

Subject: 2006 Jan SLU



State Library Update

www.silo.lib.ia.us

January 2006
Vol. 4, no. 1

Here's what's new at the State Library:

- *The State Library announces **Ask A Librarian**, a new service to save state employees time and make state government easier to navigate.
- *The **State Law Library of Iowa**, located on the second floor of the state capitol, is an invaluable resource for legislative information.
- *Help celebrate **National Library Week** by attending a wide variety of free classes, attending a Lunch & Learn discussion on the evolving avian flu and the history of influenza in Iowa by Dr. Russell Carrier, or by stopping by our display in the Capitol Building, April 3-7, 2006.
- *Make your agency's digital publications permanently accessible to the public: **Iowa Publications Online** received more than 34,000 web hits in the month of December 2005, and can help insure the broadest possible access to your agency's important information.
- *Many **tax forms** are available in the State Library reference area in the Miller Building.

Ask a Librarian is a link you can add to your agency's website to give your web 'customers' one more option for finding information. This service presents a seamless interface to state government for Iowa citizens and it saves your agency time in researching questions outside of your scope.

Ask a Librarian is being used on the official State of Iowa website www.iowa.gov and the Iowa Legislature's website www.legis.state.ia.us with great success. Let the State Library's professional research staff use their knowledge of state government and in-depth resources to assist your agency in providing the best possible information to your customers. Answering customers' questions is a top priority of the State Library's professional staff and replies are usually within one business day.

Take advantage of this free service by adding an **Ask A Librarian** button with a link to: www.silo.lib.ia.us/misc/contacts.html to your agency's website.

If you have questions, please contact Barbara Corson at the State Library at 515-281-4352, 800-248-4483, or barb.corson@lib.state.ia.us.

The **State Law Library of Iowa**, located on the second floor of the state capitol (between the House and Senate chambers) is an invaluable resource for legislative information. Confused and overwhelmed trying to wade through legislative data? Contact us for facts about bills, legislators, lobbyists, legislative directories, committees, fiscal notes and budgets, legislative publications, House and Senate schedules, legislative archives, statutes, rules and regulations, state agency annual reports, and connections to state government officials, departments and resources. Explore the state legislature's website at www.legis.state.ia.us. Can't find what you're looking for? Click on the "Ask a Librarian" button!

Call the Law Library at 515-281-5124, 800-248-4483, fax us at 515-281-5405, or e-mail us at law@lib.state.ia.us for all your legal, legislative and judicial information needs.

The State Library will celebrate **National Library Week**, April 3-7, 2006, with a variety of free training opportunities for state employees. Classes will cover a wide range of information and research areas including finding grants information, finding demographic statistics, using State Library databases for research, and getting the most out of the internet.

In addition, the State Library will sponsor a "Lunch and Learn" session on April 15th from 11:30-12:30. This is an opportunity to listen to Dr. Russell Currier, DVM, MPH, Vectorborne Disease Consultant, and Army Reserve Ambassador for Iowa (formerly of IDPH). During his talk you will learn about the evolving avian flu, the history of influenza in Iowa dating back to the pandemic of 1918 and how we are preparing for the next possible pandemic.

The *State Library Update* in March will include complete information about these activities.

Your agency spends time and money producing the best possible publications to educate and inform the public. How do you make these digital publications not only easy to find, but permanently archived, at no cost to you? Deposit them in **Iowa Publications Online (IPO)** <http://publications.iowa.gov>, the permanent archive for state publications.

Do you plan on keeping your annual report on your website for the next 50 years, and more? We do! Do you want the broadest possible access to your agency's publications? We do! **IPO** was created to assist all of state government in attaining these goals. Once a document is deposited in **IPO** you can add a link to your website from your publications page and not have to worry about server space or page maintenance. Tens of thousands of web hits to **IPO** per month prove that **IPO** is where Iowans go to find state documents.

To register as a depositor go to <http://publications.iowa.gov> and click on "Register". For assistance, or to have the State Library deposit publications for you, contact Margaret Noon at the State Library at 515-281-4315, 800-248-4483, or margaret.noon@lib.state.ia.us.

State and federal tax forms are available at the State Library in the Miller Building.

The State Library offers a wide range of state and federal tax forms and instruction booklets for the tax year 2005.

* State: The Iowa 1040 long form and 1040A Itemized form are available in paper. Form 1040A short form and various state schedules can be photocopied upon request.

* Federal: Form 1040 (plus Schedules A, B, C and EIC); 1040EZ; 1040A (plus Schedules A, B and EIC); and Form 4868 (application for extension of time when filing) are available in paper. Separate instruction booklets are available for each federal form.

All of these tax forms can be found on display in the State Library on the first floor of the Miller Building, or contact the State Library at 515-281-4102, 800-248-4483 or e-mail is@lib.state.ia.us. Forms can be mailed to state employees.

OTHER SERVICES that the State Library offers free of charge are:

*To register for a library card on-line go to <http://www.silo.lib.ia.us/for-state-govt/state-library-card/> and fill out the registration form, or contact our reference desk at 800-428-4483, or email is@lib.state.ia.us.

*The State Library's on-line catalog <http://catalog.lib.state.ia.us> gives you instant access to thousands of resources. If you find something you want, request it with a click of your mouse.

Barbara Corson
Program Director for Library Services
State Library of Iowa
E. 12th & Grand
Des Moines, IA 50319
515-281-4352
800-248-4483
fax: 515-242-6543