



Maharashtra Educational Society's

## **Humera Khan College of Education**

Affiliated To University Of Mumbai & Approved By NCTE

(NCTE Code No: 123082) , NAAC Accreditation 'B' Grade

### **Report on Hands-on Workshop on Koha**



- **Name of Workshop:** Hands-on Workshop on Koha and Library Automation for Beginners.
- **Type of Workshop:** Spoken Tutorial Session
- **Time:** 09.00 AM to 1:30 PM
- **Venue:** Software Lab 02, 2<sup>nd</sup> Floor, Computer Centre Building, IIT Bombay.
- **Date of Workshop:** 08<sup>th</sup> March 2025
- **Organized By:** National Virtual Library of India, IIT Bombay founded by the Ministry of Culture, Government of India

➤ **Resource Person:**

1. Dr. Manju Naika, Chief Library Officer, Central Library, IIT Bombay
2. Dr. Samruddhi Vishal Hawaldar, Sr. Library Info. Superintendent, Central Library IIT Bombay
3. Prof. Kannan Moudgalya, Principal Investigator, NVLI, Spoken Tutorial and FOSSEE Project, IIT Bombay NVLI, FOSSEE and Tutorial Project Teams.

➤ **Introduction of Koha:**

Koha is state of the art library management software. It is an open-source software and hence one can use it free of cost. Koha allows total customization and complete control of library data at a fraction of the cost of a proprietary software. Its main strength is its web accessibility and ease of use.

➤ **Objective of Workshop:**

- To Create Awareness among LIS Professional about Open-Source Technology & its Application in Library
- To help participants in Understanding the Open-Source KOHA to automative their libraries and upgrade their service quality
- To Maintain and enhance library service.

➤ **Methodology of the Workshop:**

The Koha Beginners' workshop will be conducted at IIT Bombay on Saturday, March 08, 2025. There will be face to face interactions and Spoken Tutorial sessions during the workshop. During the Spoken Tutorial session, participants are expected to learn KOHA using spoken tutorial through the side-by-side method.

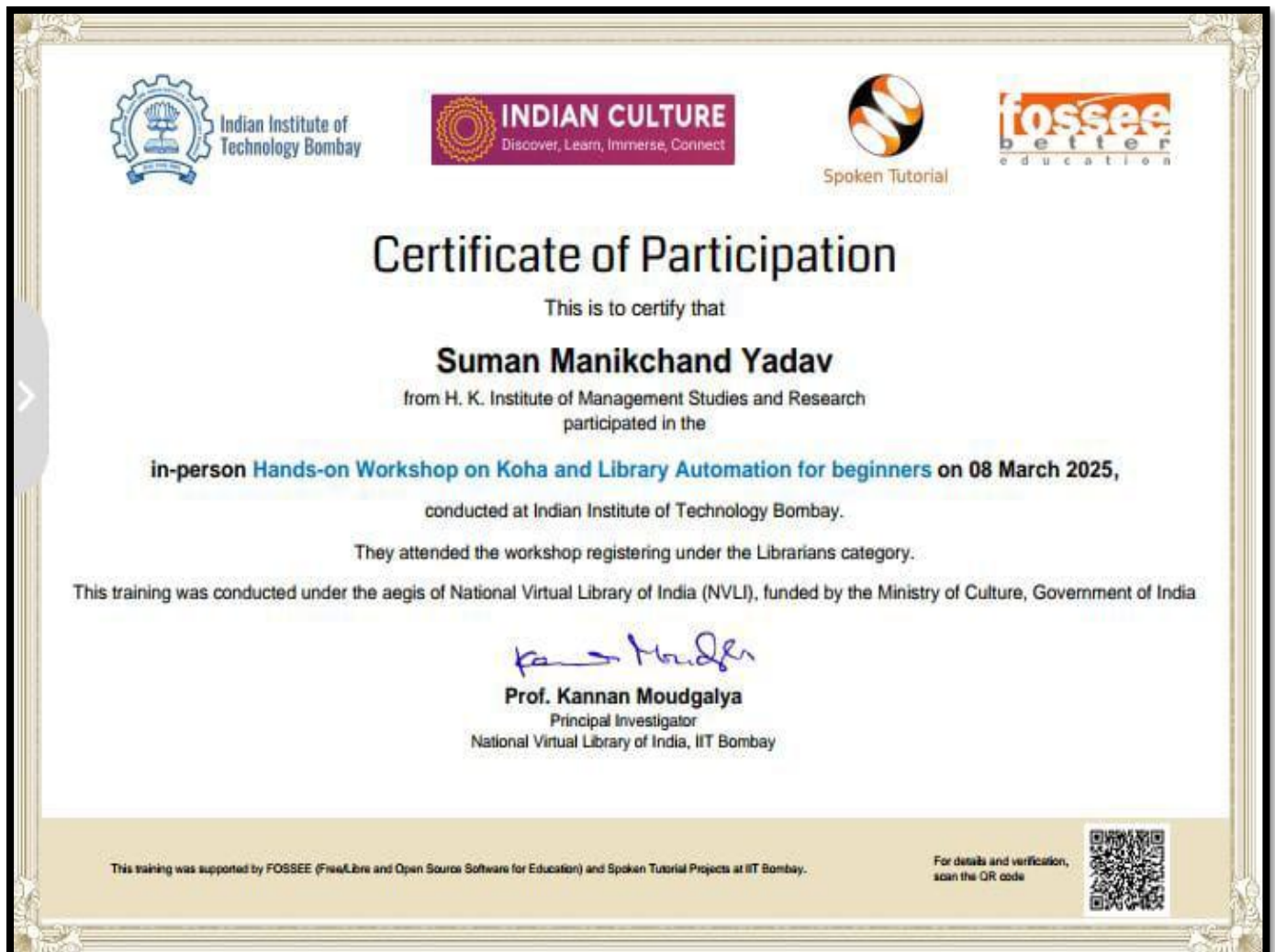
➤ **Benefits of the Workshop:**

- ✓ Librarian will be able to use Koha and provide easy access to information for library staff and users.
- ✓ Reduce Time of Processing of Library items.
- ✓ Effectively manage Library though automated collection of data.
- ✓ Manage Budget Effectively.

➤ **Topics Covered in this Workshop:**

- Create a Super librarian
- Create and edit library
- Create Patron Category and Patron
- Create item type
- Create MARC Framework
- Add Budget and Fund allocation
- Cataloguing
- Circulation
- OPAC
- Access to Library account

**After Completion of the workshop an e-certificate is given to all the participant**



Submitted by

Mrs Suman Yadav

Librarian

