

## IN THIS ISSUE:

**NEW FROM LUNCHTIME LEARNING**

**STRENGTHEN YOUR MANAGEMENT SKILLS WITHOUT LEAVING YOUR OFFICE**

**NEW STATISTICAL DATABASES AT THE STATE LIBRARY**

## NEW FROM LUNCHTIME LEARNING

The New Jersey State Library offers great learning opportunities through our lunchtime classes. These are designed to teach attendees about resources accessible through the New Jersey State Library and to offer tips for conducting research. The classes fill up quickly. Some great new class topics are offered this year including crowdfunding, finding the right book and preserving photographs. Check out our website for our current list of classes (<http://www.njstatelib.org/events/category/lunchtime-learning/>).

If you can't get away from your desk or don't work around Trenton, webinars are also offered. Visit the website to take advantage of our archived webinars for previously held sessions

([http://www.njstatelib.org/research\\_library/electronic\\_resources/learn\\_at\\_njsl/tutorials\\_and\\_webinars/](http://www.njstatelib.org/research_library/electronic_resources/learn_at_njsl/tutorials_and_webinars/)).

New to our instructional information is our Lunchtime Learning Blog where opportunities to gain knowledge continue

(<http://www.njstatelib.org/blog/lunchtime-learning-blog/>). Here you will find write-ups posted after every class which include links to handouts, lists of useful websites and answers to questions. Everything is in one place to give you information on recent classes, to review or share with a coworker.

And there's more: Lightning Talks have been added to the Lunchtime Learning classes. These sessions include multiple speakers giving quick, bite-sized presentations on a unified topic like technology and accessibility.

Take advantage of all these learning opportunities. As always we want to offer classes and learning opportunities of interest to you. If you have any suggestions or comments that could improve our Lunchtime Learning session, please do not hesitate to reach out to [alevandowski@njstatelib.org](mailto:alevandowski@njstatelib.org) or 609-278-2640 ext. 190.

### Lunchtime Learning Blog Items

#### Lightning Talk: Technology and Accessibility

Posted December 4, 2015 by Andrea Lwandowski

Features available in databases and on mobile devices can make finding and accessing information easier for all people but especially for individuals with vision impairments, learning disabilities, or other special needs. On December 2, 2015, Ben Saracis, Mary Kavan-Kaplan and Andrea Lwandowski presented short Lightning Talks about the intersection of technology and accessibility in research. [ ] Read More ->

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#### Using Acting Preparation Techniques to Improve Your Public Speaking Skills Recap

Posted November 17, 2015 by Andrea Lwandowski

Written by Karen Curran, Talking Book & Braille Center Effective verbal communication remains critical even in our technical age. In fact, excellent public speaking skills actually complement your technical proficiency and set you apart from the crowd! Whether you are asked to give the keynote at a conference or to receive a customer's retirement award. [ ] Read More ->

## STRENGTHEN YOUR MANAGEMENT SKILLS WITHOUT LEAVING YOUR OFFICE



Would you like to strengthen your management skills? Would you like to consult multiple books simultaneously but don't want to carry those heavy print books? Use the State Library's e-book collection. It's easy to access and in just a few clicks, you can have simultaneous management-based books loaded on your tablet, thereby bringing a complete management education right to your desk. You can also choose to download books to read offline.

If you are thinking of taking the Civil Service Management Test Battery, the e-book collection can help. On the Civil Service Commission website

([http://www.state.nj.us/csc/seekers/jobs/orientation/mtb\\_guide.html](http://www.state.nj.us/csc/seekers/jobs/orientation/mtb_guide.html)), a list of the major competency areas associated with this test is provided. Nine competencies from problem solving to process

improvement are listed with a description of what is included in each area.

Recently one of our librarians decided he would see if there were e-books that would cover each of the nine competency areas and he was successful in finding at least one book for each. You can find the blog post with a list of possible books from our e-book collection as well as a brief description of the books' purposes at

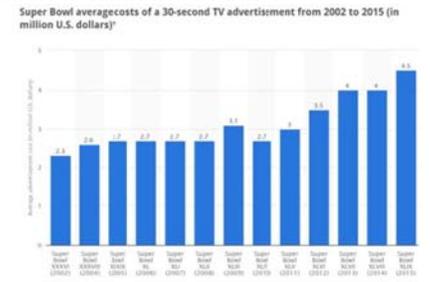
<http://www.njstatelib.org/blog/uncategorized/2015/strengthen-your-management-skills-without-leaving-your-office/>.

The State Library e-book on EbscoHost collection offers more than 15,000 non-fiction books. Remote access is available to state employees and Thomas Edison State College students and staff. Most of the books can be downloaded to your computer or, for e-compatible readers, visit <http://blogs.adobe.com/digitalpublishing/supported-devices>. To find links to instructions for downloading to Apple or Android devices see [http://www.njstatelib.org/research\\_library/electronic\\_resources/ebooks-and-audiobooks/](http://www.njstatelib.org/research_library/electronic_resources/ebooks-and-audiobooks/). For specific questions on our e-books collection, contact the State Library reference desk at 609-278-2640 ext. 103 or [refdesk@njstatelib.org](mailto:refdesk@njstatelib.org).

## NEW STATISTICAL DATABASES AT THE STATE LIBRARY

Whether you're in need of serious or fun statistics, these databases offer good information to fill in the blanks.

**Statista** ([http://www.njstatelib.org/electronic\\_resources/databases/by\\_title/s/](http://www.njstatelib.org/electronic_resources/databases/by_title/s/)) is an easy to search database with international coverage containing government, marketing, career and behavioral statistics. It brings together not only statistics but also studies, dossiers, forecasts, industry reports and infographics. Find out the amount of ecommerce in the United States or India. Want to know about holiday shopping in the United States or the UK? It's in **Statista**. Need some fun facts about last year's Super Bowl for this year's party? Find costs of Super Bowl XLIX's advertisements, spending, ratings and revenue, the playoffs, ticket prices and salaries. *(Download the graph after you find what you need. At right is the cost of advertisements over the years for the Super Bowl.)*



Once you find what you're looking for, you can download it in chart format in excel, powerpoint, pdf, or a png image. You can even choose your format such as American Psychological Association (APA) or Modern Language Association (MLA).

**Quandl** ([http://www.njstatelib.org/electronic\\_resources/databases/by\\_title/q/](http://www.njstatelib.org/electronic_resources/databases/by_title/q/)) contains data sourced from nearly 500 high quality public data sources such as central banks, exchanges, brokerages, governments, statistical agencies, think tanks, academics, and research firms. These are collected into open financial and economic data sets, and made available for free on a single comprehensive platform. The database has international coverage and covers statistics by country; region; financial data such as stock, futures, economics, education, energy use, and demographics; and social aspects such as health, cultural statistics, quality of life, health and disease.



As an example, if you went into the economics category and taxes, you could find information on international trade taxes, tax rate as a share of commercial profits by country and net tax revenue as share by Gross Domestic Product.

Both **Statista** and **Quandl** are available with your library bar code number to state employees and Thomas Edison State College staff and students.

**Questions?** Contact the Reference Department at [refdesk@njstatelib.org](mailto:refdesk@njstatelib.org) or 609-278-2640 ext. 103.

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If you would like to sign up to receive The LINK, contact Cindy Warrick at [cwarrick@njstatelib.org](mailto:cwarrick@njstatelib.org) or 609-278-2640 ext. 172.

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