

Key Considerations for Planning, Procuring and Implementation of Integrated Library Solution.

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Needs Assessment and Requirements Gathering

- **Evaluating your library's current workflows and processes**
- **Identifying pain points and areas for improvement**
- **Defining requirements for a new library automation system**
- **Identifying the challenges and limitations of the existing system (if you have an ILS/LMS already)**

Selection and Implementation of a Library Automation System

- **Research available ILS options in the market (by talking to colleagues and finding what is obtainable in their own libraries)**
- **Evaluate the features, functionalities, and scalability of different ILS platforms**
- **Compare factors such as cost, support, and compatibility with existing library infrastructure (Organizational budget)**
- **Make an informed decision on the most suitable ILS for the library.**
- **Data migration and integration with existing systems**

Core Modules and Functionalities

- Patron management
- Resource discovery and access (OPAC)
- Cataloging and bibliographic Metadata management
- Circulation and resource sharing
- Acquisitions and serials management
- Reporting and analytics
- Optimizing library workflows ;
 - Automating repetitive tasks and reducing manual work

Implementation

- **Plan the implementation process, project timeline and added resources.**
- **Collaborating with the ILS vendor and IT team for a smooth installation/integration with existing database and third party applications.**
- **Data migration and system configuration to align with library requirements.**
- **Testing and quality assurance to ensure proper functioning of the ILS.**

Training and Change Management

- **Conduct training sessions and documentation for staff and end users on the use of ILS.**
- **Liaise with vendors to work with Librarians for a period of time.**
- **Address change management challenges to foster a positive transition to the new system.**

System Maintenance and Support

- **Establish a maintenance plan to ensure continuous system performance and updates.**
- **Ensure the vendors regularly review and update the ILS to meet evolving library needs**
- **Collecting feedback from library staff and users on the effectiveness of the ILS.**

Conclusion

- **Encouraging ongoing learning and collaboration in the library community.**
- **Propagation and Sensitization of users.**



THANKS FOR
YOUR ATTENTION



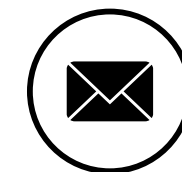
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