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5. Computer projectors (ceiling mounted and portable) - conne	ct laptop to
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 Public printers - power on/off, load paper, clear jams, replace cartridges 	e toner
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7. Public printers - print documents on public printers using Pharos system
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SurveyMonkey.com - Powerful too! for creating web surveys. Online survey software ma... Page 4 of 34

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15. Library and Archives security system - basic familiarity with purpose and
functions of door alarms and security gates
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20. Fax machine - start up and shutdown, send documents, load paper
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24. Handheld barcode scanners - use equipment to scan barcodes on library materials for circulation module
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SurveyMonkey.com - Powerful tool for creating web surveys. Online survey software ... Page 11 of 34 Add Question Add Page Edit Delete Copy/Move Add Logic 34. MS PowerPoint - create and modify and presentation Not part of my job/do not use Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page Edit Delete Copy/Move Add Logic 35. Graphics software (Photoshop, Paint, etc) - create and modify an image Not part of my job/do not use Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page Edit | Delete | Copy/Move | Add Logic 36. Multimedia (e.g. Dreamweaver, Fantasia) - create and modify a multimedia program Not part of my job/do not use Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page

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Edit: Delate CopyMove Add Logic
37. Adobe Acrobat Reader - open, navigate, save, and print PDF documents
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38. Adobe Acrobat Professional - create PDF documents
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39. Web browsers - save files and documents from the web
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40. Web browsers - know how to search the web using 2 or 3 different search engines
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41. Web browsers - turn on/off plug-ins, pop-ups, and cookies	
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to: Delete CopyMore Addition 42. Do you have any other software skills that are not listed above?	
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43. Reference databases - determine scope and coverage of database	
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Edit Delete Com/Move Add Losts 44. Reference databases - conduct basic search functions
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45. Reference databases - identify relevant results
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46. Reference databases - download results to media storage, bibliographic software, or email
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47. Reference databases - use controlled vocabularies and content filters as available
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SurveyMonkey.com - Powerful tool for creating web surveys. Online survey software ... Page 15 of 34 Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page Edit | Delete | Capy/Aova | Add Logic 48. Reference databases - understand and use available display options (e.g. fulltext, citation and abstract, custom) Not part of my job/do not use Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page Edit Delete Copy/Move Add Logic 49. Do you have any other Reference Database skills that are not listed above? Yes No If Yes, please specify below Add Question Add Page 5. Web authoring Edit Fage Delete Fage CopylMove Additiogic Add Question Add Page Edit Delete Copy/Move Add Logic 50. Library webpages - create webpages using HTML or web authoring software Not part of my job/do not use Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below

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67. ALEPH system circulation module - place holds and check hold status	
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70. ALEPH system circulation module - update patron record and register
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SurveyMonkey.com - Powerful tool for creating web surveys. Online survey software ... Page 32 of 34 Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page Edit Delete Copy/Move Add Logic 105. Use Duke financial systems (SAP R/3, Pillar, Paris) Not part of my job/do not use Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page Edit Delete Copy/Move Add Logic 106. Use online vendor systems (Rittenhouse, Swets) Not part of my job/do not use Not part of my job, but have those skills Part of my job and need no further training Part of my job and need advanced training Part of my job, but need specific training - please specify below Add Question Add Page Edit Delete Copy/Move Add Logic 107. Do you have any other Online Adminstrative System skills that are not listed above? Yes No If Yes, please specify below

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Add Question Add Page 15. Other Technical Skills Edit Page Delete Page Copy/Nove Add Lógic Add Question Add Page Edit | Delate | Copy/Move | Add Logic 108. Are you fluent in any foreign languages? Yes No If Yes, please specify the language(s) and your level of profiency below - read, write, or speak Add Question Add Page Edit Delete Copy/Move Add Logic 109. Do you write scripts, macros, or special programs to automate tasks or write reports using MS Word macros, java applets, SQL queries, or other applications? Yes No If Yes, please list the applications below Add Question Add Page Edit Delete Copy/Move Add Logic 110. Do you have any other technical skills that are not listed in this survey? Yes No Add Question Add Page

16. Thank You! East Page Defete Page Copy/Move Add Logic

The Staff Development/Customer Service Committee would like to thank you for completing this survey. Please click "Done" to submit your preferences.

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