

The registration fee includes kit, course materials (Software CD), Lunch and dinner. Participants need to register as per the instruction below and send the print-out of registration form along with Demand Draft or NEFT Payment Receipt to Librarian, Central Library, IIT Kharagpur-721302.

How to Apply

Intended participants may register for the short-term course either through online or offline mode.

Step 1: Participants can make the payment through online i.e. NEFT/wire transfer to be made in the name of “CEP-STC”, **Syndicate Bank**, SRIC, IIT Kharagpur, A/c No.-95562200002955 IFSC Code SYN0009556.

For Foreign Applicants, the above account number and Account Name will remain the same. You may need SWIFT Code of the Bank: SYNBINBB120; Bank PAN No. AAAJI0323G; GSTIN: 19AAJI0323G1ZM.

Step-2: Foreign Applicants must submit the “Clearance of the Ministry of HRD, Govt. of India” for VISA purpose.

Step 3: Please fill the online registration form correctly and mention the NEFT Receipt No. & Bank Details properly; Kindly mail to : workshop@library.iitkgp.ernet.in printed filled-in online form along with NEFT details.

PLEASE NOTE: Registration once done and payment already made will not be cancelled, refunded or readjusted.

Accommodation and Transportation

The accommodation for the participants may be arrangement in our institute's guest houses from **6-13 May 2018** on payment basis.

Name of Guest House	Room Type	Charges per day
Visveswaraya Guest House (VGH)	D/B AC Room	600 double occupancy (Limited availability)
Ashutosh Guest House (AGH)	Single Bed AC Room	400/- single occupancy
Technology Guest House (TGH)	D/B AC Room	1000/- single occupancy 1500/- double occupancy

Payment must be made through Debit / Credit Card Only
Submit Online Application for Accommodation & Transportation to Email: workshop@library.iitkgp.ernet.in

Short Term Course Committee on OSSLM-2018 Central Library, IIT Kharagpur

Patron
Prof. P. P. Chakrabarti, Director, IIT Kharagpur

Course Advisor
Prof. P. P. Das, P.I, National Digital Library of India (NDLI)

Chairman
Prof. S.K. Srivastava, Chairman, Central Library

Course Coordinator
Dr. B. Sutradhar, Librarian, Central Library

Souvenir & Course Materials

1. Dr. S. K. Jalal- Convener
2. Mr. Uma Shankar
3. Mr. Atin Nandi
4. Mr. A. K. Goswami
5. Mr. Samrat Guha Roy
6. Mr. M. Manivannan
7. Mr. H. K. Biswal

Inauguration & Registration

1. Mr. Atin Nandi – Convener
2. Mr. P.T. N. Rao
3. Mrs. Rita Ghosh
4. Ms. Moumita Saha
5. Mr. K. Tapas
6. Ms. Gauri Saha

Accounts & Finance

1. Mr. Uma Shankar— Convener
2. Dr. T. K. Ghosh
3. Mr. Iraj Khan

Short Term Course Portal

1. Mr. S. G. Roy — Convener
- #### Accommodation & Transportation
1. Dr. S. K. Jalal– Convener
 2. Mr. Atin Nandi
 3. Mr. S.K. Sharma
 4. Mr. J.C. Mandal
 5. Mr. L. Suresh

Food & Hospitality

1. Mr. A. K. Goswami– Convener
2. Dr. T.K. Ghosh
3. Mr. N. C. Das
1. Mr. Fakir Singh
5. Mr. L. Suresh

Publicity & Correspondence

1. Mr. H.K. Biswal- Convener
2. Mr. S.K. Sharma

Venue, Networking & Printing Materials

1. Mr. M. Manivannan – Convener
2. Mr. P.T.N. Rao
3. Mr. K. Tapas

International Short Term Course on Open Source Software for Library Management (OSSLM-2018)

7-12 MAY 2018



Jointly
Organized by
Central Library
(ISO 9001 : 2015 Certified)
&

National Digital Library of India (NDLI)
(NMEICT Project, MHRD, Govt. of India)
Indian Institute of Technology Kharagpur
Kharagpur-721302, India

E-mail :bsutra@library.iitkgp.ernet.in. Ph: 03222-282432 (O)
Website:http://www.library.iitkgp.ernet.in

Contact us:

If you have any query please mail us :
workshop@library.iitkgp.ernet.in

Dr. B. Sutradhar

Librarian & STC Coordinator
Central Library,
Indian Institute of Technology Kharagpur,
Kharagpur 721302. Ph: 03222-282432 (O)
E-mail : bsutra@library.iitkgp.ernet.in

Dr. S. K. Jalal

Deputy Librarian, Central Library
Indian Institute of Technology Kharagpur,
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E-mail : skjalal@library.iitkgp.ernet.in

Theme of the Short Term Course

In knowledge society, universal and open access to information and knowledge is the mantra and key driving force, which bridges the gap between information-have and information-have-not communities. To enable universal access to knowledge, more and more digital documents need to create and share. Use of more and more open source software helps to join in an interoperable environment and knowledge and technical know-how can be shared among the participating libraries. With the rapid development of technological advances in recent times specially in the field of IT application in libraries in delivering information support services to the users, open source software such as Koha, NewGenLib, Evergreen, Greenstone, DSpace, Fedora, Eprints, VuFind, SubjectsPlus, Drupal and Joomla have been developed to render library services effectively. The main theme of the Short Term Course is to provide theoretical foundation as well as hands-on training on some of these software to the library and information professionals working in India and abroad. The Short Term Course intends to cover the essential concepts and technologies for smooth functioning and building a Smart Library. A true hands-on training will be imparted to all the participants enabling them for installation, configuration and running some of the essential open source software in their libraries.

About Central Library

The Central Library is regarded as the heart of our institute to fulfill the informational needs of the users mainly towards the completion of their academic programs as well as the research activities. At present, the Library is catering to the needs of twelve thousand students of undergraduates, postgraduates, research scholars, seven hundred faculty members and more than one thousand staff members of the Institute. The Central Library is having two internally connected buildings (main and annex) with a carpet area of about **8000 sq.m.** The Central Library has recently received **ISO 9001:2015 certification.**

The Library is using a proprietor Integrated Library Automation Software with all the modules for automated library operations. The Central Library houses and maintains nearly 4 lakh of print documents comprising of books and bound volume journals. The Library procured 2528 print books for the academic year 2016-2017. As far as e-resources are concerned, there are huge collection of e-resources comprising of full text e-journals (27000+), e-books (133,000+), many online databases etc.

As far as facilities are concerned, the Central Library has six air-conditioned reading halls with 2000 seating capacity for the users. The Central Library introduced the facility of 24 x 7 hours reading room facility for 15 days during Semester Examinations of the Undergraduate Students and Post Graduate Students. Library users can make payment for their Library dues, photocopying, printing and scanning through debit and credit card. Web scale discovery service has been introduced in our library where the users can search and browse the full text subscribed e-resources using open source software VuFind integrated with Summon Solution from ProQuest.

Besides, the regular support to the users, Central Library also had taken initiatives to organize several 'Author Workshop' to motivate researchers to publish research articles in reputed journals. Regular

Library orientation programmes are conducted to increase the awareness and optimum utilization of resources.

The Central Library has recently created a congenial reading environment with **Audio Visual Lounge Service** to the users since October 2017. The project was endowed by Prof. T.P. Bagchi, Alumni of IIT Kharagpur.

National Digital Library of India (NDLI) Project

Ministry of Human Resource and Development (MHRD), Government of India, has entrusted the responsibility to IIT Kharagpur to host coordinate and set-up National Digital Library (NDL) towards building a national asset. The main objective is to set up National Digital Library to integrate all the existing digitized and digital contents across educational institutions of the nation using Dspace to provide a single-window access with e-learning facility to different groups of users ranging from primary level to higher education level of our county. The National Digital Library is having a full-fledged office in the Annex building of the Central Library. At present more than 1.2 crore collection which are freely accessible from the site: <https://ndl.iitkgp.ac.in>.

About IIT Kharagpur

Indian Institute of Technology, Kharagpur is one of the oldest reputed engineering institutions established by the government of India in 1951. The institute is presently having 12000 students, 700 faculty members and 1500 administrative staff. The institute has 19 academic departments, 7 centers, and 8 School of excellence. The institute offers 15 B.Tech (Hons.) programs, 38 dual degree programs, 2 interdisciplinary dual degree programs, 6 integrated M.Sc programs, 5 two years M.Sc degree programs of Joint M.Sc PhD. For more detail please visit <http://www.iitkgp.ac.in>.

Objectives

Some of the major objectives of this event would be as under:

- > To provide intensive hands-on-training to the participants on Library Automation using KOHA (*latest version*).
- > To harness modern library tools and technologies for enhancing value to the library services;
- > To enable the participants in creating and maintaining an institutional digital repository (IDR) at their own;
- > To provide advance level training on creating digital library services using CMS;
- > To develop the technological skills to the participants through hands-on training on various aspects and issues of the modern libraries.

How to Reach?

Kharagpur is situated about 120 km West of Kolkata. Participants can reach to Kharagpur in about 2 hours by train from Howrah Railway Station or 3 hours by car from Kolkata Airport. Kharagpur is also connected by direct train services to most major cities of the country. The Institute is about 10 minutes drive (5 km) from the Kharagpur

Railway Station. Private taxis are available from Kharagpur station to reach the institute.

Target Participants & Limited Seat Availability

Interested academicians, working professionals and research scholars in the field of Library and Information Science may attend this advanced training programme which will be very effective to run modern libraries. It may also be noted that IT Professionals working in Libraries are also encouraged to attend the courses. The week-long intensive and advanced training courses on Library and Information Science helps to build their libraries in a smart way and to enrich their professional knowledge. Short Term Course participants are restricted to 80 only.

Resource Persons

- Prof. P. P. Das, Dept. of CSE & PI, NDLI, IIT Kharagpur
- Dr. B. Sutradhar, Librarian & Co-PI, NDLI, Central Library, IIT Kharagpur
- Prof. S. Matilal, RGSO IPL, IIT Kharagpur
- Dr. P. S. Mukhopadhyay, DLIS, University of Kalyani
- Dr. S. K. Jalal, Deputy Librarian, Central Library, IIT Kharagpur
- Mr. S. G. Roy, Assistant Librarian, Central Library, IIT Kharagpur
- Mr. M. Manivannan, Information Analyst, Central Library, IIT Kharagpur
- Mr. H.K. Biswal, Asst. Librarian, Central Library, IIT Kharagpur

Topics to be covered in the Short Term Course

1. Library Automation using Koha
2. Institutional Digital Repositories and Services using Dspace
3. Web based Discovery Services
4. Digital Library Services
5. Content Management System (CMS)

Important Dates

- Short Term Course date: 7-12 May 2018
- Early Bid registration : December 15th – April 15th, 2018
- Late Bid registration : April 16th – April 30th, 2018

Registration & Short Term Course Fees

Category	Early Bid Registration (Dec 15 th - Apr 15 th 2018)	Late Registration (Apr 16 th - Apr 30 th 2018)
Individual	₹ 8000/-	₹ 9000/-
Sponsored	₹ 9000/-	₹ 10000/-
SAARC Countries	US \$250	US \$300
Other Countries	US \$300	US \$350

**** The Registration Fee includes 18% GST**

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National Digital Library of India (NDLI)
(NMEICT Project, MHRD, Govt. of India)
Indian Institute of Technology Kharagpur
Kharagpur-721302, India
Date: 7-12 May 2018

Participant Name:

[Please put a tick mark where ever applicable]

Qualification: BLIS MLIS PhD Others

Profession:

Organisation

Are You a Sponsored
Candidate Yes No

Gender: Male Female

Mobile Number :

Email :

Mailing Address :

Country:

Accommodation
Required on
Payment Basis: Yes No

DD / Online Payment Details

Amount

Draft No / Receipt No

Issuing Bank

Branch Code

Date:

Place:

Signature of participant