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CELADE
Latin American Demographic Centre

**THE LATIN AMERICAN AND CARIBBEAN POPULATION
INFORMATION NETWORK "RED IPALCA"**

(2 Years Progress Report 1989 - 1990)

Document to be submitted to the POPIN-Africa Advisory Committee Meeting. Accra, 15-18 October 1990. It is a revised version of the document submitted to the POPIN Coordinating Committee Meeting held in New York, 11-14 June 1990.

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BACKGROUND

1. The major recommendation of the CELADE-PROLAP seminar celebrated in Santiago, Chile, 28 to 31 July 1987 was the **organization of a regional decentralized network on population information**. For the better programming of activities of this new network, known as the Latin American and Caribbean Population Information Network (IPALCA), an informal meeting between the coordinating units: CELADE and PROLAP, Programa Latinoamericano de Actividades en Población, took place in May 1988.
2. During that meeting both institutions agreed on the need for new funding to develop specific activities. As the result of the meeting a proposal was prepared to serve both institutions to search those funds. As funds were not available during 1989 a new proposal was prepared again in June 1990 (Annex 1).
3. Meanwhile it was agreed that CELADE and PROLAP would continue working internally transforming their own bibliographical information activities into cooperative or regional ones if extra budget were not secured.
4. The internal organization of PROLAP, which every two years has to elect a new board of directors according to the rules approved and recognized by the Latin American Council of Social Sciences, CLACSO, introduces some difficulties in the work of PROLAP's Communication and Documentation Area during the 2 years covered by this report. (See paragraphs 7, 14, 16, 21 and 23 for work accomplished in the framework of the IPALCA network).
5. In the case of CELADE it was decided to utilize planned DOCPAL activities for moving toward the larger IPALCA goals, since the additional funds required for the network were not available.

ACTIVITIES IN THE LAST TWO YEARS (1989 - 1990)

6. During 1988 the work of the two coordinating institutions, CELADE and PROLAP, was devoted to the edition of the report of the Seminar already mentioned (B.1), internal adjustments to meet the likely needs of the network, transformation of the PROLAP Bulletin into a more extensive one to cover news from participating centres, preparing some documents containing ideas on the work of the network, etc. Some of these activities were already covered in the document prepared by CELADE for the POPIN Consultative Workshop, Bangkok, October 1988 (B.2). That document outlined the principal ideas and activities to be performed and the present takes up from where that left off.
7. The **PROLAP BULLETIN** is now being published by the Centro de Estudios de Población (CENEP), Argentina, a NGO that has been working on population since 1974. The already published issues of PROLAP Bulletin are:

1986	Year 1	N°s 1, 2	1990	Year 5	N° 1
1987	Year 2	N°s 1, 2, 3-4			
1988	Year 3	N°s 1, 2, 3-4			
1989	Year 4	N°s 1-2, 3-4			

8. Even though the publication has been planned as quarterly, it has been difficult to follow that scheme due to the lack of funds for this purpose.

9. **The CD-ROM.** CELADE approached the Regional Library of Medicine (BIREME) to include CELADE/DOCPAL and IOM/CIMAL (International Organization for Migration. Latin American Centre for International Migration) data base once a year in LILACS. The experiment started with the December 1989 issue of LILACS with 32,555 DOCPAL records and has been distributed to the institutions included in Annex 2.

10. The project on experimental bases has been also followed by the ECLAC's Library who sent 8,525 records on ECLAC documents published since 1948, and the Latin American Centre for Economic and Social Documentation (CLADES) from ECLAC which is responsible for maintaining the regional bibliographical data base on planning activities (INFOPLAN) with 12,521 records. All this work implies that the principal data bases on development in Latin America are included on the LILACS CD-ROM.

11. CELADE financed its own part of this project with funds from Canadian International Development Agency (CIDA) and ECLAC with other funds. Efforts will be made to maintain the collaboration among BIREME, CELADE, and ECLAC, but the long-term continuation of the project will depend on the availability of funds, especially if more databases are included. For example, information on Brazil from Fundacao Sistema Estadual de Estatistica (SEADE) in Portuguese and the Caribbean data base maintained by the ECLAC Regional Office in English.

12. **STANDARDIZATION.** Three main activities have been developed with the participation of DOCPAL:

a) **AUTORI** data base. In collaboration with the ECLAC Library and CLADES, using ISIS on the ECLAC IBM mainframe, a data base was developed containing the standardized authority lists for common elements used in the ECLAC Bibliographical System: official name of conferences, projects, institutional authors and name of series. All elements are in Spanish and English has been added when necessary and entries correspond to UN bibliographical elements. Depending on use in participating institutions, this data base could be incorporated in the CD-ROM. For the present it is being distributed on paper or diskettes to be used with MICROISIS.

b) **MICRO CDS/ISIS.** An enhanced version was prepared with the ECLAC Library and CLADES to meet the needs of different institutions, since the institutions with which DOCPAL and other ECLAC units work initially require a simplified version of MICROISIS so that they can begin work with little previous preparation and training. A user manual was published as the result of this joint work (B. 3).

c) **MICRO CDS/ISIS FOR IPALCA NETWORK.** Taking the system and Manual mentioned in paragraph b) one step further, technical staff of CELADE made a more directed and user-friendly version that was tested in a regional course (see paragraph 13 b) and has been distributed since May 1990. Eight diskettes, the corresponding manual and installation instructions comprise the package sent to the institutions listed in Annex 3.

13. **TRAINING ACTIVITIES.** DOCPAL and CIMAL have taken a dynamic role in this activity at three different levels:

a) **In-service training.** In the last quarter of 1988 two persons financed by a CELADE-Canada project took advantage of this program, one from Peru and other one from the Dominican Republic. Each of them stayed one month learning how to work with MICROISIS, how to prepare a national focal point for coordinating a national or regional network. Two other specialists from non-governmental Chilean institutions also attended a similar program but designed only for two weeks.

b) **Regional courses.** One regional course financed by CELADE took place in February 1990. Six countries (Bolivia, Chile, Costa Rica, Ecuador, Panamá and Paraguay) were represented by 9 persons. Annex 4 gives the program designed in conjunction with IOM, the list of participants the report submitted to the directors of IOM and CELADE and the list of distributed materials.

c) **Orientation seminars.** Chilean institutions working in social sciences, nutrition and other disciplines have approached CELADE to have their students learn about and use DOCPAL. Five such "awareness" courses have been carried out, a number limited in part by the small size (3 persons in total) of the DOCPAL staff, which must also attend to the regular CELADE teaching programme and more generalized regional activities.

14. **Referencial data base.** The Teaching and Research Coordinating Areas of PROLAP published two directories, one on research projects and the other on researchers working on population. While this work was not intended as an IPALCA activity, conversations are being initiated to transform both into data bases that could eventually be incorporated in the CD-ROM.

15. **Dissemination of information.** The clearinghouse type services organized and provided by DOCPAL and CIMAL have been continued and similar ones are being supplied by the participating centres. CELADE has made microfiches of documents entered in the data base, in part to reduce the space taken by the hard copies. Until this year there are few requests for them. The experience of one other regional network (REDUC, on education) is good and the exchange of microfiches among participating institutions has been shown in their case to be a valid instrument. The users of the IPALCA network apparently have no consensus on the subject and in general in the region the use of microfiche is not widespread.

16. **Communications.** No new exploration on the possibility of maintaining more sophisticated media of communications have been examined. Institutions obtaining specific funds have included FAX as a practical tool. CD-ROM would seem to be a low-cost alternative to trying to offer on-line services. There are some expectations of a possible development in Latin America financed by IDRC in order to have a communication network through microcomputers.

17. **Population Thesaurus.** DOCPAL and CIMAL prepared a Spanish- language list of new descriptors and modifications submitted to the POPIN Working Group. As the work was done in MICROISIS, it is now possible to maintain a data base with the same structure as used in the "MICROISIS version for IPALCA" (paragraph 12 c).

18. **Overview of participating centre activities.** Many centres could have developed good services and better collections during this period. For CELADE and PROLAP is difficult to give a clear picture because only four participating centres have been able to be visited since 1988. The next paragraph is based on news sent to CELADE. See Annex 5 for addresses and locations of the principal centres.

ARGENTINA. The National Statistical Institute has been sending working sheets containing

information on its own publications. They do not have a CD-ROM reader and lately the general economic conditions of the country has been reflected in a curtailing of activities of the INDEC. Within the Centro de Estudios de Poblacion (CENEP) the documentation centre organized a few years ago following DOCPAL methodologies has been able to provide services to its staff and other technical personnel. They do not have a CD-ROM reader and they have approached IDRC for financing a research project which includes information as a component. From CELADE they have received the CD-ROM disk containing the DOCPAL/CIMAL data base and they have approached POPLINE to receive the corresponding CD-ROM and the reader. The Centre is in charge since June this year of the PROLAP Communication and Documentation Area.

Bolivia. The documentation centre established in the National Council on Population (CONAPO) financed by IDRC has continued its activities after the end of the project, with CONAPO picking up one of the salaries. Relations with national institutions working on population were established, a regular bulletin and special bibliographies were published together with a good increase in the input of information in their own data base. This has been transferred to diskettes to be incorporated in the DOCPAL/CIMAL data base and in 1991 into the CD-ROM edition.

Brazil. SEADE/DOCPOP, which was organized in 1983 with a grant from IDRC, has continued on its own and has been involved in enlarging services, organizing a national network to gather information on population, participating at the international level in POPIN preparing the Portuguese edition of the POPIN. As this institution also works on an ISIS mainframe, DOCPAL suggested them to join the CD-ROM experiment if they can find their own funds.

Chile. A small but very active documentation centre was established in PAESMI, Programa de Apoyo y Extension en Salud Materno Infantil, an NGO financed by European churches. With a donation from the Italian Technical Assistance they have purchased a CD-ROM reader and they are including "grey" literature and other media publications and sources (non-bibliographical material) related to health and child and maternal care.

CELADE/DOCPAL has working relations with other institutions to locate publications and information not available in the collection and also has given technical advice on the use of DOCPAL/CIMAL methodology. Among others should be mentioned the regional offices of UN: UNESCO, ILO, UNICEF, FAO, WHO; networks: INFOTERRA, REDUC; universities; Chilean NGOs grouped together to work on information; other international organizations such as OAS, ISIS, etc.

Costa Rica. In the past a few organizations have organized population documentation or information activities, but during more recent years these activities had declined and even CELADE had difficulty finding funds to maintain a professional librarian in its offices in Costa Rica. The situation within CELADE changed around 1987 and the librarian hired has done her best to give services to the community. A CD-ROM reader has been purchased for CELADE-Costa Rica. From this office CELADE expects to enlarge its participation on bibliographical information activities in the region. Please see also paragraphs 19.a and 19.b.

Cuba. A very good library was established within the Central University in the Centro de Estudios Demográficos (CEDEM) with the strong support of UNFPA. The library acting

as a documentation centre provides services to the university and the community, being also part of the National Information System organized under the National Academy of Sciences.

Dominican Republic. The Documentation Centre: DOCPALITO, was organized within PROFAMILIA in 1984 with IDRC support and technical assistance from DOCPAL. When the project finished PROFAMILIA absorbed all the cost to continue activities. Since 1988 they are using MICROISIS and their input records received recently on diskettes in DOCPAL will be incorporated in 1991 into the CD-ROM.

Ecuador. A small documentation centre has been started in the Consejo Nacional de Desarrollo (CONADE). División de Población. A person was trained in 1987 by the chief of the documentation centre of Panama through horizontal technical cooperation supported by UNFPA funds. Due to the political changes in Ecuador, the salary of the person was not included in the official payroll and the centre could not continue activities until very recently. CELADE invited the person to attend the course given last February (paragraph 13 b) of this report) to secure the continuation of activities. A CD-ROM reader is expected during the last quarter of this year. Within the framework of a national project financed by UNFPA, information activities will be receiving more support.

El Salvador. The centre established by CELADE in 1980 has had a precarious life. There have been some intentions of reviving activities, but they will depend on UNFPA national projects. The country is considered within the project "National Information Systems on Displaced Populations in Central America" and in that framework information activities should be organized in the National Development Council this year. See also paragraph 19.

Honduras. The situation in this country is the same as in El Salvador.

México. Here another centre started with IDRC support. Devoted mainly to gathering information on population published in Mexico they also added women as a need and a governmental mandate. CONAPO has given strong support to this activity and within UNFPA projects there have been funds to continue activities. Most of the CONAPO equipment was bought with a grant from Japan including an IBM PC and a CD-ROM reader. This centre has achieved particular recognition within Mexico.

Nicaragua. The situation is similar to that of Ecuador: the Modulo de Documentación in Población, Sistema Integrado de Documentación en Población (SIDOP), organized under the Ministry of Planning, received technical horizontal cooperation from Panama and was included within the package of UNFPA projects. The centre could benefit from the already mentioned Displaced Population project, if it is invited to attend the course that will be given in Costa Rica next year.

Panamá. The Documentation Centre on Population and Social Development (CENDOP), organized in 1980 within the Ministry of Planning and under the Division of Social Planning, is a very good example of what can be done if the following three elements are strongly and permanently maintained: support and recognition from authorities, small but sufficient funds and a staff (in this case three persons) where a professional has leadership abilities. The present political situation of the country may change this optimistic picture. The centre does not have a CD-ROM reader and no IBM-PC has been assigned. They maintain information in Uniterm cards, providing services to the Ministry and the

community and have received the public recognition of all the work performed.

Paraguay. Two NGOs have received technical assistance and training from DOCPAL and are the ones which maintain documentation activities on subjects related to population: BASE/IS: Investigaciones Sociales and BASE/ECTA: Educación, Comunicaciones, Tecnología Alternativa. Both are members of PROLAP and good working relations have been established between them and with DOCPAL.

Perú. The Documentation Centre (CENDOC) established in 1985 under the National Population Council (CNP) with a grant from IDRC is well organized and directed by a professional. It has proved to be capable of giving services and also of maintaining active working relations with DOCPAL. The Peruvian records received in diskettes in DOCPAL are waiting to be entered in the next CD-ROM of DOCPAL/CIMAL data base. They have a CD-ROM reader. The national network on population information, which was organized in 1988, will need further financial support. Unfortunately, in new UNFPA projects, no funds were included for this activity and the regular budget of the institution does not allow to regularize them. New activities may be organized after the recent change of government.

Uruguay. Within the NGO, Centro de Informaciones y Estudios del Uruguay (CIESU), a documentation centre was established with funds provided by IDRC in 1980. This Centre has managed to give good services and the general situation could be compared to that in Panama where the three main components are to be found: support from authorities, a permanent small budget and a professional with leadership capabilities. The Centre has MICROISIS since 1988 and they have received another small grant from IDRC to work on a national bibliography on urban problems. CELADE/DOCPAL expects to receive these records to be included in the 1991 edition of CD-ROM. CIESU is affiliated to PROLAP.

PROGRAMMED ACTIVITIES FOR IPALCA NETWORK (July 1990-1991)

19.a **Training activities.** In February 1991 and with CIDA funds a two-week seminar on MICROISIS will be organized by CELADE in Costa Rica. Eight persons will be invited from neighbor countries and mainly from universities maintaining research and teaching activities on population.

19.b Within the framework of the project "National Information Systems on Displaced Populations in Central America" a two week seminar has been planned to take place in Costa Rica in the first quarter of 1991. CELADE and IOM with funds from UNFPA and CIDA will be inviting at least one person of the foreseen four new documentation centres in Honduras, Guatemala, El Salvador and Nicaragua, respectively, which will be in charge of migration information activities in the Central American region. Efforts have been started to make it possible to invite people from other centres but the total number is limited because of the importance of working on individual microcomputers with MICROISIS.

20. **In-service training in DOCPAL.** Four requests have been received from different institutions for training this year. If money is available, they will be trained in a group during the last quarter of this year.

21. **Referencial data base.** Following the mandate of the Latin American Commission of the FID, a regional scheme was produced in Mexico. A new data base could be organized according to the ECLAC common bibliographic methodology. If the manual is produced, CIMAL and DOCPAL will include the data base in the MICROISIS version for IPALCA Network.

22. **Technical assistance to new centres.** The activity has been carried out by correspondence and some notes were prepared for possible new national projects on population financed by UNFPA. The objective is to have an information component when possible.

CONCLUSIONS

Most of the bibliographical information activities in the region performed in the period covered by this report have been realized with the impulse given by support provided either by IDRC, CIDA or by the UNFPA. It will be difficult to organize new activities in other countries and even maintain the ones reported, unless some external funding would be provided directly to the countries. If this occurs, the challenge will be to link the separate country activities through the IPALCA network, with technical support and coordination by PROLAP, CELADE and IOM.

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Annex 1

**ACCESS TO POPULATION FACTS AND FIGURES FOR NATIONAL DEVELOPMENT:
LATIN AMERICAN AND CARIBBEAN POPULATION INFORMATION NETWORK
(IPALCA)**

Activities proposed for the 3-year period
1991 - 1993

To be conducted jointly by the
Latin American Demographic Centre (CELADE)
and the
Latin American Population Activities Programme (PROLAP)

1. EXPANDING NATIONAL REQUIREMENTS FOR POPULATION INFORMATION

The block by block characteristics of the population in a provincial city, the number of school children who will be living in a poor neighbourhood in the next five years, the effect of rapid city growth on pollution and drinking water supplies, the problems caused by teen-age pregnancies.... These are among the population questions that are now increasingly asked in the Latin American and Caribbean countries not only by researchers, but also by persons as varied as news reporters, government officials, local authorities, grass-roots leaders and market analysts. The tendencies in many of the Latin American and Caribbean countries toward greater economic integration within the societies, often occurring in association with decentralization policies, and efforts in many instances to create more participatory societies, are enlarging the diversity and size of the audiences for population information. Yet there are major problems in making the existing as well as new research studies and other knowledge readily available and in providing potential users with the specific numerical data required (see CELADE-PROLAP, 1987a).

It is convenient to differentiate two general classes of population information, bibliographic information and numerical data. The research reports, articles and other bibliographic information on a country's population tend to be dispersed among governmental offices, universities, family planning agencies, private research organizations and related institutions working in the field of population. On the other hand, the census and other major sources of numerical population data usually are collected by the national statistical offices and specific governmental and research organizations. The institutions working directly in the population field in a country need assistance to take advantage of new technology and standardized procedures to better organize their bibliographic and numerical information for their own use and to share the information with each other. In addition, they should be able to provide the information to secondary or ancillary users who require population data occasionally but work in other fields. The latter, often potential rather than actual users, may not know that the information exists, where to obtain it, or how to acquire it.

In 1987, the United Nations Latin American Demographic Centre (CELADE) and the Latin American Programme for Population Activities (PROLAP) held a seminar with participants from 42 institutions in 17 countries of the region to discuss a strategy for the coming years to deal with these problems of making both bibliographic and numerical population information more readily available for development in the countries of the region. Central to the strategy proposed, which took into account changing information technology, was the recommendation that a decentralized interdisciplinary regional network be established with common norms to bring together governmental, university, and private centres working in the field of population. It was further recommended that PROLAP and CELADE assume the leadership in establishing this network (CELADE-PROLAP, 1987b, 1988).

There is a firm basis upon which to develop the IPALCA network in the region. First, the formation in 1986 of PROLAP has brought together around 40 university and private research institutions of the region involved in teaching, research or technical assistance in the field of population. This is particularly important since it brings together not only the larger centres in the region working in population, but also many small centres with limited resources and that can be made stronger through their association with each other in PROLAP. It was recommended by the above-mentioned seminar that the well-established *PROLAP Bulletin* be the organ for making known the activities of the Network.

Second, the Latin American Population Documentation System (DOCPAL) created in 1976

by CELADE provides regional services, including an abstract journal, computerized searches and the provision of documents from its ^{1/} database of over 34,000 documents treating population in the region. The seminar recommended that this database be the regional receptor/disseminator of information collected nationally. In addition, as various national DOCPAL participating centres and CELADE/DOCPAL, itself, utilize the *POPIN Multilingual Thesaurus* and the ECLAC Bibliographic Methodology, these along with the associated microcomputer software (UNESCO's MicroISIS) application of the ECLAC methodology were recommended by the seminar to be the network standards.

Furthermore, during 1988 through June 1990, CELADE, CIMAL and PROLAP have worked on new developments to strengthen the network infrastructure, including: a) a user-friendly version of MICROISIS for IPALCA which uses the ECLAC Bibliographic Methodology; b) inclusion of the DOCPAL database on the CD-ROM produced by the Biblioteca Region de Medicina (BIREME) for its LILACS database (Latin American literature on Health Sciences); c) development of training materials for national documentalists; and d) training of information personnel from various country centres (for more information on these and other IPALCA activities, see CELADE, 1990). In addition, to give the IPALCA Network a physical identity, a logo has been created by a professional graphics artist.

2. OBJECTIVES OF THE 1991 - 1993 ACTIVITIES

CELADE and PROLAP have together developed the present outline to stimulate the further development of the "Latin American and Caribbean Population Information Network" (IPALCA Network) as a major mechanism to facilitate the exchange of information, both bibliographic and numerical, among centres working in population, and to assist other actual and potential users in the governmental, university and private sectors to learn about, and obtain, the population information that they need for their own work.

The specific objectives to be accomplished during the three-year period are to:

1. Set up or strengthen population information capabilities of national institutions in up to ten Central American, South American and Caribbean countries;
2. Carry out experiments utilizing new information technology becoming available in the region to increase the information flow among participating centres and from the regional database to country users;
3. Provide regional IPALCA Network coordination through an Executive Secretariat based on CELADE-PROLAP collaboration; and
4. Carry out a Latin American and Caribbean Population Information Seminar at the end of the three-year period as a possible preparatory seminar for the World Population Conference in 1994 to examine progress, plan for the future and bring participants up to date on new technology.

The specific objectives do not mention the regional database maintained by DOCPAL and

^{1/} Now maintained on the ECLAC mainframe computer in collaboration with the Centre for Information on Migration in Latin America (CIMAL), based in Santiago de Chile, of the International Organization for Migration (IOM). For simplicity this is referred to in this document as the DOCPAL database.

CIMAL/IOM in CELADE. However, it plays a fundamental role in the proper functioning of the regional-level information flows in the Network. To this end, important changes are being introduced in the organization of CELADE/DOCPAL to allow the database to serve as an effective receptor/disseminator of information from/to the national networks without a significant increase in CELADE's steady-state operating costs. Separate funds are being used for this purpose.

3. THE DESIGN OF THE IPALCA NETWORK

An understanding of the design of the IPALCA Network is necessary to comprehend the activities that are proposed to achieve the specific objectives. The following describes the underlying principles.

Principles of the Network

Different from many information networks, IPALCA places emphasis on both bibliographic and numerical data, and in the case of the latter, particularly focuses on disaggregated data for sub-national, as well as national areas, with "tailoring" of the data to meet individual user requirements.

Furthermore, as noted above, an important aim of IPALCA is to increase the number of national users of population information by assisting the decentralization of the information, where applicable; participating institutions are urged to "generate users" in a wide variety of governmental, commercial, media, grass-roots and other institutions for which up-to-date population information is or should be an input.

In line with the recommendations of the 1987 seminar, the network tries to reduce the duplication of effort and to facilitate the exchange of bibliographic information on diskettes by providing IPALCA participant institutions with a "turn-key" application of the ECLAC (and DOCPAL) Bibliographic Methodology using the MicroISIS software with the *POPIN Multilingual Thesaurus* and *Macrothesaurus* for entering and retrieving textual information. The turn-key software allows even very small national centres to computerize and to receive information from DOCPAL, CIMAL or national centres in the Network.

For numerical data, appropriate microcomputer software for the dissemination of different data types is being developed or adapted. For instance, national statistical offices are being urged to use the soon-to-be released REDATAM-Plus software to provide tailored low-cost tables from the 1990 census microdata integrated with information from multidisciplinary sources for any small areas within a country, and for decentralizing the data to sub-national regions, cities and municipal authorities (Conning and Silva, 1989; Silva et al, 1990). Since mid-1988, the REDATAM 3.1 system has been installed in over 20 countries of the region and assistance has been provided in the creation of 1980 census or other databases.

The national participating institutions

National centres/networks are the key building blocks in IPALCA. By the end of the three-year period, it is expected that there will be around 10 countries with participating IPALCA centres in Central America, South America and the Caribbean 2/. National participating

2/ The PROLAP and the DOCPAL-related centres are presently in Latin America with Spanish, and to a lesser extent Portuguese, as the working language. Consequently, the first national participating institutions will probably be in these countries.

institutions, whether governmental, university, private research, family planning or other agencies, will normally be involved in some population activities and many, of course, will already be members of PROLAP. Network participants will benefit from the exchange of bibliographical and numerical population information, although in the long run, following the principles outlined above, the number of national users outside participating institutions should be far larger than the more intense users of population information within these institutions.

The development of the national IPALCA organization normally involves the identification of a "focal point". Most focal points are/will be PROLAP or governmental institutions already linked informally to DOCPAL. On this basis, countries that should have developed or strengthened their population information capabilities by the end of the three-year period are: Argentina, Bolivia, Brazil, Cuba, Mexico, Panama, Paraguay, Peru, the Dominican Republic and Uruguay.

The national IPALCA institutions will have functions such as disseminating bibliographic information (including the reception of information in the focal points and forwarding to the regional focal point, CELADE/DOCPAL), sharing of numerical data, generation of users, providing technical assistance and training for participants and facilitating the communication among network members in different cities by electronic mail.

The regional Network and the IPALCA Executive Secretariat

The regional IPALCA Network will be made up of the national member institutions, with a focal point(s) in each country. The regional network will have a joint "distributed" CELADE-PROLAP Executive Secretariat ^{3/} that will collaborate on all matters through periodic meetings, although some functions (see below) may be more concentrated in one than the other to keep costs to a minimum. As most Network activities will be carried out at the national level, general meetings will be kept to a minimum. At key points in time, such as before the next World Population Conference, a General Latin American Population Information Seminar will be held to evaluate what has been done, set the general policy for the next period, and examine new ideas that may be useful to the participants.

The Executive Secretariat is charged with such functions as assisting in the development of national institutions (including providing training through regional workshops), visiting countries to provide technical assistance and general guidance in the creation and operation of the national participating institutions, dissemination of bibliographic information at the regional level, promotion of experiments in information dissemination and communication among participant institutions, interchange with other regions through the United Nations Population Information Network (POPIN), connection to networks in other fields, fund raising to carry out activities and Network publicity.

As noted above, there is some specialization in the tasks assigned to PROLAP and CELADE within the Executive Secretariat. Thus, following the recommendation of the 1987 seminar, the *PROLAP Bulletin* is the vehicle for keeping all participating national institutions and many others informed of IPALCA activities and progress. CELADE utilizes the DOCPAL database for receiving bibliographic information from the national networks and for providing, in return, regional-level information services to users requiring information on other countries. It also provides

^{3/} The PROLAP centre participating in the development of this proposal, CENEP of Argentina, will probably continue as the PROLAP counterpart of CELADE in the IPALCA Network Executive Secretariat. The Secretariat will be "distributed" in that it will involve close collaboration between CELADE and PROLAP/-CENEP, which are located in different countries.

training of information personnel, often in collaboration with CIMAL.

4. ACTIVITIES AND STRATEGY TO DEVELOP THE IPALCA NETWORK

The following activities, organized in terms of the relevant specific objective (see Section 2) to which they apply, are planned to help strengthen the development of the IPALCA Network as envisioned in the previous section.

Objective 1. Set up/strengthen national participating institutions in up to ten countries.

To foster interest in the development of the IPALCA Network and provide assistance in the creation/strengthening of national participating institutions, PROLAP and CELADE staff members will travel to countries in which one or more institutions, usually PROLAP members and/or DOCPAL-related centres, are likely focal points. After having identified the focal point(s) in each of up to 10 countries (and at least 7), two regional-level seminars will be held. The first one will take place in the Central American/Caribbean sub-region, to train focal point representatives in relevant population information technology. A second one will be a regional-level training seminar mainly devoted to the organization and dissemination of numerical population data of different types. This seminar will be held after conducting an assessment of actual country needs in this field including extended uses of the 1990 census data and of geographically integrated data bases for small-area planning.

The IPALCA Executive Secretariat (i.e., the CELADE and PROLAP counterparts) will help the national focal point(s) to organize a national workshop in each country to bring interested institutions together and to provide training in using the IPALCA Network services. Resources will be made available to permit horizontal cooperation among national participating institutions so that the number of technical assistance and followup visits to each country by PROLAP and CELADE can be kept to a minimum (around 3 per country over three years). Some resources also will be provided to the national institutions to aid information dissemination within the countries and to help them publish their own materials.

Objective 2. Carry out experiments utilizing new information technology.

At least two experiments are planned. The first will be aimed at improving communication among centres through the use of low-cost electronic mail ("E-mail") by selected national networks, between the CELADE and PROLAP counterparts in the Executive Secretariat, and with selected focal points.

The second experiment, already underway, utilizes CD-ROM with MicroISIS to distribute the regional DOCPAL database to country focal points so that they may provide regional-level searches to users in their own countries. If funds are available, CD-ROM readers will be provided to the national institutions participating in the experiment, for use with the updates of the database will be sent around once a year. The DOCPAL database, as noted above, is presently included on issues of the CD-ROM produced by BIREME.

Objective 3. Provide regional IPALCA Network coordination through an Executive Secretariat based on CELADE-PROLAP collaboration.

The starter-motor of the IPALCA Network is the Executive Secretariat made up of the CELADE-PROLAP counterparts which will carry out the regional-level activities outlined here. As the counterparts are normally located in different countries, resources are required for around two face-to-face meetings per year, communications and some staff costs and secretarial services.

Following the 1987 seminar recommendations, information on IPALCA activities and services will continue to be included in the PROLAP Bulletin to keep all IPALCA and other institutions informed. This work, with inputs from the Executive Secretariat, will be done by the PROLAP centre producing the Bulletin.

Another activity of the Secretariat is the reception/dissemination of bibliographic information through the DOCPAL database in CELADE. As noted previously, other resources are being utilized for the reorganization of CELADE/DOCPAL for this purpose.

Objective 4. Conduct a Latin American and Caribbean Population Information Seminar at the end of the three year period.

A Latin American and Caribbean Population Information Seminar will be held toward the end of the three year period to evaluate progress made, plan activities for the future and bring participants up to date on selected new technology that will be of immediate importance to their work. This will be the second such Seminar, since the first is considered to be that conducted in 1987. Efforts will be made to have the seminar viewed as a regional activity preparatory to the 1994 World Population Conference. All focal points and many other national institutions along with pertinent international agencies will be invited.

5. CONCLUSION

The participants in the 1987 information seminar were predominately **users** (social scientists) from institutions working in the field of population. The recommendation to create the IPALCA Network was the keystone of the long-term strategy proposed to meet their perceived needs and those identified in a pre-seminar survey of over 100 organizations working in population (CELADE-PROLAP, 1987a), with the technical input from information specialists at the seminar. The activities outlined above strengthen the IPALCA Network so that population information is not only more accessible to the national centres participating in the Network, but also to the many other national institutions that use population information as inputs to their own work. The Network will thus be an instrument to facilitate the integration of population into development plans and programmes.

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Conning, A., and Silva, A., 1989. Microcomputer technology to extend the use of population data in developing countries: multidisciplinary databases, geographic information systems and REDATAM. Paper presented at the IUSSP General Conference, 20-27 September 1989, New Delhi. CELADE, Santiago. LC/DEM/R.62, Series A-195.

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ESTIMATED COSTS
For activities of the IPALCA Network
for the 3 year period: 1991 - 1993

No.	Item	US\$ Cost	Total
1.	ORGANIZATION OF THE NATIONAL INSTITUTIONS		123,000
	2 Regional seminars (Obj. 1)	55,800	
	10 National workshops	25,000	
	Horizontal cooperation	10,000	
	Coordination visits	22,200	
	Aid to national info dissemination	10,000	
2.	CONSULTANCIES		7,000
	Data seminar paper	2,000	
	Assistance to national institutions	5,000	
3.	NETWORK EXPERIMENTS		20,000
	Electronic mail	13,000	
	CD-Rom database distribution	7,000	
4.	PUBLICATIONS		32,200
	6 Regional publications	10,200	
	Aid to national network publications	10,000	
	12 PROLAP Bulletin/IPALCA	12,000	
5.	2nd LAT.AM/CARIB INFORMATION SEMINAR		40,000
	Participants and sem costs	40,000	
6.	REGIONAL NETWORK COORDINATION		59,700
	20% Overhead		11,940
	Inter-CELADE-PROLAP travel	5,100	
	Contracts	21,600	
	Secretarial services	21,600	
	Logo and IPALCA paper	0	
	Communications	6,000	
	Miscellaneous	5,400	
	Total		293,840

INPUTS to the ESTIMATED COSTS

0. GENERAL INPUTS

Number of cntries	10
Number of regional seminars	2
Tot days perdiem bef/aft sem	2
Number of years for project	3
Pent overhead (regional coord)	0,20

1.A. Regional seminar

	Unit cst	Per sem	
INPUT costs/sem		27900	55800
Working days/seminar	5		
No. participants	20		
US\$ perdiem	60	8400	
US\$ pers trip	600	12000	
Secretariat	1500	1500	
Communic	500	500	
Materials	1000	1000	
Prof PROL/CEL	3000	3000	
Micros rental	500	500	
Miscell	1000	1000	

1.B. National workshop

Support/wkshop	2500	2500
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1.C. Regional coord visits (PROL/CEL)

	unit	Total	
Visits/cntry	3	22200	
Tot Days/cntry	14		
No. cntries	10		
Perdiem	90	12600	
Top trips	8		
Travel/trip	1200	9600	

1.D. Other inputs to cntry netwrks

	per/cntry	Total all cntry	
Coop horizontal	1000	10000	
Aid nat dissem	1000	10000	

2. CONSULTANCIES

Assistance to national institutions	500
No. of institutions	10

3. NETWORK EXPERIMENTS		total
3.A. Experiment electr mail		13000
	-----	-----
No. cntries	3	
Diagnostic	2000	2000
Software	3500	3500
Support comm csts		
centres/cntry	5	
\$supp/cntry	500	7500
3.B. Experiment CD-ROM		7000
	-----	-----
No. cntries	10	
Readers for local pts	700	7000
CD-ROM (orig/up date)	0	0
4. PUBLICATIONS		
4.A. Regional publications		
cst/publ (50p)	1700	
2 Technical docum		
6 No. reg pub		
4.B. Cst/Bulletin (incl post)	1000	
No. Bulletins	12	
5. REGIONAL NETWORK COORDINATION		
Inter-CELADE-PROLAP travel		5100
Cost per trip (6 days)	850	
Trips/yr	2	
Contracts for PROLAP & CELADE ???		21600
(12 mths/yr & 2 centres)		
Per pers/mnth/centre	300	
Secretarial services		21600
(12 mths/yr & 2 centres)		
Per pers/mnth/centre	300	
Logo and IPALCA paper		0
Logo	0	
Paper envelopes, etc	0	
Communications		6000
Communic/centre/yr	1000	
Miscellaneous		5400
Miscel/centre/yr	900	

Annex 2

LIST OF INSTITUTIONS RECEIVING CD-ROM
CONTAINING DOCPAL/OIM DATA BASE

ARGENTINA 1000 BUENOS AIRES	CENTRO DE ESTUDIOS DE POBLACION (CENEP) Zulma R. de Lattes	12/15/89 04/17/90
ARGENTINA 1032 BUENOS AIRES	CENTRO ESTUDIOS DE ESTADO Y SOCIEDAD - BIBLIOTECA Leonor Plate	12/15/89 04/17/90
ARGENTINA 1091 BUENOS AIRES	CENTRO ARGENTINO DE INFO.CIENTIF. Y TECNOL. CAICYT Silvia Antonietti	12/15/89 04/17/90
ARGENTINA 1310 BUENOS AIRES	SECRETARIA DE PLANIFICACION Araceli Garcia Acosta	12/15/89 04/17/90
ARGENTINA 1310 BUENOS AIRES	INSTITUTO NACIONAL DE ESTADISTICA Y CENSOS Mabel S. de Roca	12/15/89 04/17/90
ARGENTINA 5000 CORDOBA	SISBI Rosa M. Bestani	07/02/90 07/09/90
ARGENTINA BUENOS AIRES	BOLSA DE COMERCIO DE BUENOS AIRES Daniel Filipini	05/31/90 06/08/90
BOLIVIA LA PAZ	CONSEJO NACIONAL DE POBLACION (CONAPO) Jeannette Rivero	12/15/89 04/17/90
BOLIVIA LA PAZ	CENTRO BOLIVIANO DE ESTUDIOS MULTIDISCIPLINARIOS Jose Blanes	12/15/89 04/17/90
BRASIL 70710 BRASILIA D.F.	IBICT Claudia Canongia	08/14/90 08/17/90
BRASIL CEP 64000 TERESINA	CEPRO Olavo I. de Brito Bacellar	05/31/90 06/08/90
BRASIL CEP-01033 SAO PAULO	FUNDACAO SISTEMA ESTADUAL DE ANALISE DE DADOS Magali Valente	12/15/89 04/17/90
CHILE SANTIAGO	ESCUELA SALUD PUBLICA-UNIVERSIDAD DE CHILE Liliana Caro A.	12/15/89 04/17/90
COLOMBIA BOGOTA D.E.	PROFAMILIA Clemencia Leyva	12/15/89 04/17/90
COLOMBIA MEDELLIN	BIBLIOTECA, FACULTAD NACIONAL DE SALUD PUBLICA Ligia Bermudez de Henao	12/15/89 04/17/90
COLOMBIA MEDELLIN	UNIVERSIDAD PONTIFICIA BOLIVARIANA Luz Marina Franco	12/15/89 04/17/90

COSTA RICA SAN JOSE	CELADE-San Jose Leda Arguedas	12/17/89 04/17/90
COSTA RICA SAN JOSE	CENTRO INTEGRADO DE DOC.EN C.A.EN CS.SCS.-CIDCACS Ana Lucia Jimenez	08/13/90 08/14/90
CUBA LA HABANA	CENTRO DE ESTUDIOS DEMOGRAFICOS - U. DE LA HABANA Eramis Bueno	06/08/90 06/08/90
ECUADOR QUITO	CONADE- Direccion de Poblacion Clara E. Leon	12/15/89 04/17/90
ECUADOR QUITO	CENTRO DE INVESTIGACIONES CIUDAD Jorge Garcia	08/31/90 09/10/90
ETHIOPIA ADDIS ABABA	PAN AFRICAN DEVELOPMENT INFORMATION SYSTEM Nancy J. Hafkin	06/20/90 06/21/90
GUATEMALA C.A. GUATEMALA	CENTRO DOCUMENTACION - APROFAM Lic. Ricardo Rossal	12/15/89 04/17/90
MEXICO 04510-MEXICO D.F.	INSTITUTO INVESTIGACIONES SOCIALES - U.N.A.M. Lamberto Villanueva	12/15/89 04/17/90
MEXICO 11560 MEXICO D.F.	THE POPULATION COUNCIL Claudio Stern Feitler	12/15/89 04/17/90
MEXICO GUADALAJARA-JAL44450	EL COLEGIO DE JALISCO, A.C. Faustino Moreno Ceja	12/15/89 04/17/90
PARAGUAY ASUNCION	BASE INVESTIGACIONES SOCIALES Rosa Palau	12/15/89 04/17/90
PERU CAJAMARCA	UNIVERSIDAD NACIONAL DE CAJAMARCA Luis Roncal Alcantara	07/10/90 07/24/90
PERU HUANCAYO	HOSPITAL "DANIEL CARRION".UNIDAD PLANIF. PPTO Rodolfo Osoros Ocampo	01/22/90 03/16/90
PERU LAMBAYAQUE-CHICLAYO	UNIVERSIDAD NAC. PEDRO RUIZ GALLO Jose Gomez Cumpa	07/03/90 07/12/90
PERU LIMA	PONTIFICIA UNIVERSIDAD CATOLICA DEL PERU Rosa Dorival	08/27/90 08/29/90
PERU LIMA 100	CONSEJO NACIONAL DE CIENCIA Y TECNOLOGIA -CONCYTEC Dr. Domingo Aliaga	12/15/89 04/17/90
PERU LIMA 11	CONSEJO NACIONAL DE POBLACION Lino Rodriguez	12/15/89 04/17/90

REPUBLICA DOMINICANA SANTO DOMINGO	ASOC. DOMINICANA PRO BIENESTAR DE LA FAMILIA Lic. Ramona Peralta	12/15/89 04/17/90
U.S.A. New York, N.Y. 10017	UNICEF Library Jean Ando	03/02/90 07/20/90
U.S.A. WASHINGTON 20005 DC	CLEARINGHOUSE ON INFANT FEEDING & MATERNAL NUTRIT. Liz Nugent	12/15/89 04/17/90
URUGUAY MONTEVIDEO 11100	PEITHO SOCIEDAD DE ANALISIS POLITICO Susana Rubino	12/15/89 04/17/90
VENEZUELA CARACAS 1010 A	BIBLIOTECA MARCEL ROCHE-INST.VENEZ.INVEST.CIENTIF. Yarisma H. Gonzalez	05/31/90 06/08/90

Annex 3

LIST OF INSTITUTIONS RECEIVING MICROISIS
(VERSION FOR IPALCA NETWORK)

ARGENTINA 1000 BUENOS AIRES	CENTRO DE ESTUDIOS DE POBLACION (CENEP) Zulma R. de Lattes	03/16/90 04/30/90
ARGENTINA SAN JUAN	INSTITUTO DE INVESTIGACIONES ECON. Y ESTADISTICAS Sara Mabel Valenzuela	06/21/90 07/10/90
BOLIVIA LA PAZ	CONSEJO NACIONAL DE POBLACION (CONAPO) Jeannette Rivero	03/16/90 04/30/90
BOLIVIA LA PAZ	MINISTERIO DE TRABAJO Y DESARROLLO LABORAL Jaime Vega Quiroga	06/20/90 06/22/90
CHILE SANTIAGO	PAESMI Lilian Cisternas	03/16/90 04/30/90
CHILE SANTIAGO	UNICEF Lisel W. Rosenberg	03/16/90 04/30/90
CHILE SANTIAGO	GRUPO DE ESTUDIOS AGROREGIONALES (GEA) Edith Donoso Flores	03/16/90 04/30/90
CHILE SANTIAGO	APROFA-ASOC. CHILENA DE PROTECCION A LA FAMILIA Iris Munoz	05/28/90 05/28/90
CHILE SANTIAGO	ATENCION PRIMARIA EN SALUD Carlos Beltran	05/25/90 05/28/90
CHILE SANTIAGO	CENTRO REGIONAL DE INFORMATICA DE LA MUJER (CRIM) Gloria Carlin	04/22/90 04/24/90
COSTA RICA SAN JOSE	CELADE-San Jose Leda Arguedas	03/16/90 04/30/90
COSTA RICA SAN JOSE	Programa de las Naciones Unidas para el Des. PNUD Bruno Guandalini	07/30/90 08/06/90
CUDA CIUDAD DE LA HABANA	CENTRO DE INFORMACION CIENTIFICO TECNICO-INSIE Aleida Aguila Ramirez	06/20/90 06/22/90
ECUADOR QUITO	CONADE- Direccion de Poblacion Clara E. Leon	04/19/90 04/30/90
ECUADOR QUITO	CENTRO INTERNAC. ESTUDIOS SUPERIORES COMUNIC. A.L. Lucia Lemos	05/14/90 05/22/90
GUATEMALA C.A. 01909 GUATEMALA	PROGRAMA DE LAS NACIONES UNIDAS PARA EL DESARROLLO Ruth de Amaya	03/29/90 04/30/90

MEXICO C.P. 031000-MEXICO	CONSEJO NACIONAL DE POBLACION (CONAPO) Armando Filio	08/24/90 08/29/90
PANAMA CIUDAD DE PANAMA	Elisa Fernandez	06/20/90 06/21/90
PANAMA PANAMA 3	MINISTERIO DE PLANIFICACION Y POLITICA ECONOMICA Rosa Elena de la Cruz	03/28/90 04/30/90
PARAGUAY ASUNCION	BASE INVESTIGACIONES SOCIALES Rosa Palau	03/16/90 04/30/90
PARAGUAY ASUNCION	BASE-DIAGONAL ECTA Hebe G. de Rolon	05/14/90 05/22/90
PERU CAJAMARCA	UNIVERSIDAD NACIONAL DE CAJAMARCA Luis Roncal Alcantara	07/10/90 07/24/90
PERU LAMBAYAQUE-CHICLAYO	UNIVERSIDAD NAC. PEDRO RUIZ GALLO Jose Gomez Cumpa	07/03/90 07/12/90
PERU LIMA	CONSEJO NACIONAL DE POBLACION (CONAPO) Lino Rodriguez Villacorta	03/16/90 04/30/90
REPUBLICA DOMINICANA SANTO DOMINGO	CIPAF Maria Teresa Peralta	09/11/90 09/13/90

Annex 4

Report on the Course "Use of Bibliographic Information on Population in Latin America" Santiago, 29 January - 2 March 1990

Jointly prepared by CELADE/DOCPAL and IOM/CIMAL

BACKGROUND INFORMATION

The funds CIDA-CANADA assigned to CELADE included an item for training personnel working in information units in Latin America. Moreover, with resources belonging to the CELADE San José Office, since 1988 it was planned to train the librarian of that duty station so that the Library may act as a regional focal point of projects being carried out in Central America and the Caribbean, such as the CELADE/OIM Project.

Furthermore, among the activities to be performed within the framework of the Latin American and Caribbean Information Network (IPALCA Network), on-going training activities are envisaged for information units personnel working in institutions which are part of the Latin American Programme for Population Activities (PROLAP).

As CELADE/DOCPAL and IOM/CIMAL coordinate their activities and work together in the maintenance of a bibliographic data base with information related to population and international migration, CELADE addressed an invitation to IOM for CIMAL to participate in teaching a course on the use of bibliographic information on population in Latin America, to be held in Santiago from 29 January to 2 March 1990.

IOM Regional Coordinator for Latin America and the Caribbean accepted this invitation, taking into consideration CIMAL's participation in the IPALCA Network and its collaboration in the installation, organization and follow-up of bibliographic information services for the Displaced Persons Project, which are within the activities to be carried out by the Centre.

PARTICIPANTS

Institutions from Bolivia, Ecuador, Panama and Paraguay as well as representatives from two international organizations located in Chile (i.e. UNICEF and OAS's Regional Programme for Women) were invited. With the participation of the Librarian of CELADE's San Jose Office, PROLAP and DOCPAL's Assistant Librarian, the group was made up of nine professionals.

PROGRAMME

The programme was organized according to the following sequence: selection; acquisition; selection for the input of information to the bibliographic data bases; technical processing and input of information using UNESCO's MICROISIS, 2.3 version; and, services (information retrieval, utilization of CD-ROM, etc.). It also covered matters related to organizational aspects to be taken into consideration when establishing information units and national networks to be part of the IPALCA Network. The programme provided for ample opportunity to practice the different subjects covered during the lectures.

Based on the two procedures manuals prepared by the ECLAC Bibliographic System: "Sistema de Información Bibliográfica: Uso de Hojas de Trabajo (HDB y HAC) y Tarjeta de Registro Bibliográfico (TRB)", and "Sistema de Información Bibliográfica: Manual de Uso de Micro CDS/ISIS", the course was divided into four areas, as follows:

Selection and acquisition	-	First week
Technical processing	-	Second week
Services	-	Third week
Participation in the IPALCA Network	-	Fourth week

Some of the participants had to stay for a fifth week in order to prepare a work plan.

TRAINING MATERIAL

An important part of CIMAL and DOCPAL activities for the period 1990-91 will be devoted to strengthening the regional focal points to set up the IPALCA Network. Significant facts to accomplish this purpose are the elaboration of training material as well as the development of aids to facilitate, as much as possible, the use of computer software. In order to accomplish the latter, a CELADE system analyst was assigned to be part of the work team to develop a MICROISIS version for the IPALCA Network, based primarily on menus. This software will be distributed to the IPALCA Network participating units starting next April.

The material prepared is aimed to help organize information units on population in Latin America and the Caribbean and its main purpose is to allow for self-sufficiency in the use of bibliographic and referral data bases.

ANALYSIS

Given the purpose of the course, the equipment used (a microcomputer for every two participants, CD-ROM and pieces of equipment to facilitate demonstrations, etc.) is considered to be the minimum to work with a group this size (nine persons).

The staff assigned by CELADE and IOM to participate in this activity (a total of seven persons) was adequate, taking into consideration the demands of this first course. The collaboration between the two organizations also allowed for an active participation of CIMAL and DOCPAL support staff who in the future, through the experience obtained, will be able to play a substantive role in the information training activities of the Centres.

The time available for the preparation of teaching material did not allow to study the use of audiovisual media, which undoubtedly would have facilitated the teaching and learning process.

Conclusions

Among the participants, different levels of knowledge in the use of software were observed (use of DOS commands, editors such as EDLIN, MICROISIS, etc.). Due to the interest of the participants and the intensive practice, this difference was overcome by the end of the course, all becoming fully familiar with the software used.

Nevertheless, it is not possible to determine exactly the extent of what they will be able to implement in their units, as it depends on the support they get from their institutions, and the resource available in terms of equipment, budget, etc.

The amount and type of material prepared will allow for future courses to be taught by a smaller group of staff.

It would be highly desirable that, in a near future, training activities have the support of self-training material. This could be prepared using existing software for microcomputers.

CENTRO LATINOAMERICANO DE DEMOGRAFIA

LISTA DE PARTICIPANTES EN EL CURSO "USO DE INFORMACION
BIBLIOGRAFICA EN POBLACION PARA AMERICA LATINA"

María Jeannett Rivero Flores
CONAPO
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La Paz, BOLIVIA

Leda María Arguedas Ferretto
NU. CEPAL. CELADE
Iglesia de San Pedro 300 al sur, 125 al este
San Pedro Montes de Oca
San José, COSTA RICA

Edith Teresa Donoso Flores
Grupo de Estudios Agro Regionales (GEA)
Concha y Toro 13-15
Santiago, CHILE

Jorge Olivares
NU. CEPAL. CELADE
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Lisel W. Rosenberg
UNICEF
Isidora Goyenechea 3322
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Santiago, CHILE

Clara Elizabeth León Peñaherrera
CONADE
Manuel Larrea y Arenas esq. Dirección de Población
Casilla 225-C, sucursal 15
Quito, ECUADOR

Elisa Fernández Chalá
Apartado 1973, Zona Postal 9-A
Panamá, PANAMA

Rosa Mercedes Palau Aguilar
BASE/IS (Investigaciones Sociales)
O'Leary 1412 esq. Milano
Asunción, PARAGUAY

CENTRO LATINOAMERICANO DE DEMOGRAFIA

CURSO SOBRE USO DE INFORMACION BIBLIOGRAFICA EN POBLACION PARA AMERICA LATINA IMPARTIDO POR EL CELADE/DOCPAL Y LA OIM/CIMAL 29 enero al 2 de marzo de 1990

Lunes 29

Mañana

10:00 a 11:00 hrs.: Inscripción. Bienvenida. Organización del Curso. Entrega del material. (Betty Johnson)

11:00 a 12:00 hrs.: Recorrido por la CEPAL. (Adelaida Rahmer y María Eugenia Espínola)

12:00 a 13:00 hrs.: CELADE: Resumen de actividades. (Betty Johnson)
OIM: Resumen de actividades. (Sandra Acuña)

13:00 a 15:00 hrs.: Almuerzo de los participantes con el personal del curso. Presentación de cada uno ante el Jefe del Area INFOPAL, señor Arthur Conning; la Jefa de la Biblioteca de la CEPAL, señora Carmen Vera y el señor Julio Cubillos en representación del Director del CLADES

Tarde

15:00 a 15:30 hrs.: PROLAP: Resumen de actividades. (Edith Donoso)

15:30 a 18:00 hrs.: Selección de materiales bibliográficos. Introducción. (María Cristina Sateler)

Martes 30

Mañana

9:30 a 13:00 hrs.: Selección para la adquisición. Práctica en revisión bibliográfica donde se encuentran las citas a revisar. Anotación de las citas. (María Cristina Sateler)

Tarde

15:00 a 18:00 hrs.: Selección para ingreso, primera parte. Revisión de material bibliográfico indicando tipo de literatura. Ejercicio práctico. (María Cristina Sateler y Sarita Ward)

Miércoles 31

Mañana

9:30 a 13:00 hrs.: Selección para el ingreso, segunda parte: asignación de niveles de registro. Ejercicio. (María Cristina Sateler y Sara Ward)

Tarde

15:00 a 18:00 hrs.: Continuación. Traspaso de datos a HDB. Ejercicio. (María Cristina Sateler y Sara Ward)

Jueves 1°

Mañana

9:30 a 13:00 hrs.: Presentación de la base de datos para la adquisición: ADQUIS. (Sara Ward)

Tarde

15:00 a 18:00 hrs.: Ejercicio práctico de ingreso de información a la base de datos ADQUIS. (Sara Ward)

Viernes 2

Mañana

9:30 a 13:00 hrs.: Consultas en relación con la selección de material bibliográfico. Niveles de ingreso. Publicaciones seriadas. (Sara Ward, María Cristina Sateler y Betty Johnson).

Tarde

15:00 a 18:00 hrs.: HCID. Ejercicio práctico. (Betty Johnson y Jorge Olivares).

Lunes 5:

Mañana

9:30 - 11:00 hrs.: **El Programa CDS/ISIS: bases de datos bibliográficos de la CEPAL y de la Red IPALCA** (Betty Johnson y Sandra Acuña).

11:30 - 13:00 hrs.: **Uso de la microcomputadora.** Organización de directorios, archivos, comandos del sistema operativo, etc. (Jorge Balzo).

Tarde

15:00 - 18:00 hrs.: **Instalación de los Sistemas CDS/ISIS, SIB/CEPAL y SIB/CEPAL para la Red IPALCA.** Ejercicio práctico (Miriam Echeverría, Sandra Acuña y Betty Johnson).

Martes 6:

Mañana

9:30 - 11:00 hrs.: **El programa DOS y su relación con MINI MICRO/CDS/ISIS.** Los programas y funciones del MINI MICRO CDS/ISIS.

11:30 - 13:00 hrs.: **Revisión del proceso de instalación del SIB/CEPAL para la Red IPALCA y uso de las bases de datos de la Red IPALCA. Ejercicios.** (Sandra Acuña).

Tarde

15:00 - 18:00 hrs.: **Importación - Exportación de bases de datos y conversión de CDS/MICROISIS (versión 1 a versión 2.3). Ejercicio práctico.** (Miriam Echeverría y Sandra Acuña).

Miércoles 7:

Mañana

9:30 - 13:00 hrs.: **Continuación de la sesión del día anterior. Ejercicio práctico.**

Tarde

15:00 - 18:00 hrs.: **Creación de bases de datos con estructura SIB/CEPAL. Ejercicio práctico.** (Miriam Echeverría y Sandra Acuña).

Jueves 8:

Continuación del día anterior. Ejercicio práctico

Viernes 9:

Creación de base de datos con estructura propia. Ejercicio: base de datos referencial de instituciones INS (Betty Johnson y Sandra Acuña).

Lunes 12

Mañana

9:30 - 11:00 hrs.: **Creación de la FDT, FST, Hoja de Trabajo y formato de visualización en pantalla de la base de datos INS. El ejercicio práctico fuera de hora comprende completar estos elementos.**

11:30 - 13:00 hrs.: **Estrategias de búsqueda. Conceptos básicos.** (Sandra Acuña).

Tarde Ejercicio teórico-práctico. (Sandra Acuña y Betty Johnson)

Martes 13

Mañana y Tarde **Ejercicios de recuperación de información utilizando CD-ROM, bases de la CEPAL, CLAPLAN y DOCPAL.**

Miércoles 14

Mañana y Tarde **Continuación de los ejercicios prácticos de recuperación de información**

Jueves 15

Mañana

Revisión y corrección de una base de datos creada con estructura CEPAL: COLDI; revisión y corrección de una base de datos creada con una estructura diferente a la CEPAL: INS

Tarde

Ejercicios prácticos con estas bases.

Viernes 16

Mañana

9:30 - 11:00 hrs. **Formatos de impresión.** (Sandra Acuña)

11:00 - 13:00 hrs. Asistencia a charla dada por el señor Abel Henríquez sobre últimos adelantos del Mini-Micro CDS/ISIS.

Tarde

Revisión del Manual preparado en CELADE para la Red IPALCA. (Sandra Acuña)

Lunes 19

Mañana

Programa de trabajo de un centro nacional. Programa de trabajo de un centro que asume el rol de punto focal nacional. (Betty Johnson, Sandra Acuña)

Tarde

Trabajo en grupos. Preparación de pre informes.

Martes 20

Mañana

Programa de trabajo del punto focal regional de la Red IPALCA. Definiciones de trabajo con los puntos focales nacionales y los centros del país. (Betty Johnson)

Tarde

Trabajo en grupos. Preparación de pre informes.

Miércoles 21

Mañana

Trabajo en grupos. Consolidación de un posible informe final.

Tarde

Trabajo práctico de relaciones entre centros de la Red IPALCA. Utilización del Mini-Micro CDS/ISIS y las bases de datos que allí se generen. Consolidación de una base de datos en el punto focal nacional. Nuevos servicios desde el punto focal regional. (Sandra Acuña)

Jueves 22

Mañana y Tarde Consultas sobre el uso del Mini-Micro CDS/ISIS y su instalación en la modalidad Red IPALCA. Conversión de bases de datos: versión 1.0 a versión 2.3. Exportar-importar bases de datos o sus porciones (a través de búsquedas). Importar y exportar bases de datos utilizando los programas ISO. Incorporación de diskettes a la base de datos nacional.

Viernes 23

Mañana Instalación de base de datos llegada de República Dominicana en computador de CELADE/DOCPAL.

Ceremonia de clausura. Entrega de certificados.

**Lunes 26 -
Viernes 2**

Conversaciones de los representantes de los centros con personal de CELADE/DOCPAL y OIM/CIMAL.

CENTRO LATINOAMERICANO DE DEMOGRAFIA

LISTA DE DOCUMENTOS QUE ENTREGAN CELADE/DOCPAL Y OIM/CIMAL EN
CURSILLOS, SEMINARIOS, ORIENTACIONES, ETC. DESTINADOS A
ORGANIZAR UNIDADES DE INFORMACION SOBRE POBLACION
EN AMERICA LATINA Y EL CARIBE

A. Material informativo sobre CELADE y su programa DOCPAL

1. Organigrama institucional del CELADE
2. El CELADE ¿Qué es? ¿Qué hace? ¿Cómo actúa?
3. Catálogo de Publicaciones de CELADE
4. El Sistema de Documentación sobre Población en América Latina, DOCPAL (hojas informativas) (formato de cita bibliográfica), nuevos servicios del CELADE/DOCPAL 1990 en adelante
5. El Sistema de Documentación sobre Población en América Latina: CELADE/DOCPAL y la Red de Información sobre Población para América Latina y el Caribe: Red IPALCA (véase último número de la Revista DOCPAL Resúmenes)
6. Información del REDATAM

B. Material informativo sobre la OIM y su programa CIMAL

1. Organigrama de la OIM (Ginebra)
2. Organigrama institucional de la Oficina de Santiago de Chile
3. Servicios de la OIM/CIMAL
4. Listado de direcciones de Misiones de la OIM en América Latina y el Caribe

C. Material Informativo sobre el PROLAP (Programa Latinoamericano de Actividades en Población) y la Red IPALCA

1. ¿Qué es el PROLAP? Véase informe cuya cita aparece en el punto G de esta lista
2. ¿Cuáles son las áreas programáticas y quienes desempeñan el secretariado? Información en Portada del Boletín
3. Último número del Boletín del PROLAP
4. Lista de sus miembros

D. Manuales e Informativos del Sistema de Información Bibliográfica de la CEPAL, SIB/CEPAL

1. Sistema de Información Bibliográfica: Uso de Hojas de Trabajo (HDB y HAC) y Tarjeta de Registro Bibliográfico. Santiago. CEPAL, 1984. 169 p. (Manual de Procedimiento - Sistema de Información Bibliográfica de la CEPAL N° 1). E/CEPAL/G.1224
2. Sistema de Información Bibliográfica: Manual para uso de MINI-MICRO CDS/ISIS. Santiago. CEPAL, 1989. 159 p. (Manual de Procedimiento - Sistema de Información Bibliográfica de la CEPAL N° 2). LC/L.524

3. Bases de Datos del Sistema de Información Bibliográfica de la CEPAL (SIB/CEPAL). Enero, 1990 (LC/DEM/R.80. Serie B, N° 71)

E. Manuales, Tesauro y pautas para el procesamiento de materiales bibliográficos en unidades de información sobre población pertenecientes a la red Ipalca

1. Guía para la selección de material bibliográfico a ser adquirido, mediante compra, canje y donación en unidades de información sobre población. Enero, 1990 (LC/DEM/R.67. Serie B, N° 57)
2. Guía para la selección de material bibliográfico a ser ingresado a la base de datos en unidades de información sobre población. Enero, 1990 (LC/DEM/R.68. Serie B, N° 58)
3. Guía para el uso y manejo de la base de datos de adquisiciones (ADQUIS) en unidades de información sobre población. Enero, 1990 (LC/DEM/R.84. Serie B, N° 74)
4. Guía para la adquisición de material bibliográfico en unidades de información sobre población: procedimientos administrativos. Enero, 1990 (LC/DEM/R.69. Serie B, N° 59)
5. Guía para la preparación de la Hoja de Control de Ingreso de Documentos (HCID): procedimiento de ingreso directo en el Sistema MINI-MICRO CDS/ISIS. Enero, 1990 (LC/DEM/R.86. Serie B, N° 75)
6. Guía para la preparación de resúmenes en unidades de información sobre Población. Enero, 1990 (LC/DEM/R.70. Serie B, N° 60)
7. Guía para completar la Hoja de Análisis de Contenido (HAC) en unidades de información sobre población. Enero, 1990 (LC/DEM/R.81. Serie B, N° 62)
8. Guía para la recuperación de información en unidades de información sobre población: conceptos básicos. Enero, 1990 (LC/DEM/R.79. Serie B, N° 70)
9. Guía para la indización de documentos y utilización del Tesauro de POPIN en unidades de información sobre población. Enero, 1990 (LC/DEM/R.87. Serie B, N° 76)
10. Guía para ingresar nuevos descriptores y modificaciones al Tesauro de POPIN; Tesauro Multilingüe sobre Población. Nombre de la base de datos: TESAUI (en preparación)
11. Guía para la preparación de documentos que se microfilman en CELADE/DOCPAL (en preparación)
12. Guía para trabajar con el MINI-MICRO CDS/ISIS (versión del SIB/CEPAL para la Red IPALCA. Enero, 1990 (LC/DEM/R.90. Serie B, N° 79)
13. Ayuda memoria (1): Mapa del teclado. Enero, 1990 (LC/DEM/R.71. Serie B, N°61)
14. Ayuda memoria (2): Tabla de Definición de Campos (FDT) del Sistema Bibliográfico de la CEPAL (SIB/CEPAL). Enero, 1990 (LC/DEM/R.72. Serie B, N° 63)
15. Ayuda memoria (3): Tabla de Selección de Campos (FST) del Sistema Bibliográfico de la CEPAL (SIB/CEPAL). Enero, 1990 (LC/DEM/R.73. Serie B, N° 64)
16. Ayuda memoria (4): Símbolos (operadores) utilizados en búsqueda de información. Enero, 1990 (LC/DEM/R.74. Serie B, N° 65)
17. Ayuda memoria (5): Sintaxis de las expresiones de búsqueda (orden en que el MINI-MICRO CDS/ISIS realiza las operaciones). Enero, 1990 (LC/DEM/R.75. Serie B, N° 66)
18. Ayuda memoria (6): Nombres de las hojas de trabajo, formatos de visualización en pantalla e impresión del Sistema Bibliográfico de la CEPAL (SIB/CEPAL) y submenús preparados para la Red IPALCA. Enero, 1990 (LC/DEM/R.82. Serie B, N° 72)
19. Ayuda memoria (7): Instrucciones para conectarse al computador IBM del Centro de Cómputos de la CEPAL para utilizar las bases de datos: CELADE/DOCPAL, OIM/CIMAL, AUTORI, BIBLOS (Biblioteca de la CEPAL), CLAPLAN (Programa INFOPLAN de CLADES). Enero, 1990 (LC/DEM/R.76. Serie B, N° 67)
20. Ayuda memoria (8): Instalación de el MINI-MICRO CDS/ISIS, el SIB/CEPAL e instrucciones para la Red IPALCA. Enero, 1990 (LC/DEM/R. 88. Serie B, N° 77)

21. Ayuda memoria (9): Explicación (en Inglés) de formatos de despliegue del Mini-Micro CDS/ISIS. Enero, 1990 (LC/DEM/R. 89. Serie B, N° 78)
22. Ayuda memoria (10): Traspaso de una base de datos en Mini-Micro CDS/ISIS Versión 1.0 a Versión 2.3. Enero, 1990 (LC/DEM/R.92. Serie N° 81)
23. Tesouro de POPIN. Tesouro Multilingue sobre Población. Segunda edición. POPIN, CICRED, FNUAP, 1985
24. Manual CDS - ISIS: Procesador de búsquedas en línea. (Pautas preparadas por el Centro de Cómputos de la CEPAL). 1983
25. Instrucciones para utilizar la base de datos DOCPAL en el CD-ROM del BIREME: LILACS
26. Pautas administrativas mínimas para unidades de información sobre población (servicios, recepción de material bibliográfico, etc.). Enero, 1990 (LC/DEM/R.77. Serie B, N° 68)
27. El lenguaje de búsqueda del MINI-MICRO CDS/ISIS: traducción de la Sección 7 del Manual (versión 2.3) Marzo 1989. pp. 95-107. Enero, 1990 (LC/DEM/R.78. Serie B, N° 69)
28. Sistema de información bibliográfica: Manual para uso de CDS/MICROISIS. Notas al Manual de Procedimiento N°1: Uso de Hojas de Trabajo y Tarjeta de Registro Bibliográfico (conservar junto al Manual N°1 del Sistema Bibliográfico de la CEPAL)
29. Ejercicio práctico para recuperar información en la base de datos de CELADE/DOCPAL y OIM/CIMAL (estrategias de búsqueda y su comportamiento)
30. Instrucciones para el poblamiento de una base de datos bibliográfica con estructura CEPAL. Enero, 1990 (LC/DEM/R.91. Serie B, N° 80)
31. Instrucciones para el poblamiento de una base de datos bibliográfica con estructura CEPAL y a partir de una búsqueda. Enero, 1990 (LC/DEM/R.93. Serie B, N° 82)
32. Apuntes para la docencia: El sistema operativo DOS (preparado por Jorge Balzo P.)

F. Formularios utilizados por CELADE/DOCPAL y OIM/CIMAL

1. Tarjeta de identificación de documentos ingresados al Sistema. Se utiliza para indicar NACCESO, nivel bibliográfico y otras indicaciones al compendiador
2. Hoja de Procesamiento Técnico (CPT). Permite identificar documentos incluidos en paquetes de procesamiento, reconocer estado del procesamiento, notas, etc.
3. Hoja de control de paquetes. Anotación de los documentos de los paquetes que se envían a la Unidad Centralizada de Catalogación e Indización (Biblioteca de la CEPAL)
4. Hojas de Procesamiento Bibliográfico: HDB, Hoja de Descripción Bibliográfica y HAC, Hoja de Análisis de Contenido
5. Hoja de pago para resúmenes. Diseñada para llevar los controles que requiere contabilidad para efectuar los pagos correspondientes
6. Formulario múltiple para solicitar, acusar recibo, cobrar, etc. publicaciones (CELADE/DOCPAL y OIM/CIMAL)
7. Tarjeta de registro de series y revistas
8. Formularios de préstamos (a lectores e interbibliotecario)
9. Formulario de adquisición de la British Lending Library

G. Organización de CELADE/DOCPAL, OIM/CIMAL, Centros Participantes y Red IPALCA

1. Pautas mínimas para organizar un centro de documentación sobre población participante en la Red IPALCA
2. Planta de ubicación física del material bibliográfico en la Biblioteca Giorgio Mortara
3. Información sobre población para el desarrollo en América Latina y el Caribe. NU.

CEPAL. CELADE y PROLAP. Informe del Seminario Conjunto CELADE-PROLAP. 28 al 31 de julio, 1987. Santiago. CELADE, 1988. 133 p. (Serie E, N° 33, LC/DEM/G.71).

4. Acceso a estadísticas de población para el desarrollo nacional: Establecimiento de la Red de información en población para América Latina y El Caribe (IPALCA). Enero, 1990 (LC/DEM/R.83. Serie B, N° 73)
5. Lista de Centros Participantes en CELADE/DOCPAL y OIM/CIMAL (primeros centros de la Red IPALCA)

H. Bases de datos bibliográficas sobre población en CD-ROM

1. Boletín LILACS, vol. 1, N° 1, septiembre 1989

I. Información del POPIN

1. Folleto de la Red Informativa sobre Población (POPIN)

Otros

1. Normas de CELADE/DOCPAL para la atención de alumnos. Cursos CELADE
2. Instituciones a cargo de la distribución del sistema Mini-Micro CDS/ISIS en América Latina
3. Revista DOCPAL Resúmenes (último número)
4. Revista de la OIM para las migraciones en América Latina
5. Informe Técnico sobre la III Reunión Regional de MICROISIS (realizada en Caracas entre el 5 y el 9 de febrero en las oficinas de CONICIT), preparado por Abel Henríquez
6. Direcciones:
 - Oficinas OIM
 - Oficinas CELADE
 - Oficinas CEPAL
 - Oficinas de la IPPF
 - Oficinas PNUD
 - Oficinas de Institutos Nacionales de Estadísticas
 - Oficinas Nacionales de Planificación
 - POPLINE
7. Lista del personal del CELADE/DOCPAL y de la OIM/CIMAL

NACIONES UNIDAS UNITED NATIONS

CELADE - Centro Latinoamericano de Demografía - CELADE

Centros Participantes en CELADE/DOCPAL
(Primeros centros de la Red IPALCA)

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