

## One Day Workshop on Co-operative Cataloguing and Data Conversion

ADINET in collaboration with INFLIBNET Centre, Gandhinagar and Center for Environmental Planning & Technology is organizing a **One day Workshop on Co-operative Cataloguing and Data Conversion** on Saturday 26<sup>th</sup> July, 2014 at the Center for Environmental Planning & Technology (CEPT), Ahmedabad.

The major technical work done in libraries is classification, cataloging, indexing and data entry of books. This is a time consuming process which requires knowledge of cataloging and also knowledge of the subject covered in the book. Again the catalog work done may not be error free and in a standardized format.

Most college libraries are managed by only one technical staff. Hence the need and importance of co-operative cataloging. Providing support for technical work to College Library Professionals will enable them to devote more time for reader's services.

Both Co-operative Cataloging and Retrospective Conversion will now be more feasible since most college libraries have installed Soul Software.

The workshop will cover the work done for

data conversion of the library resources.

It has been observed that some college libraries, school libraries and government district libraries or public libraries have not yet made use of computers for their library work and are still using traditional library methods. Some of the libraries have introduced automation but catalog details of their entire book collection are not in machine readable form. This is imperative for Resource Sharing. The workshop is targeted to those librarians who want to automate their libraries and those who want to upgrade their library system. The topics to be covered in the workshop are:

- Overview of the Co-operative Cataloguing – how important it is for the library?
- Overview of the Data Conversion – is it necessary? Why and when it is needed?
- Library management software – supporting Cooperative cataloguing
- Hands-on practice of Cooperative Cataloguing and Retrospective Conversion

### Who should attend?

Library and Information Science Professionals, Teacher Librarians, Computer and IT professionals, Research Scholars and Students are welcome to participate in the workshop.

## Registration Form

### One day Workshop on Co-operative Cataloguing and Data Conversion

DATE: July 26<sup>th</sup>, 2014

VENUE: CEPT University

#### (PLEASE USE CAPITAL LETTERS)

Name (Surname first): \_\_\_\_\_

First Name: \_\_\_\_\_

Designation: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (O) : \_\_\_\_\_(R) \_\_\_\_\_

(M) : \_\_\_\_\_

Crossed DD/Cheque No.: \_\_\_\_\_

For Rs. \_\_\_\_\_ drawn on \_\_\_\_\_

\_\_\_\_\_ Bank is enclosed.

Date: / / 2014 Signature

**Last date for Registration: 12<sup>th</sup> July, 2014**

## REGISTRATION

Payment can be made either in cash or through Demand Draft/Cheque drawn in favor of "ADINET" payable at Ahmedabad.

**The registration fee is Rs. 300/-**

**PLEASE REGISTER BEFORE  
12<sup>TH</sup> JULY, 2014**

The duly filled-in registration forms should be sent to:

**Ms. Rhoda Bharucha**

Hon. Director

Ahmedabad Library Network (ADINET)  
Opp. Gujarat University Guest House,  
Navrangpura, Ahmedabad – 380 009

Phone: 079-26305630

Email: [alibnet@gmail.com](mailto:alibnet@gmail.com)

URL: <http://www.alibnet.org>

## PROGRAMME SCHEDULE

**Saturday, 26<sup>th</sup> July, 2014**

09:00 am - 09:30 am Registration and Tea

09:30 am - 10:00 am Inaugural Session

10:00 am - 11:15 am Overview of the Co-operative Cataloguing

11:15 am - 12:30 pm Overview of the Data Conversion

12:30 pm - 01:00 pm CEPT Library visit

01:00 pm - 01:30 pm Lunch

01:30 pm - 02:45 pm Library Management software – supporting Cooperative cataloguing

02:45 pm - 04:15 pm Hands-on practice of Cooperative Cataloguing and Retrospective Conversion

04:15 pm - 05:00 pm Concluding Session

## One day Workshop on Co-operative Cataloguing and Data Conversion

Venue:

**CEPT University,**  
Faculty of Management Building,  
Behind M.G. Science College,  
University Road,  
Navrangpura,  
Ahmedabad - 380009

**Saturday 26<sup>th</sup> July, 2014**



**Organized jointly by**  
Ahmedabad Library Network (ADINET)

Information and Library Network Centre  
( INFLIBNET) &

Center for Environmental Planning &  
Technology (CEPT)

