



GENERAL
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ECONOMIC COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN
 Subregional Headquarters for the Caribbean

CARIBBEAN DEVELOPMENT AND CO-OPERATION COMMITTEE

Regional Workshop on Microcomputers in Library
 and Information Management
 Port-of-Spain, Trinidad
 8-19 September 1986



PROVISIONAL PROGRAMME

Organized jointly by the United Nations Economic Commission for Latin America and the Caribbean (UNECLAC) Subregional Headquarters for the Caribbean, and the University of the West Indies Library, St. Augustine campus, under the sponsorship of the International Development Research Centre (IDRC) of Canada and the United Nations Educational, Scientific and Cultural Organization (Unesco).



UNITED NATIONS

ECONOMIC COMMISSION FOR LATIN AMERICA AND THE CARIBBEAN
 Subregional Headquarters for the Caribbean

Monday, 8 September

Morning

8.30 - 9.30	Registration
9.30 - 10.30	Opening session
10.30 - 11.00	COFFEE BREAK
11.00 - 12.30	Presentation of status reports by participants on microcomputer applications in library and information management

Each participant should present a brief statement on the current status of microcomputer applications in library and information units within their country. Plans for future development as well as problems encountered should be included. Regional institutions are also expected to make a brief presentation on their programmes. The Caribbean Documentation Centre of ECLAC will close this item with an update on its activities. [5-7 minutes each]

12.30 - 2.00	LUNCH
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Afternoon

2.00 - 3.00	Presentation of status reports (cont'd)
3.00 - 3.15	COFFEE BREAK
3.15 - 5.00	Overview of trends in microcomputer development in general use and library functions

Review of microcomputer applications in library-related functions and the impact on information handling in general, including:

- continued improvement in hardware capabilities
- general aspects of systems analysis

- software development for library functions
- cost implications
- future outlook, e.g., storage technology, utilizing optical discs, etc

Tuesday, 9 September

Morning

9.00 - 10.00

Major features of microcomputer technology

A general introduction to the basic characteristics of a microcomputer system. Among the elements to be described will be memory, operating systems, disk drives, storage, etc., as well as peripherals (printers, modems). Support through vendors, documentation and training software will also be addressed

10.00 - 10.30

COFFEE BREAK

10.30 - 12.30

Data base management systems

The functions and data structures employed to achieve results will be outlined to give participants some background into relationships within DBMS

12.30 - 2.00

LUNCH

Afternoon

2.00 - 3.15

Design of data bases

Determination of information needs and requirements for both bibliographic and non-bibliographic data bases. Integration of data bases and functions integration, e.g., integrating referral

file and providing for acquisitions management and union catalogue of serials

3.15 - 3.30

COFFEE BREAK

3.30 - 5.00

Norms, standards and guidelines

This session will address compatibility issues, current constraints caused by the wide range of both hardware and software available

Wednesday, 10 September

Morning

9.00 - 10.30

Criteria for the evaluation of hardware and software

The identification of appropriate measures against which to select and/or evaluate both equipment and programs

10.30 - 11.00

COFFEE BREAK

11.00 - 12.30

Tutorial on MS/DOS

Intended to brief participants on the more common commands and features of the operating system

12.30 - 2.00

LUNCH

Afternoon

CDS/ISIS (mini-micro version)

2.00 - 5.00

A combination of lectures and hands-on sessions should afford participants the opportunity of acquiring reasonable familiarity and confidence in using CDS/ISIS

CDS/ISIS data base: system overview; basic concepts and definitions; data base structure. Presentation to be followed by practical session

Thursday, 11 September

Morning

9.00 - 10.30	CDS/ISIS Data Base Tables - Field Definition Table and Field Select Table
10.30 - 11.00	COFFEE BREAK
11.00 - 12.30	CDS/ISIS Editors: Field editor; Line editor; Worksheet editor
12.30 - 2.00	LUNCH

Afternoon

2.00 - 5.00	CDS/ISIS System Program I: ISISDEF
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Friday, 12 September

Morning

9.00 - 10.30	CDS/ISIS System Program I: ISISDEF cont'd
10.30 - 11.00	COFFEE BREAK
11.00 - 12.30	CDS/ISIS System Program I: ISISDEF cont'd
12.30 - 2.00	LUNCH

Afternoon

2.00 - 5.00	CDS/ISIS User Program I: ISIS Program - record creation and editing
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Monday, 15 September

Morning

9.00 - 10.30	CDS/ISIS User Program II: ISISINV Program
10.30 - 11.00	COFFEE BREAK

11.00 - 12.30 CDS/ISIS Print Formatting Language

12.30 - 2.00 LUNCH

Afternoon

2.00 - 5.00 CDS/ISIS Print Formatting Language
cont'd

Tuesday, 16 September

Morning

9.00 - 10.30 CDS/ISIS Print Formatting Language
cont'd

10.30 - 11.00 COFFEE BREAK

11.00 - 12.30 CDS/ISIS User Program I: ISIS Program -
search language

12.30 - 2.00 LUNCH

Afternoon

2.00 - 5.00 CDS/ISIS User Program I cont'd

Wednesday, 17 September

Morning

9.00 - 12.30 a) CDS/ISIS User Program III: ISISPRT
Program

b) CDS/ISIS System Program II: ISISUTL
Program

12.30 - 2.00 LUNCH

Afternoon

2.00 - 5.00 a) CDS/ISIS System Program III:
ISISXCH Program

b) CDS/ISIS File System: System files;
Data Base files

Thursday, 18 September

Morning

9.00 - 10.30	Telecommunications and Networks
10.30 - 11.00	COFFEE BREAK
11.00 - 12.30	Brief presentation by participants on workshop experience in data base creation
12.30 - 2.00	LUNCH

Afternoon

2.00 - 5.00	MINISIS demonstration at Caribbean Documentation Centre
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Friday, 19 September

Morning

9.00 - 10.30	Evaluation of Workshop
10.30 - 11.00	COFFEE BREAK
11.00 - 12.30	Screening of videotape on the Caribbean Information System
12.30 - 2.00	LUNCH
2.00 - 3.00	Closing session