

**NATIONAL INSTITUTE OF SCIENCE COMMUNICATION AND  
INFORMATION RESOURCES  
TRAINING DIVISION  
14, SATSANG VIHAR MARG, NEW DELHI – 110 067**

NISCAIR conducts short term courses in the field of Library and Information Science and other areas. The following short term courses will be held during **April 2008 to March 2009**.

**SHORT TERM TRAINING COURSES (2008 – 2009)**

<b>S No</b>	<b>Course</b>	<b>Duration</b>	<b>No of Batches</b>
1	Information Technology for Information Management	5 weeks	1. May 26-June 27, 2008 2. Oct 6 – Nov 7, 2008
2	Library Automation and Resource Sharing	1 week	1. April 28 – May 2, 2008 2. July 21 – 25, 2008 3. Jan 19 – 23, 2009
3	Design and Development of Digital Libraries using DSpace	1 week	1. May 12 – 16, 2008
4	Advanced Applications in WINISIS	1 week*	1. Dec 08 –13, 2008
5	Knowledge Innovation Culture and Management in Libraries	1 week	1. Aug 4 - 8, 2008
6	On-line WINISIS databases: Design & Development	1 week	1. Sept 15 - 19, 2008
7	Access and management of e-Resources: Consortia Approach	1 week	1. June 30 – July 4, 2008
8	Technical Writing & Editing	1 week	1. Aug 25 – 29, 2008
9	Library Automation and OSS	1week	1. Sept 8 -12, 2008 2. Mar 2 - 6, 2009
10	Bibliometrics Tools and Techniques for Measurement & Evaluation of Research Outputs	1 week	1. Nov. 24 – 28, 2008
11	Design and Development of Digital Libraries using GSDL	1 week	1. Dec. 15 - 19, 2008
12	Science Communication and Science Popularization	3 days	1. Jan 28 - 30, 2009
13	e-Publishing	3 days	1. Dec 3 - 5, 2009
14	Interoperability through OAI - PMH Protocol	3 days	1. May 21 – 23, 2008
15	Fundamentals of IPR	1 week	1. July 28-Aug 1 2008
16	Patent Drafting	1 week	1. Aug 18-22, 2008
17	Intellectual Property Management	1 week	1. Feb 2-6, 2009
18	Herbarium Techniques	1 week*	1. Oct 20 - 25, 2008

## **COURSE CONTENT:**

### **INFORMATION TECHNOLOGY FOR INFORMATION MANAGEMENT**

Introduction to IT, Computer basics: H/W, S/W, OS Concepts, Windows, MS Word, MS Excel, Power Point, DBMS Design concepts: RDBMS, SQL Server, Visual Basic, WINISIS, DTP, Internet, Web page Designing, Library Automation: introduction and current trends, Barcode Technology, RFID, Networking technology, Intranets, Open Access, Digital/Virtual Libraries, E-Journals.

### **LIBRARY AUTOMATION AND RESOURCE SHARING**

Application of IT in Libraries; Library automation: Introduction and current trends; Library automation software packages; Barcode Technology; RFID; Digital Libraries; Database creation and Resource sharing; Library Networks; Services from Library Networks, etc.

### **DESIGN AND DEVELOPMENT OF DIGITAL LIBRARIES USING DSPACE**

Digital Library: Concepts and software; Metadata: Overview, Linux: An OSS Operating System; DSpace: Overview, Installation, Administration: Communities, Collections, Items, Groups, ePeople, Work Flow, Customization, Authorisation, Backup & Restore, Metadata Harvesting, Case studies, etc.

### **ADVANCED APPLICATIONS IN WINISIS**

salient features; Database Design; System Parameters, Networking, Data Dictionary use in Data Entry, Search and Display; Advanced features in formatting Languages including Polymorphic Formats, Interactive Reference Formats, Search, Display and Printing; Linkages to other Formats and Databases, Hypertext and Multimedia Applications, etc.

### **KNOWLEDGE INNOVATION CULTURE AND MANAGEMENT IN LIBRARIES**

Management: Role Levels and Process, Decision Making & MIS, Monitoring and Control, Quality Assurance Standards: CMM, Six Sigma, TQM, etc., Time management, Knowledge Management – BPR, Intellectual Capital, KM Concepts and Needs, KM Tools and Application to Library and Information Science Environment, Implications of KM to Society, Expert Systems, Data Mining and Knowledge Sharing Concepts, etc.

### **ON-LINE WINISIS DATABASES: DESIGN & DEVELOPMENT**

WINISIS – Features and Application, Design and Development of WINISIS Database, Useful utilities for WINISIS Databases, Creation of Web enabled WINISIS database using GENISIS, etc. On-line data entry and browsing, searching of the WINISIS database using WWW-ISIS, WINISIS Databases on Internet – Case studies, etc

### **ACCESS AND MANAGEMENT OF E-RESOURCES: CONSORTIA APPROACH**

Overview of e-Resources; Change in Face of Libraries; Building e-Resources – Consortium Approach; Open Access Initiatives; Pricing Models; Access and Awareness for e-Resources; Usage Statistics, Management and Analysis; e-Resources Management; Agreement and Licensing Issues; Renewals and Post Agreement Management, etc

### **TECHNICAL WRITING & EDITING**

Technical communication process; Linguistics; Categories, Structure and functions of technical communications; Technical editing and editorial process; Printing/production aspects; and Electronic Publishing.

### **LIBRARY AUTOMATION AND OPEN SOURCE SOFTWARES**

Library Automation: An Overview, Uses of Barcode and RFID Technology, Library Automation Software: Propriety v/s FOSS, Demo and Hands-on Free on Library Automation Softwares: e-Granthalaya, WEBLIS, NEWGENLIB, etc.

### **BIBLIOMETRICS TOOLS AND TECHNIQUES FOR MEASUREMENT & EVALUATION OF RESEARCH OUTPUTS**

Bibliometric and associated Areas: An Overview, Bibliometric Elements and Laws, Bibliometric Analysis: Tools and Techniques, Bibliometric Indicators: Quantitative and Qualitative Indicators, Derivation and Testing of Performance Measures, Scientific Collaboration and Citation impact, Advanced Data-Analytical Methods, Bibliometric Technology, etc

## **DESIGN AND DEVELOPMENT OF DIGITAL LIBRARIES USING GSDL**

Digital Library: Concepts and software; Metadata: Overview; Greenstone: Overview of features, capabilities, applications; Installation, configuration; accessing example; Building collections with the Librarian interface; Adding and using metadata; Customizing your collection, creating a CD-ROM; etc.

## **SCIENCE COMMUNICATION AND SCIENCE POPULARIZATION**

Science popularization in the Indian context; Basics of popular science writing for magazines and newspapers; Research communication versus popular communication; Science communication through R&D newsletters, reports, etc.; Creation of information resources, e.g. encyclopaedic publications, etc; Use of modern IT tools in science communication; Role of graphic arts in popular science communication; Production of S&T publications.

## **E-PUBLISHING**

e-Publishing: An overview; Traditional v/s e-Publishing, Role of Technology in e-Publishing, e-Publishing: Creativity and Designing, e-Publishing: Tools and Techniques, e-Publishing: Hardware & Software requirements, Advantages and Disadvantages of E-publishing

## **INTEROPERABILITY THROUGH OAI - PMH PROTOCOL**

Metadata: definition and Concepts, Types, Standards, Protocols, Usage, Export and Import of Metadata, OAI Data Providers, OAI Service Providers, Advantages of OAI-PMH, OAI-PMH-Flow Control, etc.

## **FUNDAMENTALS OF IPR**

Overview of IPR, Types of IPR, Indian IP Laws, Institutions administrating global IP system, IP as source of information and access to information, Classification and tools for accessing the information, IPR in Engineering, pharmaceutical, biotechnological and computer related inventions, Prosecution, Infringement and Enforcement of IPR, Role of IPR in protecting traditional knowledge, folklore and cultural expressions, Issues of Public Health and climate change in view of IPR.

## **PATENT DRAFTING**

Overview of Patent Act, Invention disclosure, Access to patent information, Prior art search, International Patent Classification, Content of regular patent application, Claims of patent application, Specific types claims, Patent claim design, patent specification drafting in pharmaceutical, biotechnological engineering and computer science related inventions, Drafting issues in prosecution and infringement.

## **INTELLECTUAL PROPERTY MANAGEMENT**

Concept of invention, innovation and commercialization in relation to IPR, ownership and transfer of IP rights, Licensing, Assignment and joint venture, Primary license negotiations and agreement consideration, Infringement search and freedom to operate analysis, IP watch, cross licensing, Valuing, auditing and securitizing IP, Strategic IP Management, Alternate dispute resolution with reference of IPR.

## **HERBARIUM TECHNIQUES**

Herbarium and its functions; Role of herbarium in research, education & Protection of environment; Methods of plant collection; Techniques of documentation of information on plants; Plant identification Techniques; Plant nomenclature; Methods of plant processing; Methods of plant preservation; Techniques of herbarium database preparation; Herbarium management, etc

**Course fee applicable to S. No. 1 (for five weeks programme)**

Participants from	Course Fee	
	Without Accomodation	With Accomodation
INDIA	Rs. 7,400/=	Rs. 10,800/=
SAARC COUNTRIES/ VIETNAM	US \$ 370	US \$ 500
OTHER than SAARC COUNTRIES/ VIETNAM	US \$ 570	US \$ 740

**Course fee to S. No. 2 – 11 (for one week programme)**

Participants from	Course Fee	
	Without Accommodation	With Accommodation
INDIA	Rs. 2000/=	Rs. 2600/=
SAARC COUNTRIES/ VIETNAM	US \$ 100	US \$ 130
OTHER than SAARC COUNTRIES/ VIETNAM	US \$ 150	US \$ 180

**Course fee to S. No. 12 – 14 (for three days programme)**

Participants from	Course Fee	
	Without Accommodation	With Accommodation
INDIA	Rs. 1200/=	Rs. 1600/=
SAARC COUNTRIES/ VIETNAM	US \$ 60	US \$ 80
OTHER than SAARC COUNTRIES/ VIETNAM	US \$ 90	US \$ 110

**Course fee to S. No. 15 – 18 (one week programme)**

Participants from	Course Fee	
	Without Accommodation	With Accommodation
INDIA	Rs. 3000/=	Rs. 3600/=
SAARC COUNTRIES/ VIETNAM	US \$ 170	US \$ 200
OTHER than SAARC COUNTRIES/ VIETNAM	US \$ 270	US \$ 300

**Note:**

1. The number of participants are limited to **Twenty (20)** for each of the courses.
2. Admission is strictly on the basis of first come first serve basis.
3. Course fee may be sent to the In-charge, Training courses at least 10 days in advance in the form of DD in favour of “**Director, NISCAIR**” payable at “**New Delhi**”.

For details, please visit: <http://www.niscair.res.in> and for any clarification, feel free to contact Dr. Narendra Kumar, In-Charge, Training Division (011-26965094 / 011-26863617) at [narendrakumar@niscair.res.in](mailto:narendrakumar@niscair.res.in)