February issue is likely to be a little delayed also. We'll be back on schedule after that!

*Nick Stroud (EUCS)*

## eLearning news

### Conference: putting the 'learning' back into 'e-learning'

This meeting takes place in Manchester on 12–17 February, and is one of a series of seminars organised by the British Council in the early part of 2006. It will be of interest to policy advisers and teacher trainers, and will include an examination of online groups and supporting communities of practice, online teaching and learning, and a range of case studies. Further details and online applications are available from

<http://www.britishcouncil.org/seminars-english-0563.htm>

### Information Safety Guidelines

New briefing papers and a second edition of the Information Security Toolkit have been issued by JISC (Joint Information Systems Committee) and UCISA (Universities and Colleges Information Systems Association).

Information Security and Safety is an increasingly important issue for us all. There are considerable benefits for organisations in making effective use of communications technology, but the amount of data and information being stored and exchanged on the Web brings threats as well as opportunities.

All types of communication can be both used and misused. In this respect the electronic communications systems now widely used in education are no different from any other, though the ease and immediacy of communication may mean some types of misuse have greater impact.

JISC Briefing Notes on information safety and user safety are available from <http://www.jisc.ac.uk/misuse.html>

The Information Security Toolkit is available from <http://www.ucisa.ac.uk/ist>

### Research seminar report

The Association for Learning Technology has published a report from the 2005 research seminar *Reflective learning, future thinking*. It is available at [http://www.alt.ac.uk/docs/ALT\\_SURF\\_ILTA\\_white\\_paper\\_2005.pdf](http://www.alt.ac.uk/docs/ALT_SURF_ILTA_white_paper_2005.pdf)

The report covers developments in e-portfolios, digital repositories, ubiquitous computing and informal learning. Many projects were supported or commissioned by JISC.

The 2006 ALT Spring Conference will take place at the University of Leiden on 6–7 April, again in association with SURF and ILTA. More details are available at <http://www.alt.ac.uk/conferences.php>

### Learning Exchange for Social Care

The Learning Exchange for Social Work has been launched by the Scottish Institute for Excellence in Social Work Education. This is the world's first interactive library of digital learning resources for social work education. The Learning Exchange has been developed over the past two years with funding from the Scottish Executive and the Scottish Funding Council. The work was led by the University of Strathclyde.

The service will be available to all social work educators in Scotland, starting with the nine Scottish institutions (including Edinburgh) which have Social Work education programmes. The aim is to provide a range of learning objects in a variety of media which will enrich the students' experience and which can be used in the curriculum in a variety of ways.

See <http://www.sieswe.org/learnx/about.html>

### ALT-C 2006: The next generation

This year's Learning Technology Conference takes place in Edinburgh on 5–7 September; papers are now being sought. The online paper submission system for ALT-C 2006 is at <http://www.alt.ac.uk/altc2006/papers.html>

The closing date for Research Papers is 14th February, and for everything else is 28th February. For any queries about submitting proposals to ALT-C 2006, please contact Rhonda Riachi (email [rriachi@brookes.ac.uk](mailto:rriachi@brookes.ac.uk)).

### New digitisation report calls for cross-sectoral e-content strategy

A report for JISC (Joint Information Systems Committee) and CURL (Consortium of Research Libraries in the British Isles) and based on research undertaken at Loughborough University, suggests that digitisation projects in the public sector have been unstructured, piecemeal and fragmented. It recommends the creation of a UK-wide strategy to avoid the duplication, gaps in provision and lack of coordination that have hampered public sector efforts in this area.

In spite of such findings, the report points to the phenomenal growth in the richly detailed and flexible material for which publicly-funded digitisation programmes have been responsible in the last ten years. Digital resources are now available to enrich educational experiences at all stages of the learning journey, says the report, from formalised lessons in the primary classroom to the lifelong learner's casual browsing at home.

The full report is available from <http://www.jisc.ac.uk/parkinson.html>

Wilma Alexander (MALTS)

## EUCLID update

2005 was designated Phase 1 of the EUCLID Project, and it was a busy, extremely interesting and successful year. The focus was on building a vision for student administration in the future. Thank you to everyone who took part in the workshops, meetings and presentations which we held: your contributions to this process were invaluable.

At the end of 2005, all of this work was drawn together to set out the vision for student administration in the future, and recommendations on how the University can achieve it, in our **Strategic Case**.

The Strategic Case functions like an initial business case for the EUCLID Project. It recommends that the University purchase an 'off the shelf' package that will provide a single shared student management and information system. It also emphasises that buying new technology is only half the solution, so we recommend far-reaching business change to make our processes and practices faster, smoother and more focused on the needs of students and staff.

To make sure of organisational agreement to the recommendations, the Strategic Case is being reviewed by the following groups, and will only move forward with their approval:

- 10 January – Principal's Strategy Group
- 18 January – Central Management Group
- 6 February – Finance and General Purposes Committee
- 27 February – Court

If the Strategic Case is approved, then the EUCLID Project will have the green light to move forward.

Phase 2 would involve carrying out the procurement part of the project: looking at the technology available to help transform student

administration, and finding a product to suit our needs. It would also involve working with colleagues to start preparing for change. In other words, Phase 1 was about building a vision for student administration; Phase 2 would be taking the first steps towards achieving that vision.

We will be back in touch soon with more detail about plans for 2006, and how you can get involved in Phase 2. If you have any questions or comments meantime, please contact us at [euclid@ed.ac.uk](mailto:euclid@ed.ac.uk) or see the latest updates at <http://www.projects.ed.ac.uk/euclid/>

*EUCLID Project team*

## Eurographics conference

The UK Chapter of the Eurographics Association (EGUK) presents *Theory and Practice of Computer Graphics 2006*. The conference will be held at the University of Teesside on 20–22 June 2006, and the deadline for papers is 27th February.

Full details and submission categories are at <http://www.eguk.org.uk/TPCGo6/>

*Paul Hatton (Birmingham)*

## New teaching & learning section on NCeSS website

'Insight' is a new area of the National Centre for e-Social Science (NCeSS) website showing how e-Science can assist social science researchers. It consists of a collection of resources which illustrate some of the many ways in which technology is starting to enhance social science research.

The site has tutorials and guides, pilot demonstrator software walk-throughs, case studies of pioneering research, FAQs and course details. Visit Insight for more details, at <http://www.ncess.ac.uk/insight/>

*Hazel Burke (NCeSS)*

## EdLAN disruption and protection

In December an unregistered wireless base station was connected to EdLAN, the University's core network, causing considerable disruption to services throughout the University.

Since this action undermined the performance of computing facilities, it was in breach of the Computing Regulations (<http://www.ucs.ed.ac.uk/EUCS/regs.html>).

In order to prevent a reoccurrence, EUCS has modified EdLAN so that it will block any connection which threatens to cause this type of disruption. This will have the effect of closing down the local network until the offending device is removed, in order to contain the problem within one School or Unit.

This enhancement is just one of the many measures EUCS takes to ensure the integrity and availability of the University's network.

There is an agreed policy for attaching wireless equipment to EdLAN, requiring registration to avoid wireless interference and to implement best practice: see <http://www.ucs.ed.ac.uk/nsd/access/wprivate.html>

*Scott Currie (EUCS)*

## Wireless, wireless everywhere

Edinburgh is one of nine UK cities in which communications company The Cloud plans to install wireless Internet access points across the city centre (<http://news.bbc.co.uk/2/hi/technology/4578114.stm>).

In an imaginative experiment, the University of Abertay is evaluating solar-powered lamp-posts that incorporate wireless access to the Internet – and hoping for lower energy bills as a result (<http://news.bbc.co.uk/1/hi/scotland/4579718.stm>).

*Nick Stroud (EUCS)*

# People: we win some, we lose some...

## Barry Croucher: new IS Helpdesk Manager

Managing the Information Services Helpdesk is an exciting challenge for me, and I was delighted to start work at the beginning of January. I hope to make a positive contribution to the work of the Helpdesk team in delivering a high quality, integrated IS enquiry service for University staff and students.

I anticipate that my role will bring me into contact with a wide range of IS and other staff, and I look forward to meeting you in the weeks and months ahead. In the meantime, you may be interested to learn a little of my background.

I studied History at University of Wales, Swansea, and completed a PhD on 'British working class attitudes to war and national defence between the Boer and First World Wars'. I then found I had to bring in some money! I started work in academic libraries at Kingston University, then moved to Oxford, where I spent two years at the Bodleian Library, with its rich collections and fascinating environment. The highlight of my time there was helping to manage the work of refurbishing the historic Upper Reading Room of the Old Bodleian.

For the past five years I have worked as Deputy Site Librarian at the University of Sunderland's modern St. Peter's Library, built on the banks of the River Wear. What I have liked best about this role is its variety, and I am sure that the experience I have gained will be useful in my new role as IS Helpdesk Manager.

Finally, you may notice that my career path has taken me northwards: as a fan of Southampton Football Club, in their present condition, you may understand the reason why!



Barry Croucher (Information Services)

## Ann Scott



Ann Scott retired at the end of December, having spent almost 28 years working on the ERCC/EUCS/IS accounts – all from the same office at JCMB.

At her retirement party Ann gave a lively account of the interview with Hamish Robertson which resulted in her appointment, in 1978 – when the accounts were kept in old-fashioned ledgers; computerisation came later. From that time to this Ann kept the accounts in immaculate order, and all staff on their financial toes, constant and reliable as the changes swirled about her.

We wish Ann a long and happy retirement – and doubtless a lively one, with her three grandchildren!

*Helen Foster (Information Services)*

## Jenny Arnott

Jenny retired at the same time as Ann, after spending almost 16 years in a variety of roles. She originally joined the University's Telephones Project, to work with Frank Barratt. This was in the early days of word-processing, with OffLoad and then Wordcraft, which brought new and challenging needs for training and support. So Jenny joined the Office Systems team, to be a tutor, and she has been at the heart of IT training ever since, running local and national courses, and helping to raise standards. She will be greatly missed!

*Chris Adie (EUCS)*



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Contributions to *BITS* are welcomed.

Copy deadline for February *BITS*:

**Wednesday 18th January**