

Koha Workshop Agenda

Summer 2010

Introduction To Koha: Basic System Workflow

- Global vs. local preferences
<http://koha-community.org/documentation/3-2-manual/?ch=c19>
- Setting up circulation for each library/branch
<http://koha-community.org/documentation/3-2-manual/?ch=x3206#AEN3449>
- Item types and authorized values
<http://koha-community.org/documentation/3-2-manual/?ch=x2869#AEN2957>
- Setting up patrons
<http://koha-community.org/documentation/3-2-manual/?ch=x3206#AEN3209>
- Setting up cataloging and acquisitions
<http://koha-community.org/documentation/3-2-manual/?ch=x3642>

Circulation

- Adding new patrons
<http://koha-community.org/documentation/3-2-manual/?ch=c5322>
- Using circulation interface with the public
<http://koha-community.org/documentation/3-2-manual/?ch=c6135>
- Handling fines and fees
<http://koha-community.org/documentation/3-2-manual/?ch=x5963#AEN5989>
- Circulation reports
<http://koha-community.org/documentation/3-2-manual/?ch=x6689>

Cataloging

- Copy cataloging and original cataloging
<http://koha-community.org/documentation/3-2-manual/?ch=c6894#AEN6900>
- Importing records from an outside source
<http://koha-community.org/documentation/3-2-manual/?ch=x4766>

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- Tracking orders
<http://koha-community.org/documentation/3-2-manual/?ch=c7482>
- Managing serials
<http://koha-community.org/documentation/3-2-manual/?ch=c7214>

Reports and More

- Key Linux commands
- Viewing a Linux command line (lecture)
- Using the Reports module
http://wiki.koha-community.org/wiki/SQL_Reports_Library
- Managing patron-contributed content
<http://koha-community.org/documentation/3-2-manual/?ch=x4665>
- Migration issues