# Two Days Offline Training Programme on Retrospective Conversion of Bibliographic Records using Metadata Standards

**02 March - 03 March, 2023**

# Information and Library Network Centre
## Gandhinagar, Gujarat

## About INFLIBNET

The Information and Library Network (INFLIBNET) Centre was established in May 1996 as an independent, autonomous InterUniversity Centre (IUC) of the University Grants Commission (UGC). Major activities and services of the Centre include automation of academic libraries and information centres, creation of union databases of resources available in academic libraries, promote resource sharing among academic libraries, promote information access and transfer, support scholarship, learning and academic pursuits. The Centre acts as a nodal agency for networking of libraries and information centers in universities, institutions of higher learning and R & D institutions in India with an aim to promote scholarly communication. The technology being a driving force in the contemporary education system, the INFLIBNET Centre has taken-up a number of initiatives for the academic community in universities under its purview.

## About Retrospective Conversion

Retrospective conversion is one of the important tasks at the time of automating the library. There are five ways of retrospective conversion such as I) direct entry from the accession register to the ILMS, II) use of excel or access for data entry III) migration from one software to another software and IV) copying catalogue from external sources. V) Online Copy-Catalogue System (OCS). INFLIBNET Centre has already developed an OCS Application to get the ready made catalogue from IndCat and also developed an open source utility for converting data into MARC format. This training programme includes lectures as well as extensive hands-on training which will provide both theoretical as well as practical exposure to the participants.

## Objectives of the Programme

❖ To understand the features and functionalities of Union Catalogue;

❖ To use the Online Copy-Catalogue System (OCS);

❖ To understand the MARC Standard;

❖ To know various tools and techniques of Retrospective Conversion;

❖ To maintain the data quality using different standards and techniques;

❖ To migrate/convert bibliographic records to MARC format;

## Major Topics

❖ Introduction of Union Catalogue with its features and functionalities

❖ Overview of Retrospective Conversion

❖ Understanding MARC (Machine Readable Catalogue) and AACR-II

❖ Copy Cataloguing from IndCat and Library of Congress

❖ Overview of Online Copy-Catalogue System (OCS) with its features and functionalities

❖ Data Conversion/Migration using MARCEdit

## Resource Persons

The resource persons are eminent, experienced Computer and LIS Scientists from the INFLIBNET Centre.

## Target Participants

Library professionals working in universities/colleges who are interested in retrospective conversion of bibliographic data, policy makers, students, information scientists etc.

A maximum of 30-40 candidates will be selected for the workshop on First-Come-First-Served basis.

**Duration: Two Days (02 March - 03 March, 2023)**

## Training Fee

The registration fee is Rs.2,500.00 (Rupees Two Thousand Five Hundred only) per person without accommodation and Rs. 4,000.00 (Rupees Four Thousand Only) with accommodation which is inclusive of GST rates. Fee is non-refundable and non-adjustable. The Centre also accepts payment by NEFT /RTGS for the workshop.

## Venue

Information and Library Network (INFLIBNET) Centre, (An Inter-University Centre (IUC) of University Grants Commission (UGC), Infocity, Gangdhinagar- 382007, Gujarat, India

## Registration

The application for registration to the training programme should be submitted online to INFLIBNET Centre on or before 24th February, 2023. Please open this link for online registration: https://hrd.inflibnet.ac.in/login.php

## Certificate

Certificates will be issued of the participants after the workshop.

| For further information please contact | | | |
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| | **Technical Co-ordinator** | **Technical Co-ordinators** | **Course Co-ordinator** |
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