



In this issue

Oakland & Beaumont Accounts | **Welcome our New Library Faculty** | **Library Database Trial**

Faculty Corner

Office Hours

Contact Us!

Past Issues

Bridging Communication between Oakland and Beaumont Accounts

by Keith Engwall, Web & Emerging Technologies Librarian

Even though Oakland uses Google for its email and calendar system and Beaumont uses Outlook, that doesn't mean they can't play nice together. Here are some tips to help you bridge the gap between the two systems:

Appointment/Event Invitations Tired of writing out e-mails describing an event or scheduling an appointment? Try sending an invitation!

In Beaumont's Outlook calendar, select New > Meeting Request. In Oakland's Google calendar, create an event, edit it and add Guests. The Outlook and Google calendar systems use compatible event and appointment invitation formats, so by entering the e-mail address of the person you want to invite (at their oakland.edu or beaumont.edu address), they will receive the invitation in the format of their calendar system. They can accept or decline and have the appointment show up in their calendar automatically. Some advanced functions, such as viewing attendee availability, may not work, but the basic functionality works fine.

Redirecting Oakland Emails to Beaumont If you have both a Beaumont and Oakland e-mail account but do not want to have to check both accounts, you don't have to! You can set up your Oakland Google account to automatically forward e-mails to your Beaumont Outlook account with this one-time setup:

1. Log in to **Oakland's Webmail** and click the gear icon (Settings) on the right edge of the screen and click Settings (*about halfway down the list*).
2. Click Forwarding and POP/IMAP, the 6th header along the top
3. Click the Add a forwarding address button at the top.
4. When prompted to enter a new forwarding address, enter your Beaumont email address and click Next.
5. Confirm the e-mail address is correct and click Proceed.
6. You will be informed that a confirmation code has been sent to your Beaumont e-mail address. Click OK and then log out of your Oakland webmail.
7. Check your Beaumont inbox for an e-mail with the subject Oakland University Forwarding Confirmation. In that e-mail, click the long link under the statement "To allow <your oakland e-mail address> to automatically forward mail to your address, please click the link below to confirm the request".
8. Log in to **Oakland's Webmail** and return to the Forwarding and POP/IMAP section (*steps 1&2 above*). You should see that your Beaumont e-mail address has been added, but forwarding has not yet been enabled.
9. Select the radio button next to "Forward a copy of incoming mail to..." and choose whether to keep a copy in your Oakland inbox, mark it as read, archive it or delete it (*not recommended*).
10. Scroll down and click Save Changes. From this point forward, e-mails sent to your Oakland account will be forwarded to your Beaumont account automatically. Existing e-mails will not be forwarded.

If you want to test things, just send an e-mail to yourself in your Oakland e-mail and see if it appears in your Beaumont e-mail. There may be a delay, but you should eventually see your Oakland e-mail arrive in your Beaumont inbox. All forwarded e-mail will be from the original sender and will show your Oakland e-

mail address in the "To" field. Please note that replies to this e-mail will, however, be "from" your Beaumont e-mail address.

You can change the forwarding options or disable forwarding by following steps 8-10 above.

We hope the above tips help make it easier to cope with the different e-mail and calendar systems used by Oakland and Beaumont.

NOTE: Testing of the process to forward Beaumont e-mails to Oakland was not completed in time for this issue. If you are interested in doing so, or if you have questions about the above tips, please contact Keith Engwall at engwall@oakland.edu.

Welcome our New Library Faculty!

 **Keith Engwall, MS LIS, Assistant Professor, Web & Emerging Technologies Librarian** comes to us from Catawba College in Salisbury, North Carolina, where he served as the head of library systems and technology. He received his MLS from the University of Illinois Graduate School of Library and Information Science in 1995. Keith intends to apply his 15+ years of experience in web design, programming, and technology research to create a dynamic mobile and online presence for the library and leverage new technologies to meet the needs of the Medical School and OU community.

Library Database Trial

The Medical Library now has trial access to "Clinical Key" from Elsevier. As part of our user community, explore these resources and let us know what you think via our **Medical Library Resource Evaluation Form** or email!

CLINICAL KEY is a clinical resource building on the content currently found in MDConsult and features over 800 books, 500 journals, 9,000 videos, and First Consult, the evidence-based clinical reference tool. Simply visit <http://www.clinicalkey.com> while you're on campus to start exploring!

Faculty Corner

Highlighted Faculty Publications

Holtrop P, Swails T, Riggs T, De Witte D, Klarr J, Pryce C. Resuscitation of infants born at 22 weeks gestation: a 20-year retrospective. *J Perinatol*. 2012 July 5.

- Drs. Paul Holtrop and Judith Klarr specialize in pediatrics and newborn medicine at Beaumont Hospital Royal Oak and serve as Assistant Professors in the Department of Pediatrics at the OUWB.
- Dr. Cynthia Pryce also specializes in pediatrics and newborn medicine at Beaumont Hospital Royal Oak and serves as Associate Professor in the Department of Pediatrics at the OUWB.

Rodriguez DJ, Afzal A, Evonich R, Haines DE. The prevalence of methicillin resistant organisms among pacemaker and defibrillator implant recipients. *Am J Cardiovasc Dis*. 2012;2(2):116-122.

- Dr. David Haines is Director of the Heart Rhythm Center at Beaumont Hospital Royal Oak and serves as Professor in the Department of Internal Medicine at the OUWB.

Hartrick CT, Rozek RJ, Conroy S, Dobritt D, Felten D. Pain Education: Getting an Early Start. *Pain Pract*. 2012 Jun 20.

- Dr. Craig Hartrick specializes in pain management at Beaumont Hospital Royal Oak and serves as Professor in the Departments of Anesthesiology and Biomedical Sciences at the OUWB.
- Dr. Sean Conroy also specializes in pain management at Beaumont Hospital Royal Oak and serves as Assistant Professor in the Department of Anesthesiology at the OUWB.

Faculty Development Opportunities

Medical Education Research Faculty Learning Community continues! Please join us for the following events! Please email Misa Mi, mi@oakland.edu, with any questions.

- **Friday, August 10, 2012: The H-Index & Journal Impact Factors: Reliable Tools to Evaluate Your Scholarly Work?** (11:00am-12:00pm, KL 100). *Facilitator:* Stephanie Swanberg MSI, Assistant Professor, Oakland University William Beaumont School of Medicine Library.
- **Friday, August 24, 2012: Alternative Ways of Publishing Your Educational Research Work** (12:00-1:00pm, KL 100). *Facilitator:* Dr. Misa Mi, Associate Professor, Oakland University William Beaumont School of Medicine Library.

All OUWB faculty interested in education research are encouraged to participate. Visit the [website](#) to learn more about the faculty learning community or view the complete **2012 Program Schedule**.



130 Kresge Library, 2200 North Squirrel Road, Rochester, MI 48309-4401
(248) 370-3772 | (248) 370-4302 fax | <http://library.oakland.edu/medical> | medref@oakland.edu