

State Employee Resources

Professional Development

LearningExpress Library and Universal Class

Find a variety of resources that will prepare you for career success, including popular interactive software tutorials that will take your computer skills to the next level. Tutorials in Microsoft Office products and Adobe applications plus Crystal Reports, WordPress, SQL and many more are available from the library's website 24/7. These resources are great for professional development at no charge. Visit kslib.info/eor and look under Skill Builders.

LearningExpress Library Courses:

- Microsoft Word, Excel, Access, PowerPoint, Project, etc.
- Business Writing
- Workplace Skills Improvement

Universal Class Courses:

- Over 500 courses in 30 subject areas
- Computer training courses
- Instructors to answer questions
- Many offer continuing education units (CEUs)

Work-Related Research

Go to Online Databases at kslib.info/employees to access these resources.

ProQuest

A multidisciplinary resource featuring more than 10,000 full text journals, working papers, and news across 150 subject areas such as health, children, education, government, business, management, human resources, and more.

HeinOnline

Allows quick access to Kansas Session Laws and historical state statutes for researching and attaching to correspondence. Other Hein resources are: CFR and Federal Register, U.S. Code, and Subject Compilations of State Laws.

NewsBank

Brings together current newspaper articles from thousands of newspapers including 13 Kansas papers. Coverage for most papers begins in the mid-1990s. Ask us how to set alerts.

Kansas Government Information Online Library

Find born-digital as well as digitally rendered material published by Kansas government agencies. Publications are searchable by keyword or can be browsed by agency. Search now at <http://kslib.info/KGI>

SAGE Criminology Collection

This collection provides state agencies with access to thirty-six full text, research-quality journals on criminology.

StateStats

Provides downloadable annual statistics at the state and local government level.

Lexis-Nexis State Capitol

Searches proposed legislation, state statutes, and state regulations for all 50 states.

ASK

a Librarian

Live Chat available M-F, 8AM-5PM

I have a question on legislation.

I'm looking for articles on...

EXECUTIVE ORDERS?

I'm looking for a newspaper article.

Can you give me the legislative history of this statute?

Can you find this information for me? It's not available anywhere.

Do you have any training videos?

I'm looking for a state document.

Ask a Librarian is an online reference service powered by the State Library of Kansas Reference Department. This service is perfect for state employees with reference questions or those looking for particular documents, articles, or books.

Visit kslib.info/ask

Orientation and Training

Schedule a time for training in the use of library information products, tools, and services. Instruction is offered at no cost to state employees. Customized training is developed to fit your needs. One-on-one or group sessions are available. Email cindy.roupe@ks.gov for more information about orientation and training.

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Suggest a publication: There are hundreds of other journals available for this service. To find out if your non-listed favorites are included, enter the title below and someone from the Reference Department will contact you.

2 Fill out the required information (please print clearly)

Full Name

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3 Send to the State Library of Kansas (choose an option)

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Topeka, KS 66612

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