

Home Improvement

Plainfield Public Library Pathfinder

July 2010

If you're looking to build your first home, or do much needed repair work on your abode, the Plainfield Public Library offers a wide selection of books and magazines to help you out.



If you to want to build your own home, try **The Complete Idiot's Guide to Building Your Own Home** (690.837 RAM D) by Dan Ramsey.

Going over everything from home design to cost to making your home energy efficient, this book is an a to z of the basics. **This Old House Sourcebook** (690 THI) provides an overview of the tools and materials you'll need to construct and repair your home.

If you're ready to try some specific areas of home building/improvement, try **Carpentry for Dummies** by Gene and Katie Hamilton (694 HAM). Learn all the basic skills of woodworking and how to use tools. The book includes instructions for home repairs.

Oh no! Your toilet is backed up. Time to try **Black & Decker The Complete Guide to Plumbing** (696.1 COM). This book goes over everything from how to install plumbing to fixing problems to working with gas pipe.

Every house needs a roof, so try **Roofing and Siding** (695 ROO). Filled with color pictures, this book goes over the construction and repair of roofs and siding.

For choosing and installing a heating system, select the **Heating Handbook** by Chase Powers (697 POW).

The library also holds two magazines devoted to home improvement, **This Old House Journal** and **Family Handyman**. The library keeps back issues going back one year.



Caption describing picture or graphic.

“To catch the reader's attention, place an interesting sentence or quote from the story here.”



Caption describing picture or graphic.

Books

This story can fit 150-200 words.

One benefit of using your newsletter as a promotional tool is that you can reuse content from other marketing materials, such as press releases, market studies, and reports.

While your main goal of distributing a newsletter might be to sell your product or service, the key to a successful newsletter is making it useful to your readers.

A great way to add useful content to your newsletter is to develop and write your own articles, or include a calendar of upcoming events or a special offer that promotes a new product.

You can also research articles or find “filler” articles by accessing the World Wide Web. You can write about a variety of topics but try to keep your articles short.

Much of the content you put in your newsletter can also be used for your Web site. Micro-

soft Publisher offers a simple way to convert your newsletter to a Web publication. So, when you're finished writing your newsletter, convert it to a Web site and post it.

Articles

This story can fit 100-150 words.

The subject matter that appears in newsletters is virtually endless. You can include stories that focus on current technologies or innovations in your field.

You may also want to note business or economic trends, or make predictions for your customers or clients.

If the newsletter is distributed

internally, you might comment upon new procedures or improvements to the business. Sales figures or earnings will show how your business is growing.

Some newsletters include a column that is updated every issue, for instance, an advice column, a book review, a letter from the president, or an editorial. You can also profile new employees or top customers or vendors.

Online Resources

This story can fit 75-125 words.

Selecting pictures or graphics is an important part of adding content to your newsletter.

Think about your article and ask yourself if the picture supports or enhances the message you're trying to convey. Avoid selecting images that appear to be out of context.

Microsoft Publisher includes thousands of clip art images

from which you can choose and import into your newsletter. There are also several tools you can use to draw shapes and symbols.

Once you have chosen an image, place it close to the article. Be sure to place the caption of the image near the image.