UNLV Home Page: A wealth of information

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Imagine applying for admission to UNLV without having to leave the comfort of your home. The Official UNLV Home Page on the Word Wide Web makes that scenario a reality.

Les Raschko, director of Publications and Reprographics, defines it as an "electronic marketplace, packaging communications and literature for the university using a new medium."

Raschko, together with the National Supercomputing Center for Energy and Environment and management professionals update the information on a regular basis so colleges, departments, students and faculty, can be included on the World Wide Web.

Information on the Alumni Association and employment opportunities at UNLV are just a keystroke away. Within the section on general campus information are publications, current events in entertainment and athletics, news, a campus map, and information about available workshops.

The home page is also a way to recruit students.

"A student in Japan can look at our catalog and download appropriate portions and make a decision about whether they want to be admitted to this university or not," said Raschko.

The home page also gives access to applications for financial aid, admissions, and residential forms that can be completed on the computer and immediately sent to the necessary departments. Processes that would have taken weeks in the past can now be completed in a matter of minutes.

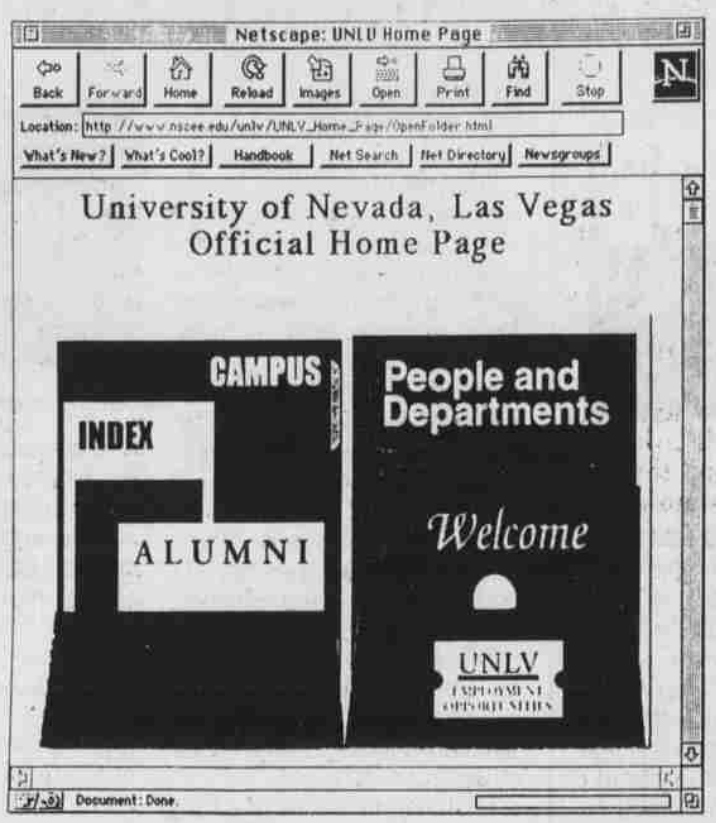
Most of the work done on the UNLV Official Home Page is voluntary, according to Lori Temple, associate vice president for academic afairs, and chair of the Computer Policy Coordinatrion Committee.

"Although the technology is costly for the university, providing and compiling the information costs practically nothing for the students," Temple said.

Dan Mazella, 19, is responsible for compiling and updating the libary home page. Information on the page includes the library's hours for the Spring semester and general student questions, with answers.

According to Mazella, "The home page gives students a chance to find information that they would not find otherwise."

Part of the purpose of the page is to provide accurate and timely information about students, faculty, and departments. This includes graphics, and eventually movies, sound, and even personal interviews of professors who can post their e-mail addressees, and resumes, for other professionals in their field, or students, to get in touch with them personally.



Campus volunteers keep the official UNLV Home Page up-to-date.

Training for creating pages on the World Wide Web is covered in a new class called "Seminars in Management Information Systems: World Wide Web. MIS 485."

The organizers and professors are Justine Clarkin, UNLV Supercomputer Center; Anthony R. Hendrickson, assistant professor of management; Joseph Lombardo, UNLV Supercomputer Center; and William Newman, professor of management. This class gives students the skills necessary and the opportunity to organize information for the Web.

According to Lombardo, UNLV's utilization of modern technology in this way has evolved over the past seven to eight years, but it was just within the past three years, as the World Wide Web became popular, that "informational pages" have been gathered together as a "marketing strategy for UNLV."

Lombardo says approximately 600 out of 3500 colleges around the United States have the resources to utilize the World Wide Web. "All universities are figuring out 'How do we handle this new media?' And so are we," said Lombardo.

Any student who is interested in working on the home page can do so simply by applying, on the forms available on the home page, and sending the application to the appropriate deans or organization heads. According to Raschko, "When the students cut the umbilical cord they're on their own. That information is theirs to maintain its accuracy...and begin to enhance their own look." This information can be updated daily or monthly and the dean for each department appoints someone to be responsible for maintaining the information.

Supervision of the information put on the Internet is mainly the responsibility of the individual who puts it there. However, deans and department heads oversee what goes on the home page.

Software

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lowing you to make immediate contact with employers you have an interest in.

I value this software so highly that my publisher worked out an agreement with the developer to provide a free copy of a limited edition of *Job-Hunt* to the purchasers of my book. It's truly outstanding job-search software.

Personal information manager— *Maximizer* (Modatech Systems International, 214-929-7111) is the most comprehensive software for managing your daily activity, although it has the obvious limitation of a PIM software—you need to have your computer up and the software loaded to use it.

That's fine for the previously listed software (which are computer intensive), but my true recommendation in the category of personal information management is to make use of a *paper* planner, such as a pocket Day-Timer or Franklin Planner. They slip in your pocket and are available for an update on a moment's notice, which is typically more effective for college student job search than to be computer-bound with a PIM.

If you don't currently have a pocket planner, call Day-Timers at 800-225-5005 and tell one of the very polite order takers that you would like to order one of their free (can't beat that price) Pocket Day-Timer Sample Kits. They will promptly send you a two-month supply of planners in a variety of styles and full of instructions on how to use them profitably.

That will give you enough time to get used to the system and decide which style you like best in case you want to order more.

Interview preparation— *No winner.* Quite frankly, no software can adequately prepare you for your interview. Most software on the subject merely provide you with the standard template of interview questions. Yet they all lack interaction and true feedback.

You will be much better prepared for your interview by spending time in a live mock-interview (especially if it's videotaped for later review) with a counselor from your Career Placement Center.

Remember than any job-search software, even truly outstanding software, can only assist you. The job search is still your own. And the success will be all yours.

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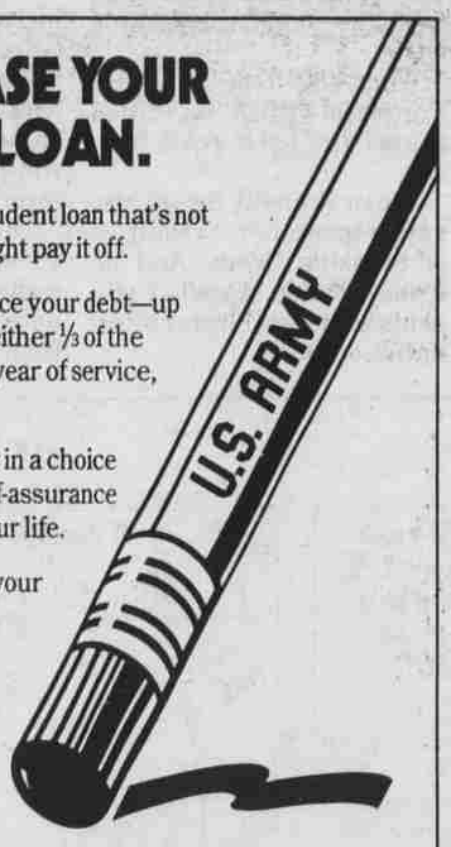

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