

DID YOU KNOW THAT?

URBE UNIVERSITY Library has one important Database: Proquest Ebook Central

You can find this Multidisciplinary Database in URBE Digital Library or LIRN. This Database includes the most complete collection with nearly 1.85 million eBooks from 1,300+ leading publishers covering all Academic Disciplines, Business, Education, Computer Science, Marketing, Mass Communication, etc. Researchers have access to everything they need in one place.

Quick Guide for access to: PROQUEST EBOOK CENTRAL

1. Go to: <https://library.urbeuniversity.edu/>
2. Click on Databases and click on: <https://www.lirn.net/>
3. Sign in for full access with the library credentials and choose the Database: **Proquest Ebook Central**
4. Search for books by entering a **Keyword, ISBN, or other Terms into the Search Box**. For more search options, click "Advanced Search" or "Browse Subjects"
5. Narrow search results using **Year Published, Subject, and other filters** at the left.

If you have a doubt please contact to:
Karely Carrion. URBE Librarian
karely.carrion@urbeuniversity.edu



Library Orientation for New Students and Instructors Fall B-2023

DATE: October 18 to 24, 2023
TIME: 2:00 to 3:00 PM
WHERE: Zoom Platform

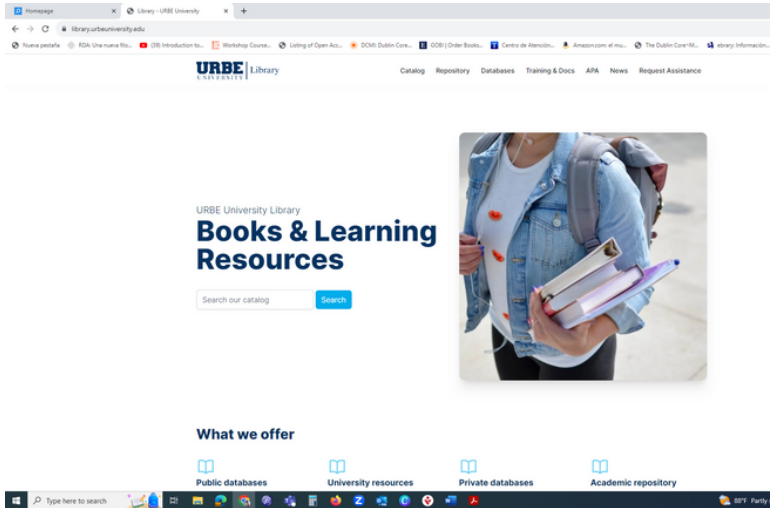
APA format : How to Cite Books and Journals.

DATE: October 26, 2023
TIME: 2:00 to 3:00 PM
WHERE: Zoom Platform

How to use the tools in Proquest Ebook Central Database

DATE: October 13 and 30, 2023
TIME: 2:00 to 3:00 PM
WHERE: Zoom Platform

DID YOU KNOW THAT?



URBE University Library has a Webpage with relevant information for your courses. You can access this page through the link:

<https://library.urbeuniversity.edu/>

The URBE Library Webpage has different sections such as Catalog, Digital Repository, Databases, Training and Docs, APA, Newsletters, and Request Assistance.

The Databases session includes:

Private Databases

[LIRN \(Library Information Resource Network\)](#)

[Florida Electronic Library \(FEL\)](#)

Open Access Databases A-Z

Includes the list of important Open Access Databases that you can use for your courses.



8 Time Management Techniques For Busy People

Jay R. Young .

Forbes Marketplace

<https://www.forbes.com/sites/forbesmarketplace/2021/01/20/8-time-management-techniques-for-busy-people/?sh=12ffe02f61e5>

There are some great time management techniques that may help simplify how you work, get tasks done more efficiently, and free up more time for whatever you choose.

1.- Organize your work around your energy levels. Your productivity levels are directly related to your energy levels, so if you can, try to schedule your hardest tasks for when your energy levels are at their highest.

2.- Make a plan for the day. Before you go to bed, write a to-do list for the next day. When you plan ahead, you're mentally preparing yourself for any challenges you may face. It may also help you work faster and more efficiently.

8 Time Management Techniques For Busy People

3.- Start your day with the most important task. When you start the day off by completing your most important task, you'll give yourself a boost of momentum and a real sense of accomplishment.

4.- Prioritize tasks. When every task is a priority, nothing is. Urgent tasks should be the highest priority, then look at any high-value tasks, while relegating low-priority tasks to the back of the queue.

5.- Learn to outsource. You do not have to complete every task yourself. Especially low-priority tasks. Sometimes it's better to outsource these tasks if you can, so you can focus your attention on the more pressing tasks.

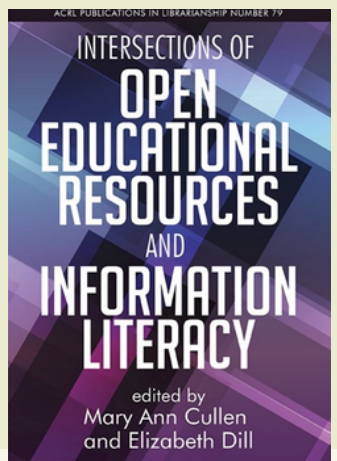
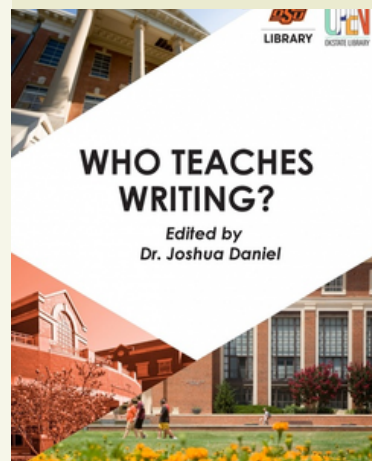
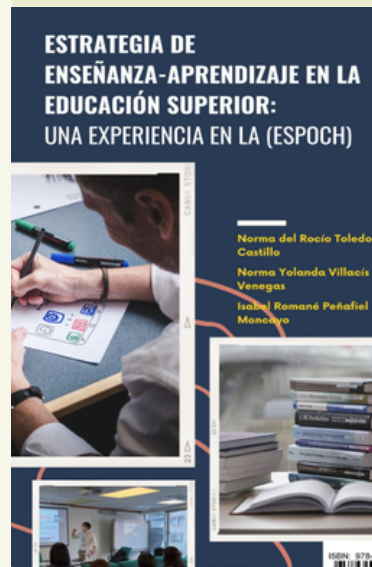
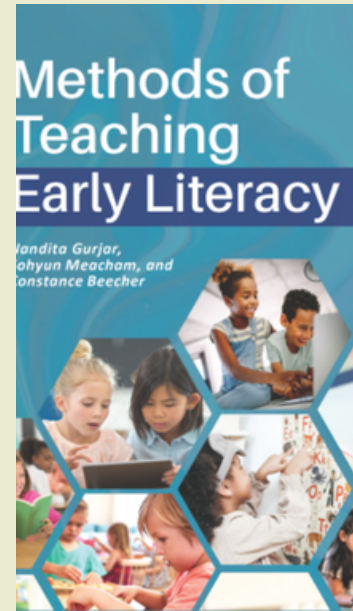
6.- Automate repetitive tasks. Fortunately, today there is a lot of technology available that can help automate many of your tasks. Tools that can schedule your social media posts, create canned email responses, and automatically fill in online forms at the touch of a button. Automating these tasks could save you several hours each week.

7.- Eliminate unnecessary distractions. When you are distracted, getting your focus back can take a while. This can greatly limit your productivity.

8.- Realize that things do not need to be perfect. It's easy to get caught up in trying to make everything perfect. However, perfectionism will slow you down and could result in deadlines being missed.



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APA style (also known as APA format) is a writing style and format for academic documents such as Scholarly Journal Articles and Books.

It is commonly used for citing sources within the field of Behavioral and Social Sciences, including Sociology, Education, Health Sciences, Business, Criminal Justice, and Anthropology, as well as Psychology. Including APA citations and references in your research projects is a very important component of the research process. When you include Citations, you're being a responsible researcher. You're showing readers that you were able to find valuable, high-quality information from other sources, place them into your project where appropriate, all while acknowledging the original authors and their work.

Use these pages for find all information referent to the APA format.

Paper Format

<https://apastyle.apa.org/>

In-Text Citations

<https://apastyle.apa.org/style-grammar-guidelines/citations>

REFERENCES

<https://apastyle.apa.org/style-grammar-guidelines/references>

OCTOBER HOLIDAY



October is the Month to show solidarity and support for those affected by Breast Cancer, the second most common cancer among women in the US.

How to get involved

- Sport a pink ribbon throughout October.
- Wear it pink.
- Organize a fashion show.
- Raise awareness through festivities.
- Create a themed board.
- Auction off bedazzled bras.
- Give a breast cancer survivor speech.
- Go casual at work.
- Start a health campaign.
- Get active by joining or creating a local race or personal challenge to fundraise for research.

OCTOBER HOLIDAY



World Teachers' Day is held annually on October 5 to celebrate all teachers around the globe. World Teachers' Day has been celebrated since 1994.



Each year there is a different theme for World Teachers Day.



More than 100 countries commemorate World Teachers' Day and each holds its own celebrations.

OCTOBER HOLIDAY



Columbus Day 2023 Monday, October 9

**Columbus Day was first
Celebrated in 1792.**

San Francisco has the oldest continuously running Columbus Day celebration in the US.

In 1907, Colorado became the first state to celebrate Columbus Day.

Timeline

1792

First recorded celebration of Columbus Day in New York

1892

President Harrison proclaims national observance of Columbus Day

1971

Columbus Day moved to the second Monday of October

1992

Quincentennial of Columbus's voyage sparks protests and debates

OCTOBER HOLIDAY



OCTOBER 31 HAPPY HALLOWEEN

Halloween is widely associated with costume parties and events where people dress up as their favorite horror or scary character.



There are many Halloween symbols. They include animals, such as black cats, bats, and spiders



Traditions : Trick-Or-Treating, jack-o-lanterns, horror movies



"Books are like a friend you can always count on. Best of all, I can constantly choose whom to be accompanied by; There will be times when I have to read scientific articles because of my profession and my understanding is a little more rigorous, but every night I also choose to be accompanied by a good story that takes me to other parts of the world".

"Los libros son como un amigo con el que siempre puedes contar. Lo mejor de todo es que constantemente puedo elegir por quién estar acompañado; habrá ocasiones que tengo que leer artículos científicos por mi profesión y es un poco más riguroso mi entendimiento, pero también cada noche elijo estar acompañado por una buena historia que me lleve a recorrer otros lugares del mundo".

READING



4/8/2015

