

# Koha Library Management System – For Technical and User

## Course Content –

- Overview of Koha
- Installing Debian and Koha
- Initial Koha configuration
- How to catalogue items
- Adding borrowers
- How to circulate items
- Using notices
- How to do batch operations on borrowers and items
- Acquire materials using the acquisitions module
- How to get out what you put in - statistics and reporting
- OPAC customization, email and network configuration and Gate register implementation.
- Offline check in check outs, bulk patron creation, conversion of excel sheet into accession register and MARC record creation, and data migration.
- Backup and restoration of database, and handling the issue of system corruption.
- Stock verification, reports, creation of subject category, batch modification of item and records, and batch deletion of items and records in Koha
- Enabling Cronjob, barcode, and patron card creation
- Customising the look and feel