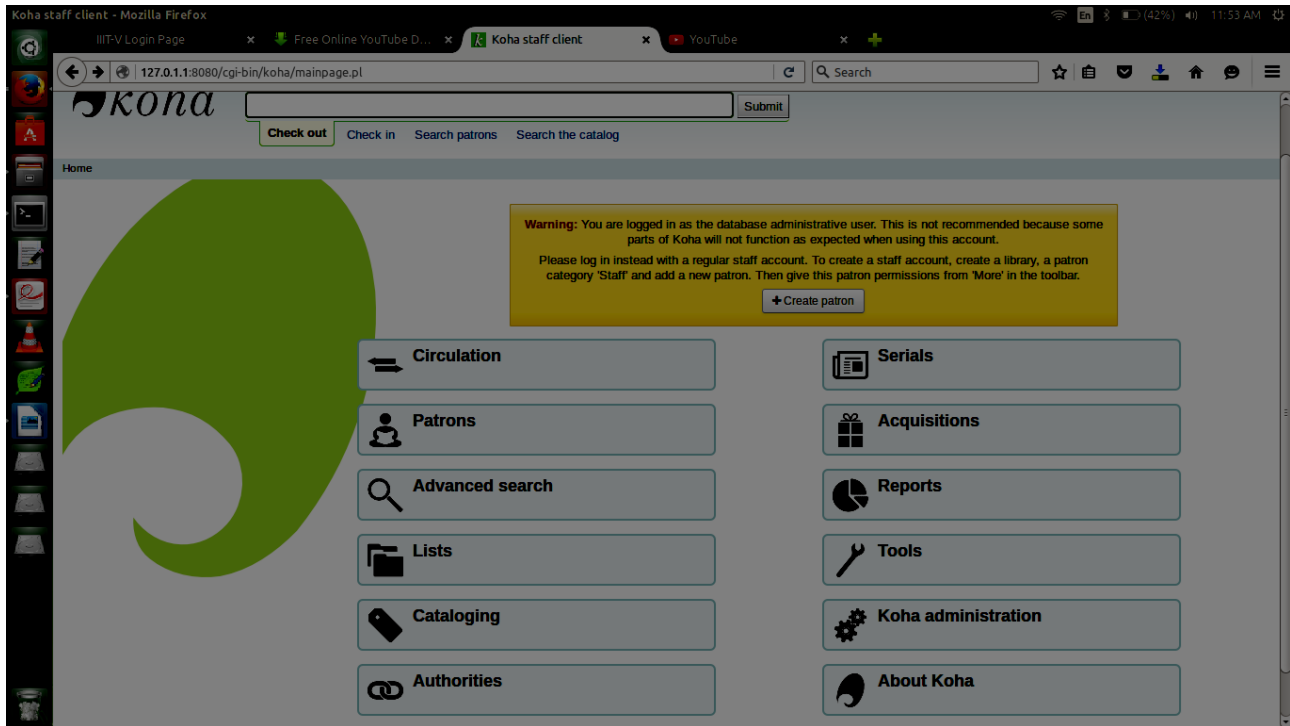


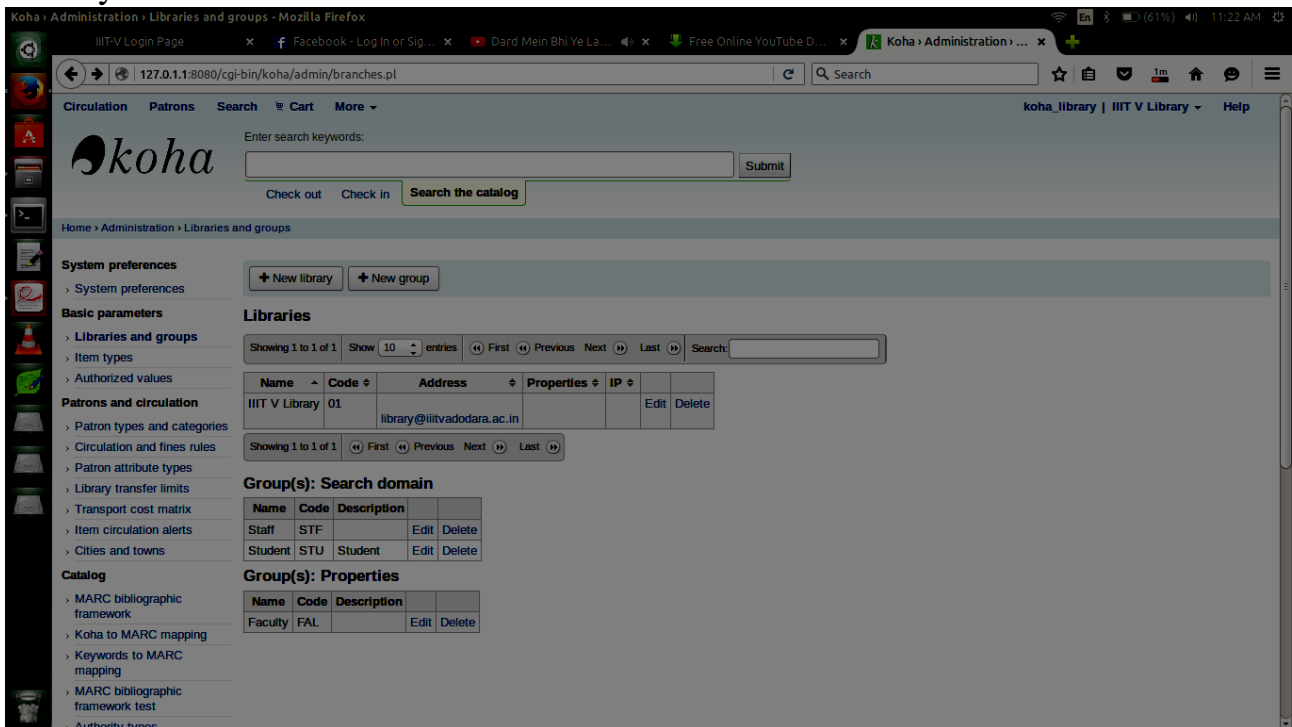
# KOHA SUMMER 2016 REPORT

DATE: 17 -05-2016

## DEPLOYMENT PART:



1. Begin with koha administartion-> libraries and groups and enter the details of library.



2. In the left menu enter the details in patron type and categories. To create a new

patron category

you can click on the tab given above and enter the details.

The screenshot shows the Koha Administration interface for 'Patron categories'. The sidebar on the left contains navigation links for System preferences, Basic parameters, Patrons and circulation, and Catalog. The main content area is titled 'Patron category administration' and displays a table of existing categories. The table has columns for Code, Category name, Type, Enrollment period, Age required, Upper age limit, Enrollment fee, Overdue, Lost items, Hold fee, Branches limitations, Default privacy, and Edit/Delete actions.

Code	Category name	Type	Enrollment period	Age required	Upper age limit	Enrollment fee	Overdue	Lost items	Hold fee	Branches limitations	Default privacy	Edit	Delete
ADU	adult	Adult	9 months	25 years	45 years	0.00	Yes	Shown	0.00	1 branch limitation	Default	Edit	Delete
001	Faculty	Prof.	until 05/31/2020	0 years	0 years	0.00	No	Shown	0.00	No limitation	Default	Edit	Delete
002	Student	Adult	48 months	0 years	0 years	0.00	No	Shown	0.00	1 branch limitation	Default	Edit	Delete

3. For circulation and fine rules part we added details according to the library policy.

The screenshot shows the Koha Administration interface for 'Circulation and fine rules'. The sidebar on the left contains navigation links for Patrons and circulation, Circulation and fine rules, and Catalog. The main content area is titled 'Circulation and fine rules' and includes a table for defining rules and sections for default checkout and return policies.

Patron category	Item type	Current checkouts allowed	Current on-site checkouts allowed	Loan period	Unit	Hard due date	Fine amount	Fine charging interval	When to charge	Fine grace period	Overdue fines cap (amount)	Suspension in days (day)
Student	Book	1	1	7	days	None defined	5.00	1	End of interval	0		0
All	All				Days	Before			End of interval			

**Default checkout, hold and return policy**

You can set a default maximum number of checkouts, hold policy and return policy that will be used if none is defined below for a particular item type or category.

Defaults	Total current checkouts allowed	Total current on-site checkouts allowed	Hold policy	Return policy	Save	Unset
	1		From any library	Item returns home		

**Default checkout limit by patron category**

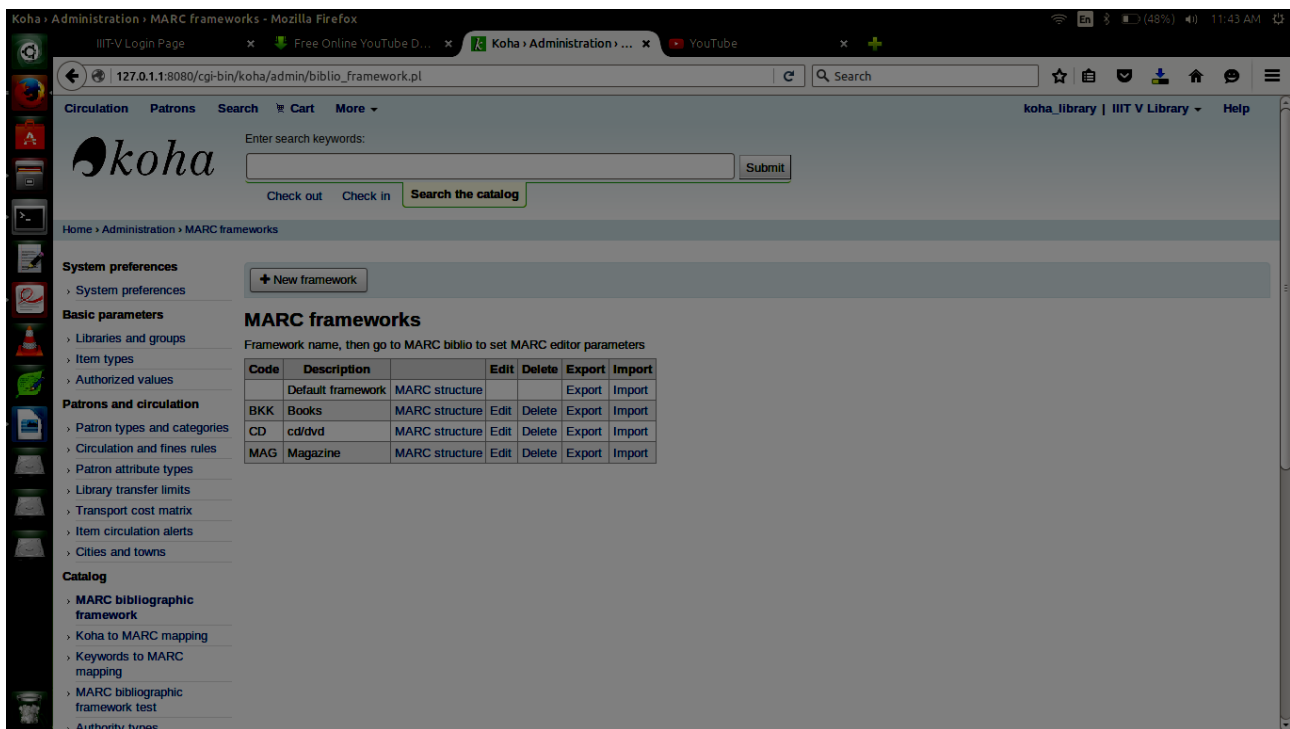
For this library, you can specify the maximum number of loans that a patron of a given category can make, regardless of the item type. If the total amount loanable for a given patron category is left blank, no limit applies, except possibly for a limit you define for a specific item type.

Patron category	Total current checkouts allowed	Total current on-site checkouts allowed

4. The other options in the given patrons and attributes submenu are self explanatory and not required for our library.

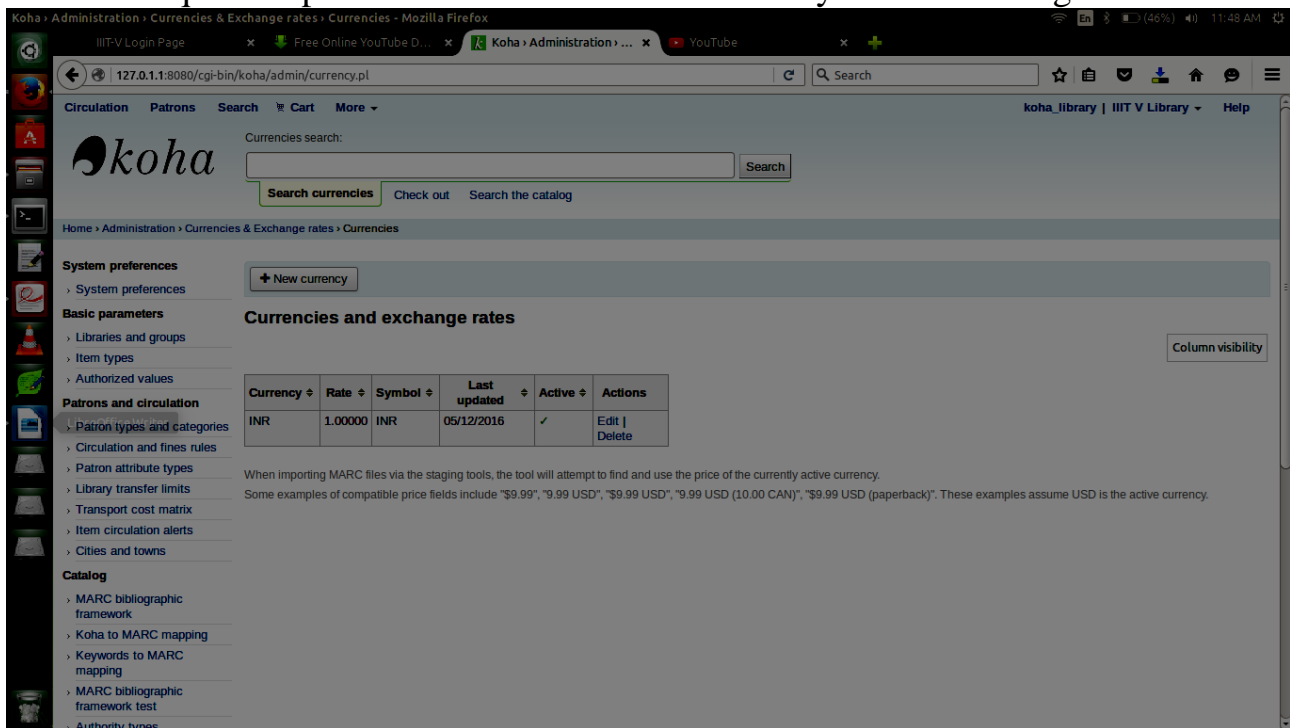
5. In the catalog submenu click on the MARC bibliography framework and define various frameworks by clicking on the new framework tab and edit the attributes

required.



6. The other fields in the catalog sub menu can work well with default values.

7. In the acquisition parameters we defined the currency value and budgets and funds.



Koha Administration - Funds - Mozilla Firefox

127.0.1.1:8080/cgi-bin/koha/admin/aqbudgets.pl

Search funds:  
Fund code:  Library:  Submit

[Search funds](#) [Check out](#) [Search the catalog](#)

Home > Administration > Budgets > All funds

Filters

**Fund filters**

Library:

Show my funds only ☐

Budget:

Go

• Late orders  
• Suggestions  
• Invoices  
• Budgets  
• Funds  
• Currencies

[+ New budget](#)

**All funds**

Currency = INR

Showing 1 to 6 of 6 Search:

Expand all | Collapse all | Hide inactive budgets | Show inactive budgets

Fund code	Fund name	Base-level allocated	Base-level ordered	Total ordered	Base-level spent	Total spent	Base-level available	Total available	Actions
Budget August budget [id=4]									
AUG	august fund	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	
Budget library budget [id=3]									
k	kritichi	18,000.00	0.00	0.00	0.00	0.00	18,000.00	18,000.00	
k	kritichi	18,000.00	0.00	0.00	0.00	0.00	18,000.00	18,000.00	
lib1	libraries	20,000.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00	
Budget may budget [id=1]									
11	may budget	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
14	m bu	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
Period allocated		1,058,000.00		0.00		0.00		1,058,000.00	

Showing 1 to 6 of 6

Koha Administration - Funds - Mozilla Firefox

127.0.1.1:8080/cgi-bin/koha/admin/aqbudgets.pl

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[+ New budget](#)

**All funds**

Currency = INR

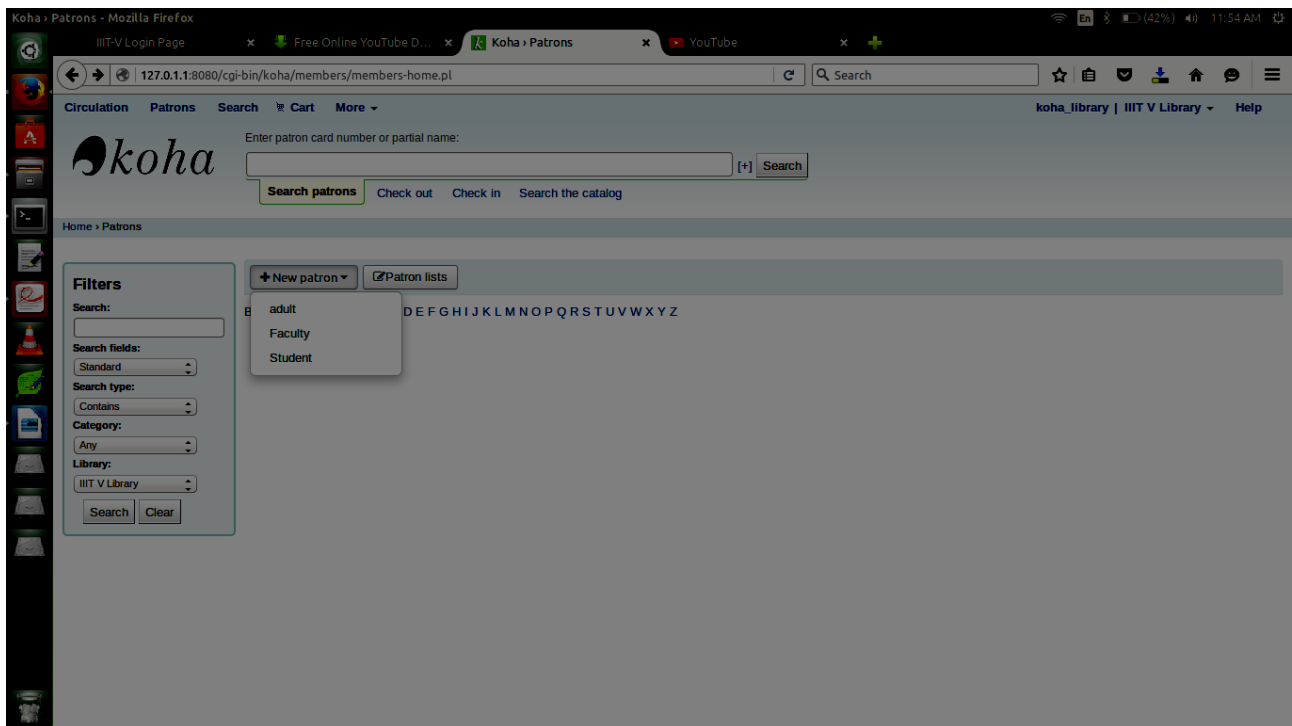
Showing 1 to 6 of 6 Search:

Expand all | Collapse all | Hide inactive budgets | Show inactive budgets

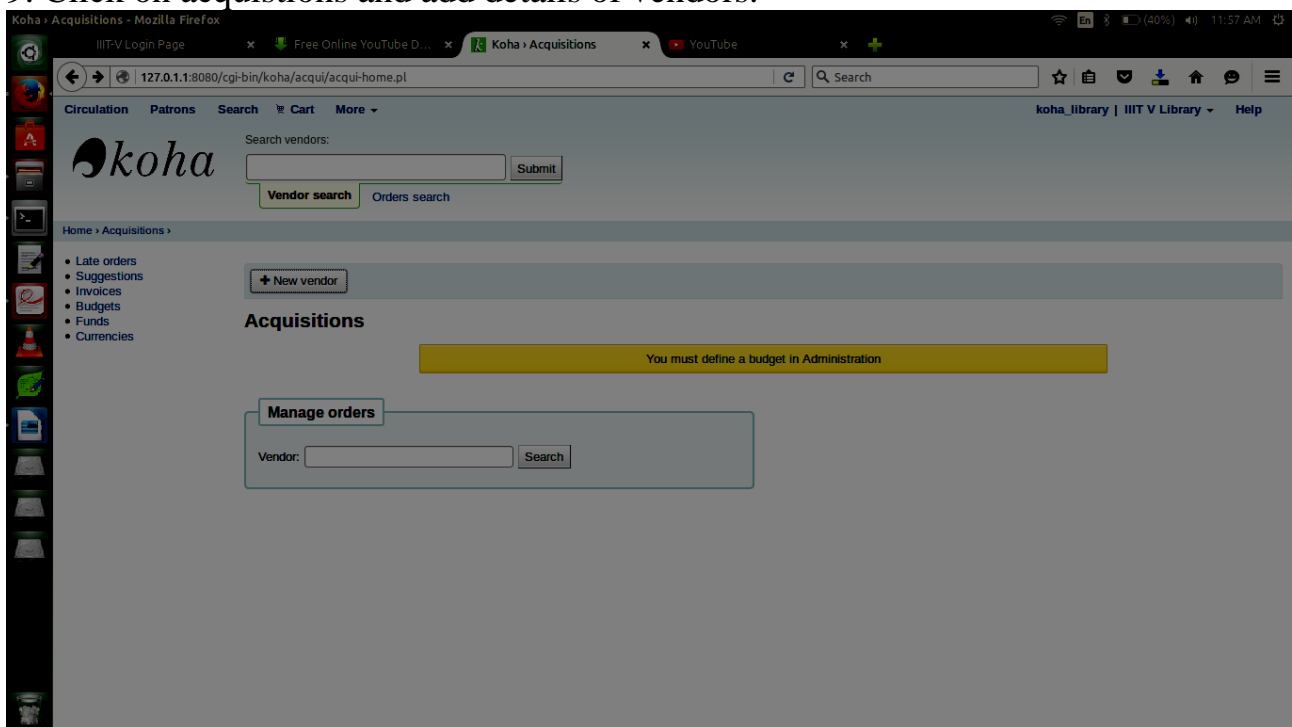
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AUG	august fund	1,000,000.00	0.00	0.00	0.00	0.00	1,000,000.00	1,000,000.00	
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k	kritichi	18,000.00	0.00	0.00	0.00	0.00	18,000.00	18,000.00	
lib1	libraries	20,000.00	0.00	0.00	0.00	0.00	20,000.00	20,000.00	
Budget may budget [id=1]									
11	may budget	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
14	m bu	1,000.00	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
Period allocated		1,058,000.00		0.00		0.00		1,058,000.00	

Showing 1 to 6 of 6

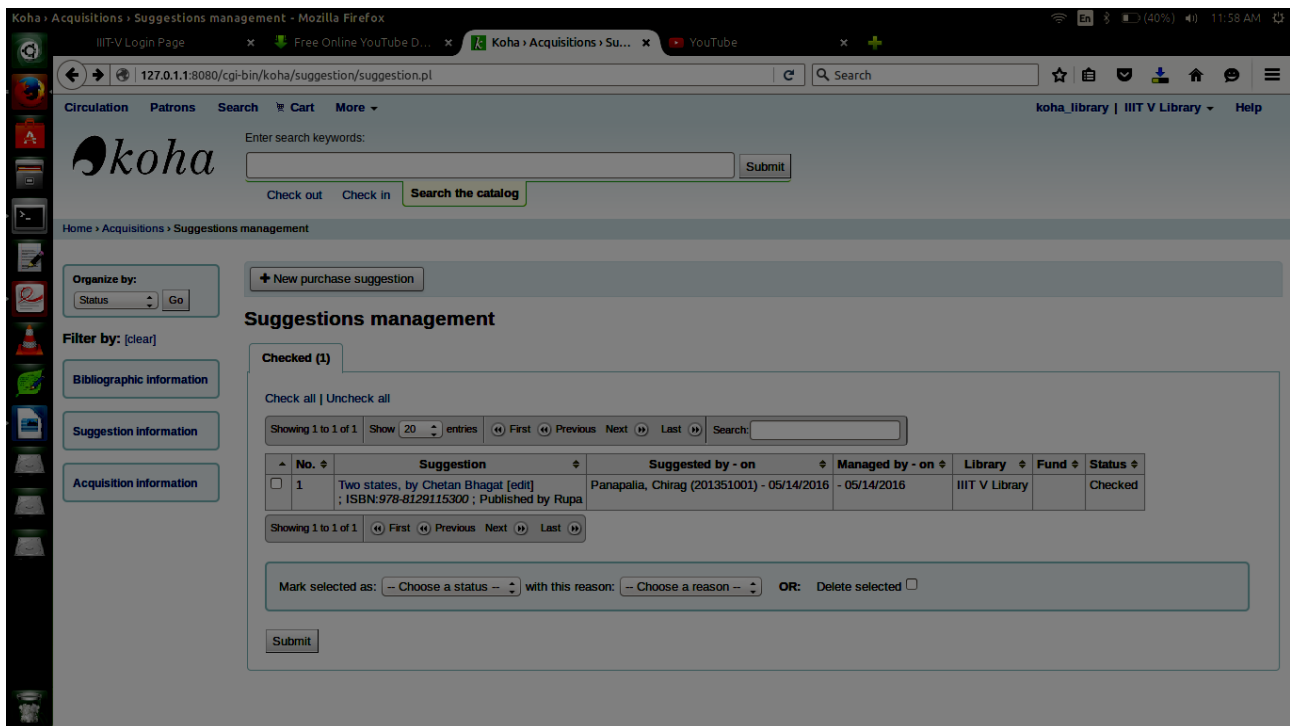
8. Click on patrons ->new patron and select the category from the list.  
Now,enter the patron details in the form displayed.



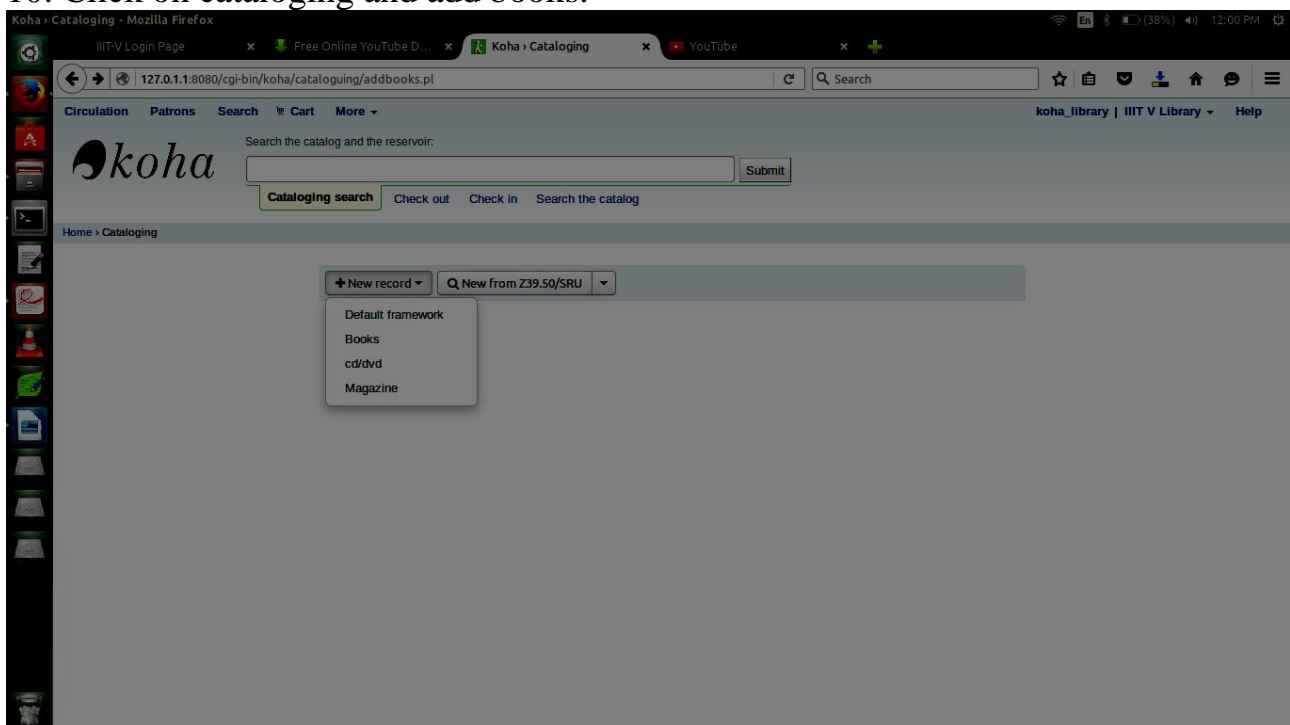
9. Click on acquisitions and add details of vendors.



9. You can give purchase suggestions by clicking on suggestions menu.



## 10. Click on cataloging and add books.

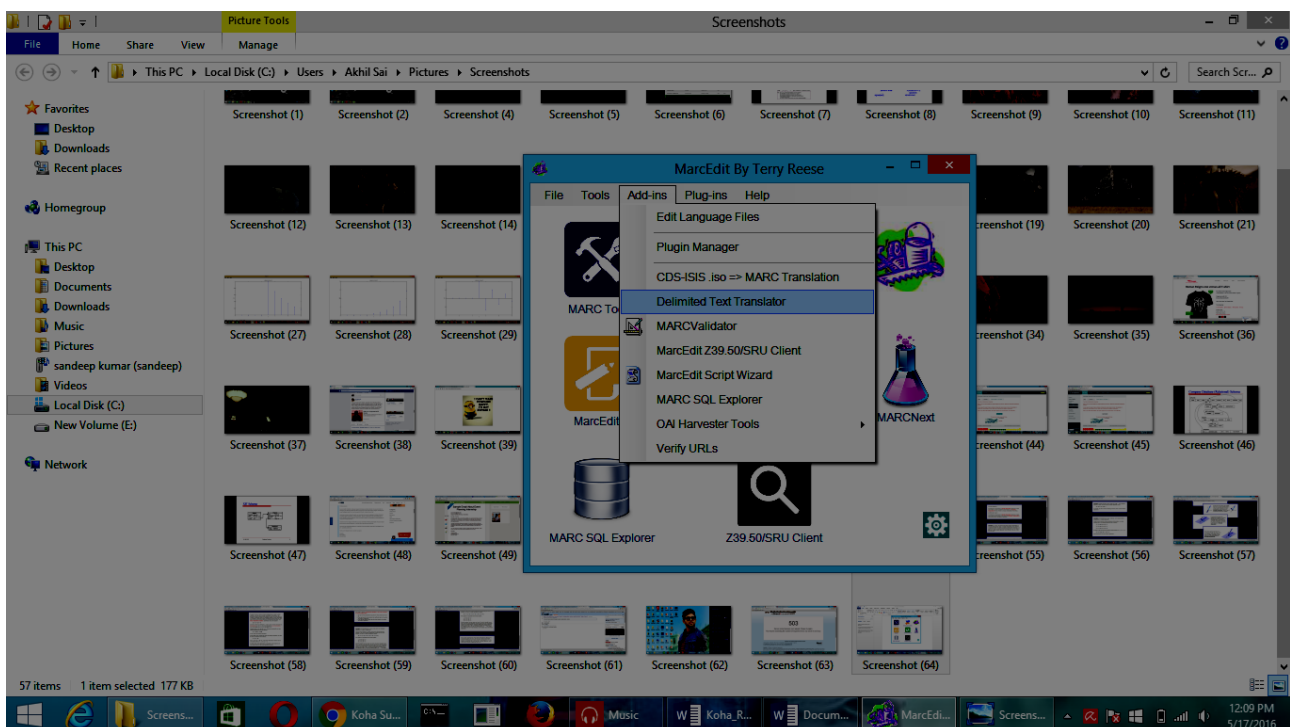
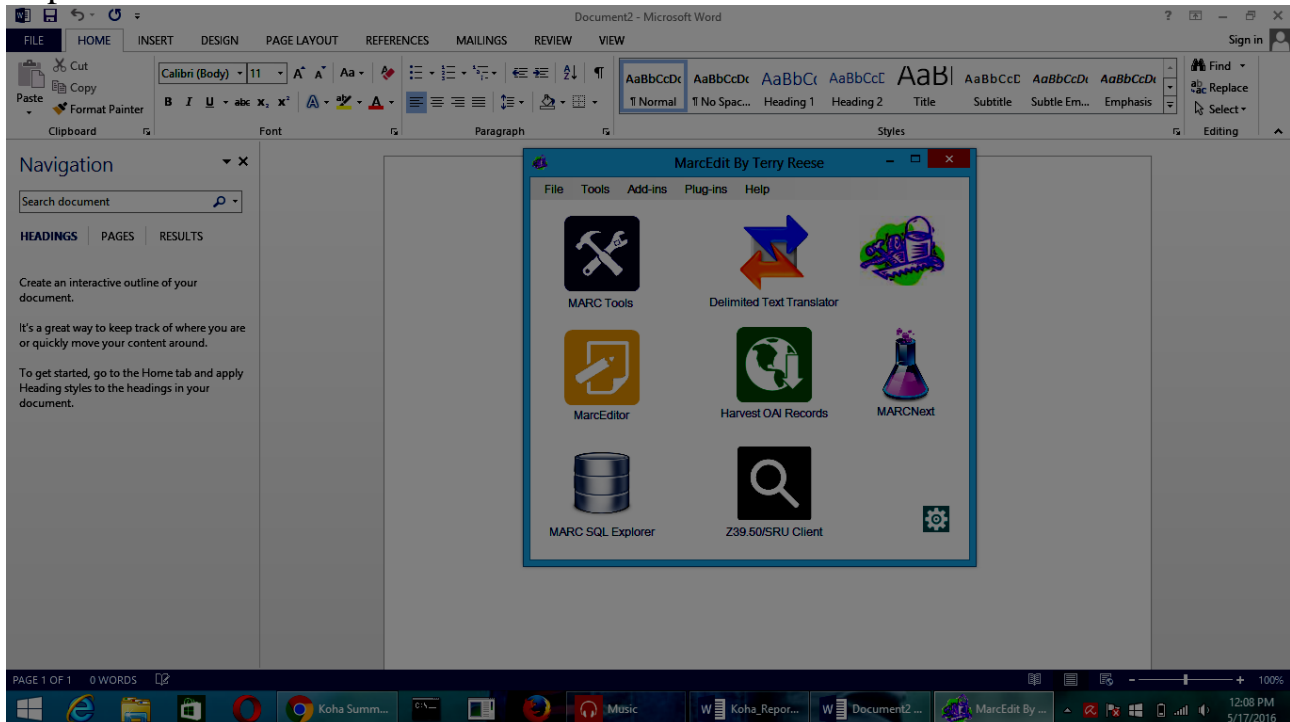


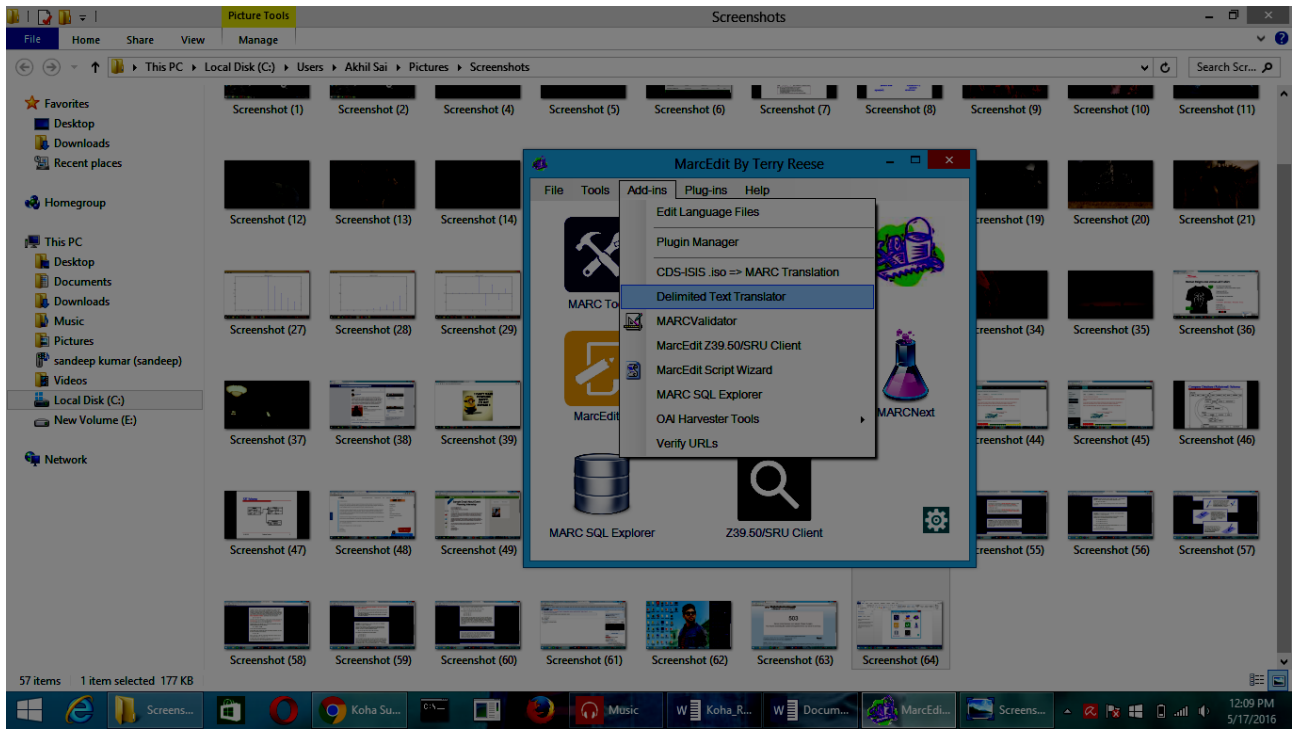
## IMPORTING MARC FILES:

11. Instead of adding each value manually you can import files directly by using the concept of data migration . The data we collected from library was in excel format whereas koha requires it in MARC format.

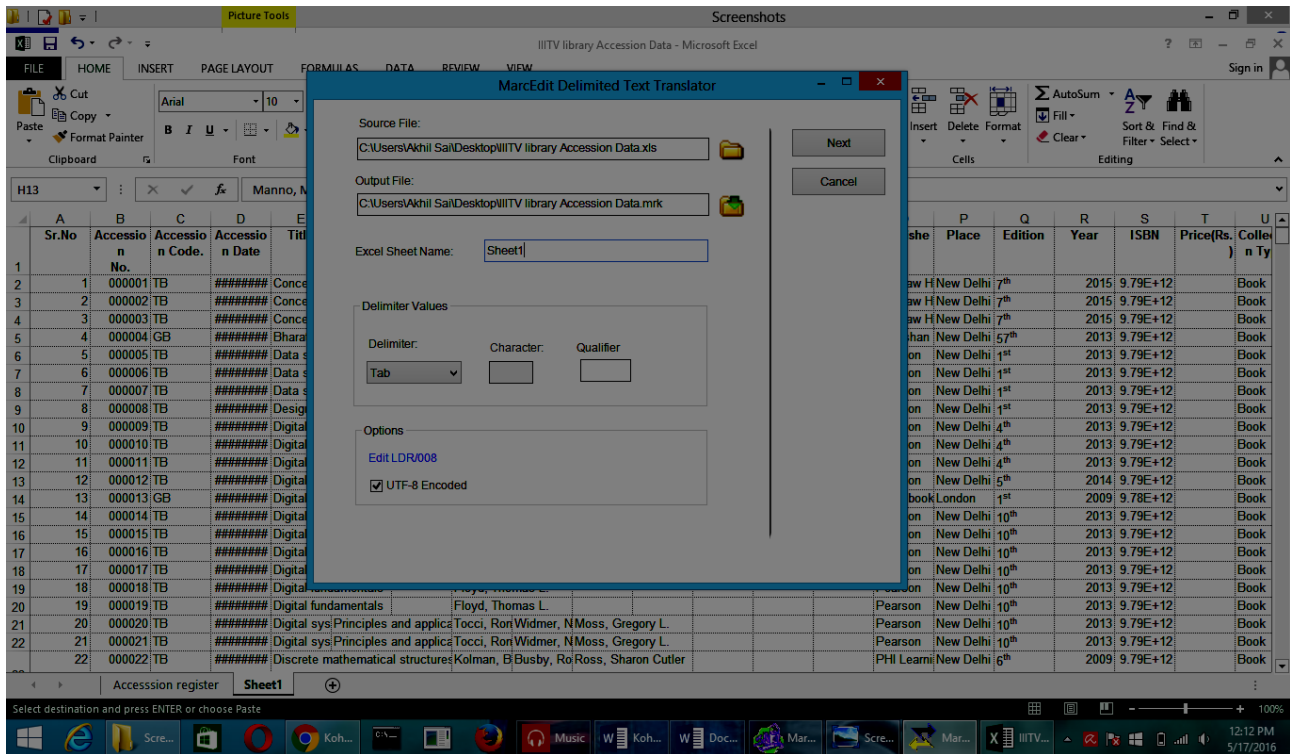
12. We downloaded marccedit for windows by the given url.  
<http://marccedit.reeset.net/downloads>

13. You can convert an excel sheet into MARC format by observing the following steps.

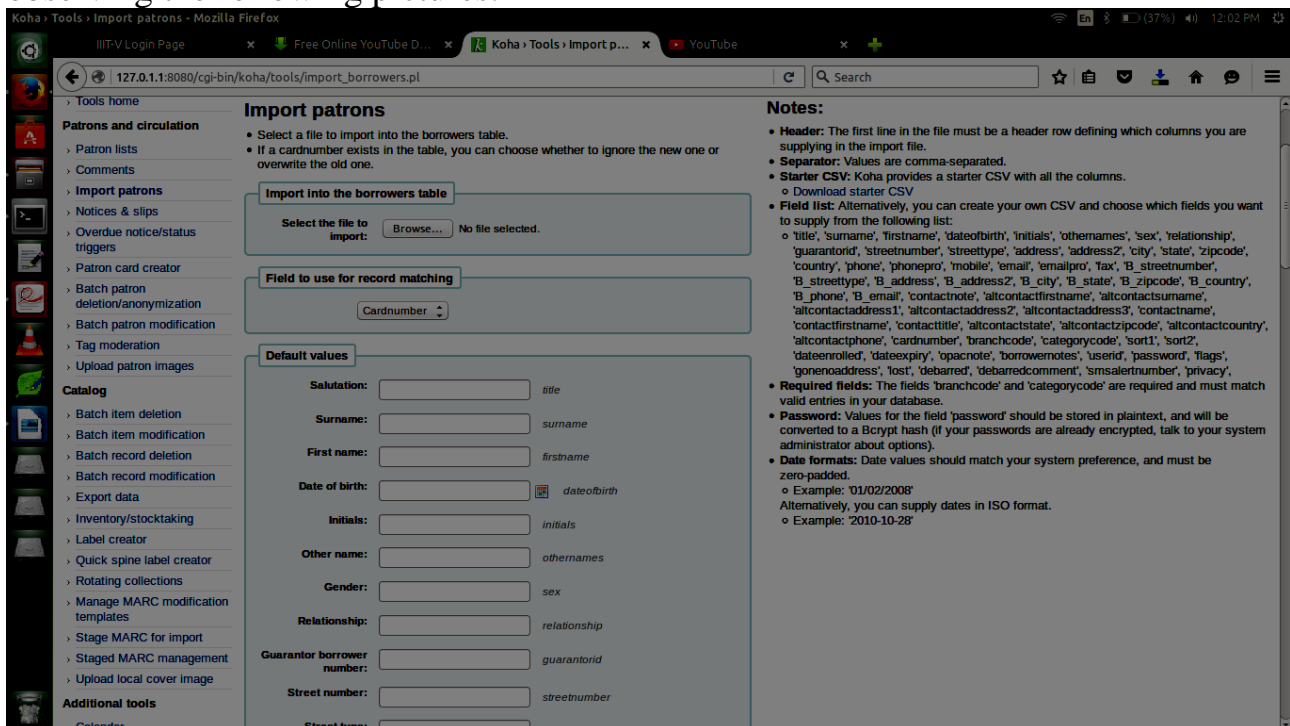


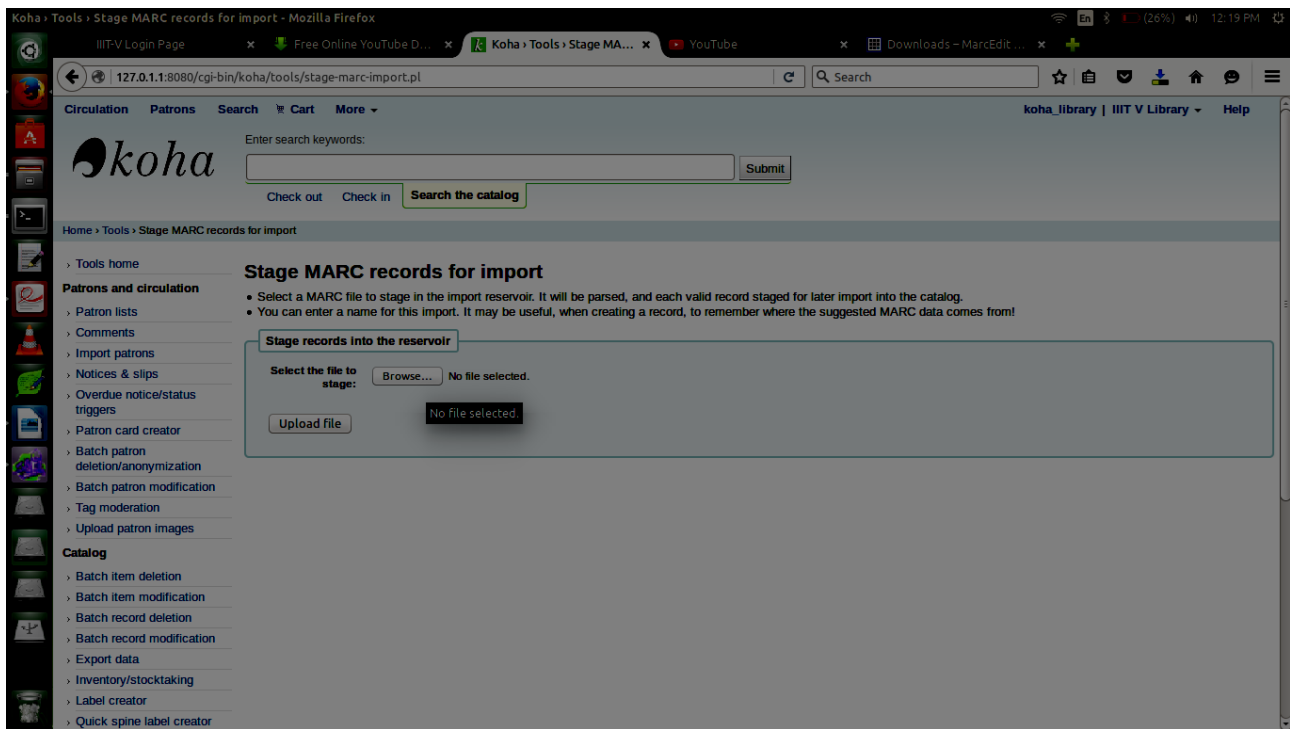




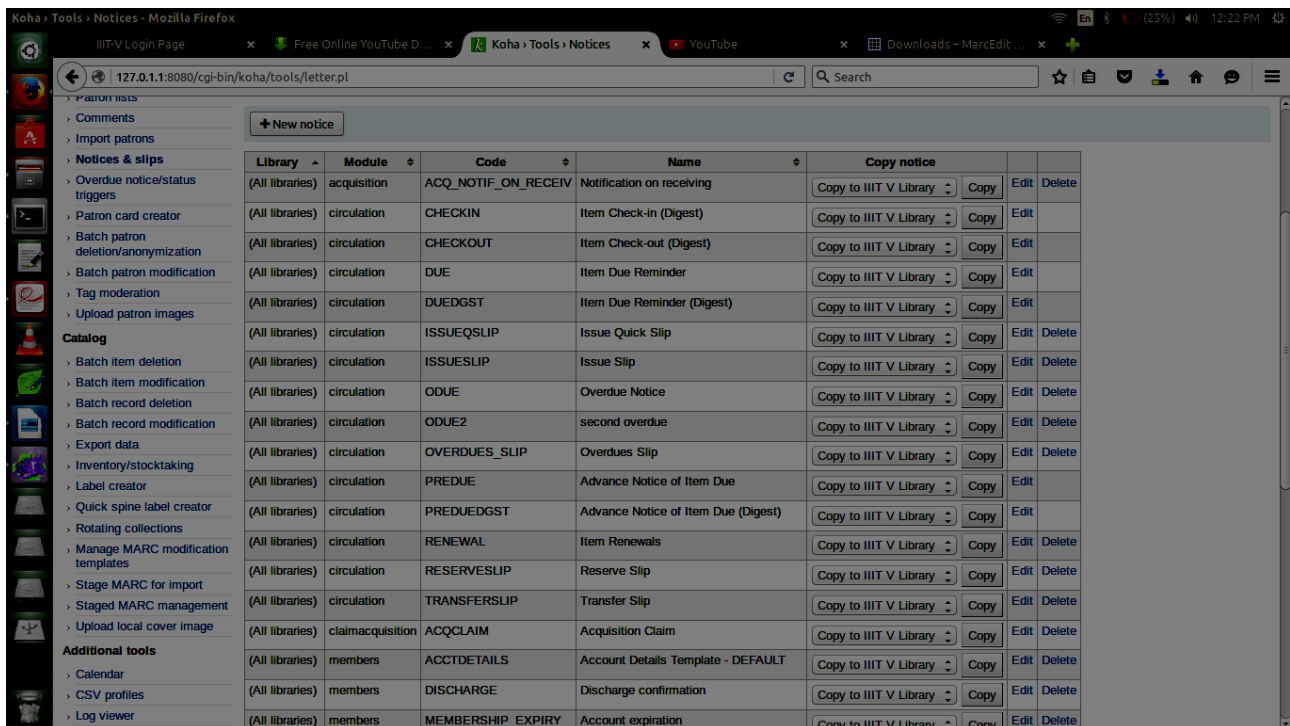


14. Now you can import patron details and catalog records from the MARC sheet by observing the following pictures.





15. Click on tools->patrons and circulation->notices and slips to notify the students.

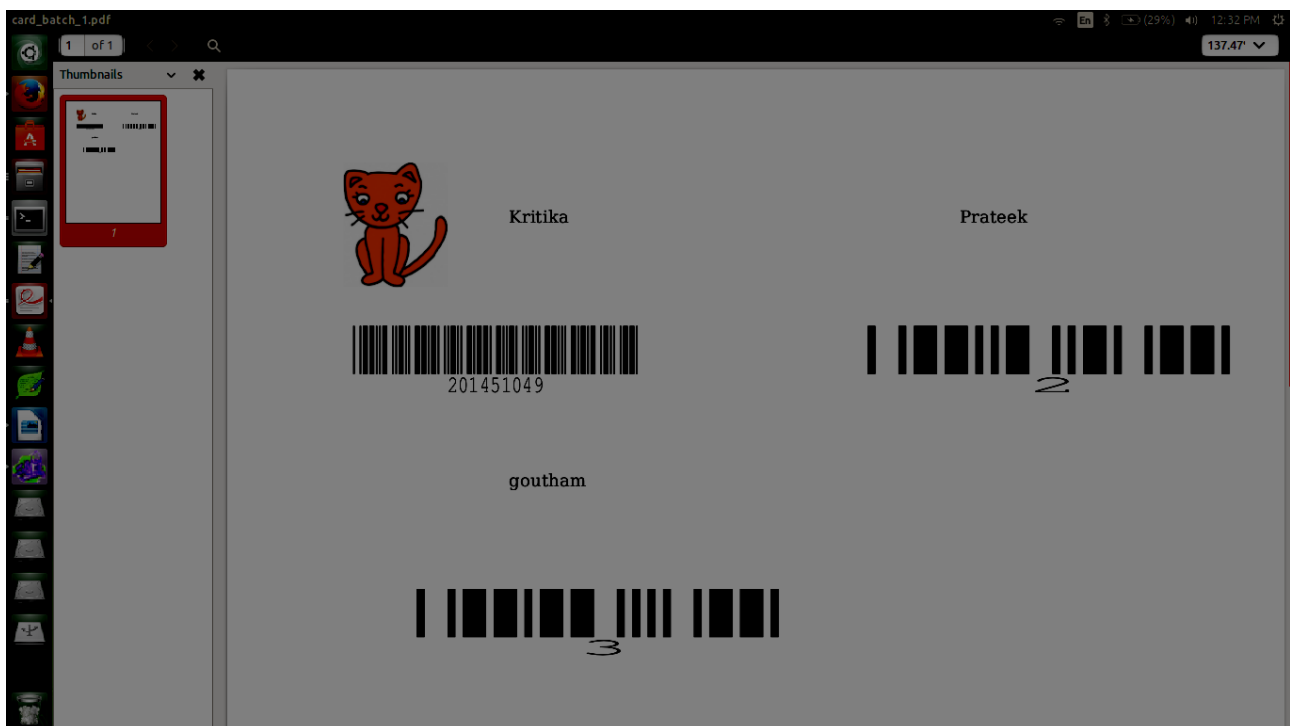
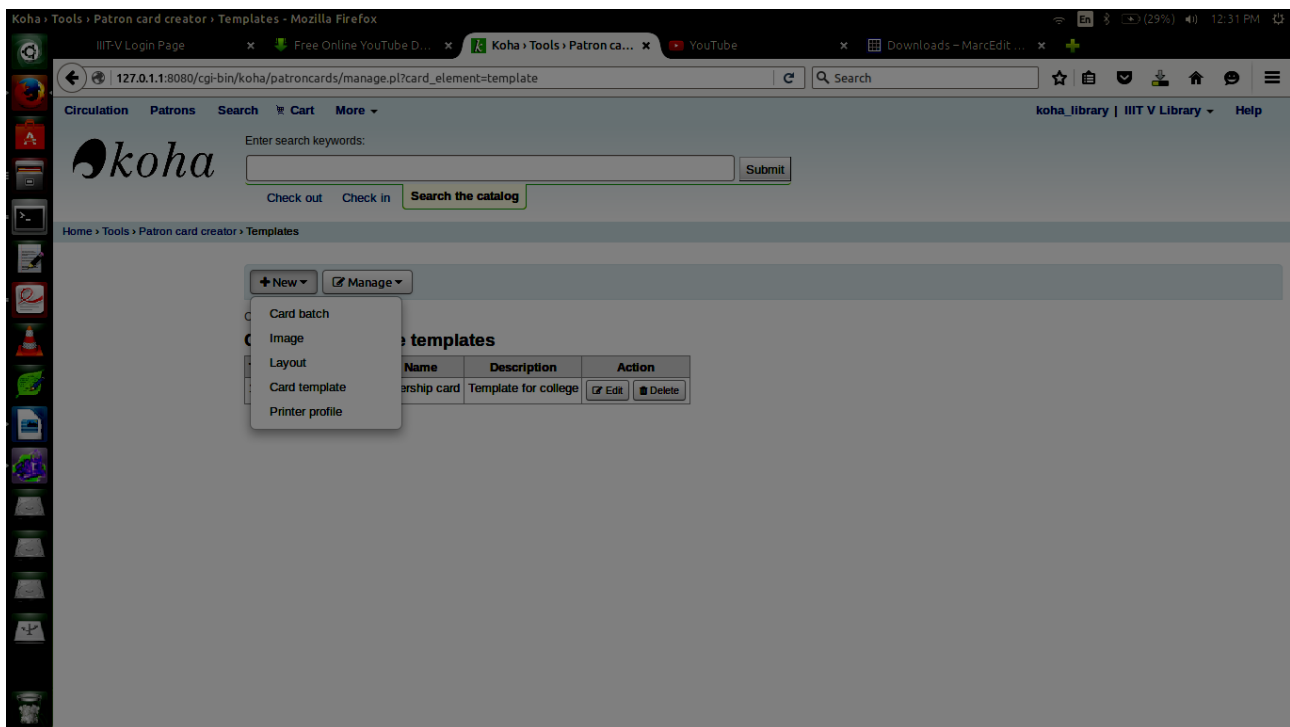


16. In the overdue notice/ status triggers we can set the overdue actions.

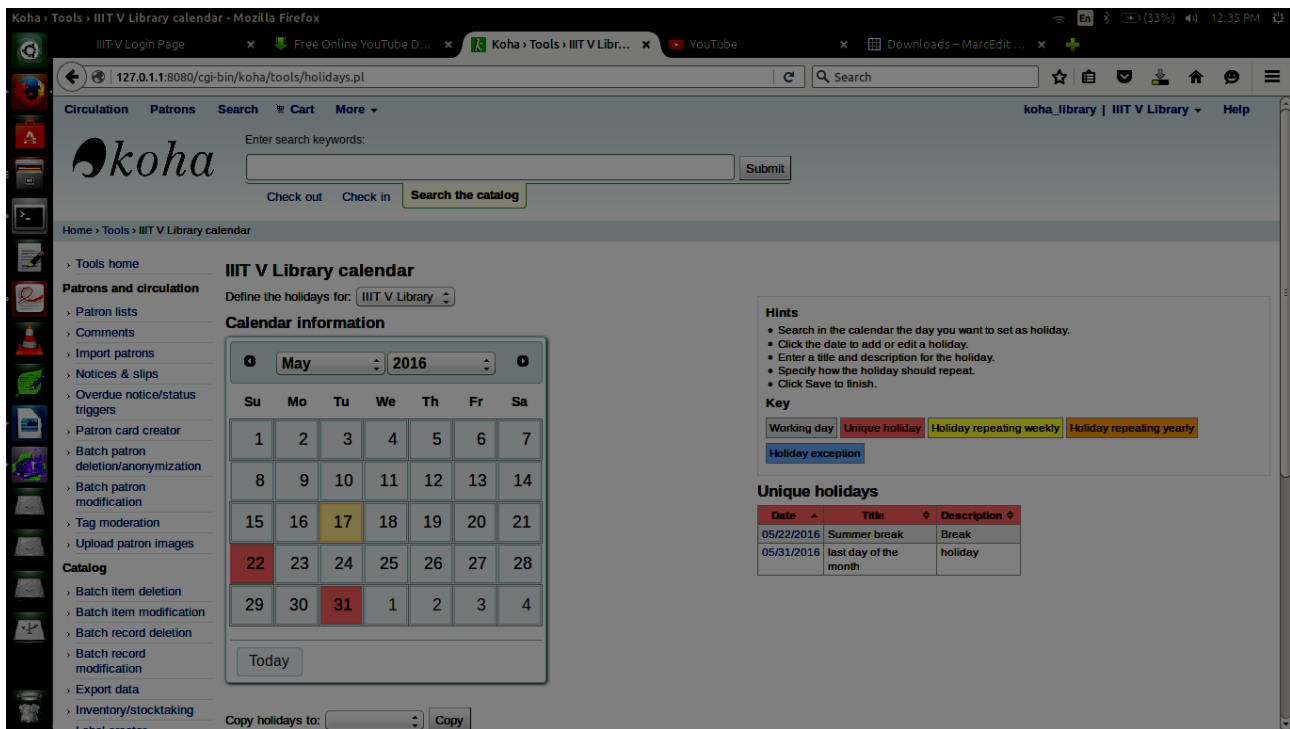
17. Create a patron card using patron card creator. And the rest of the field in the sub menu are self explanatory.

To add picture in patron card we to make changes in koha administration->basic system preferences.

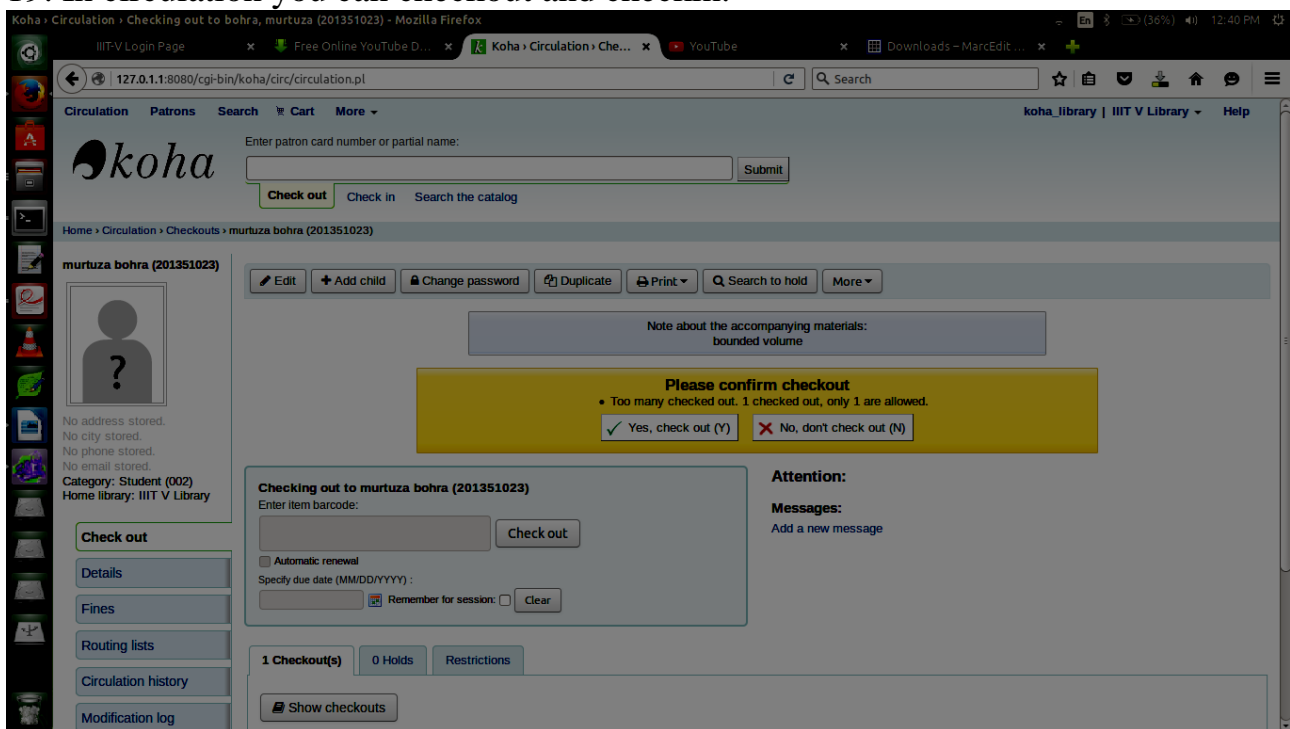
->patrons and allow the patronimage field.

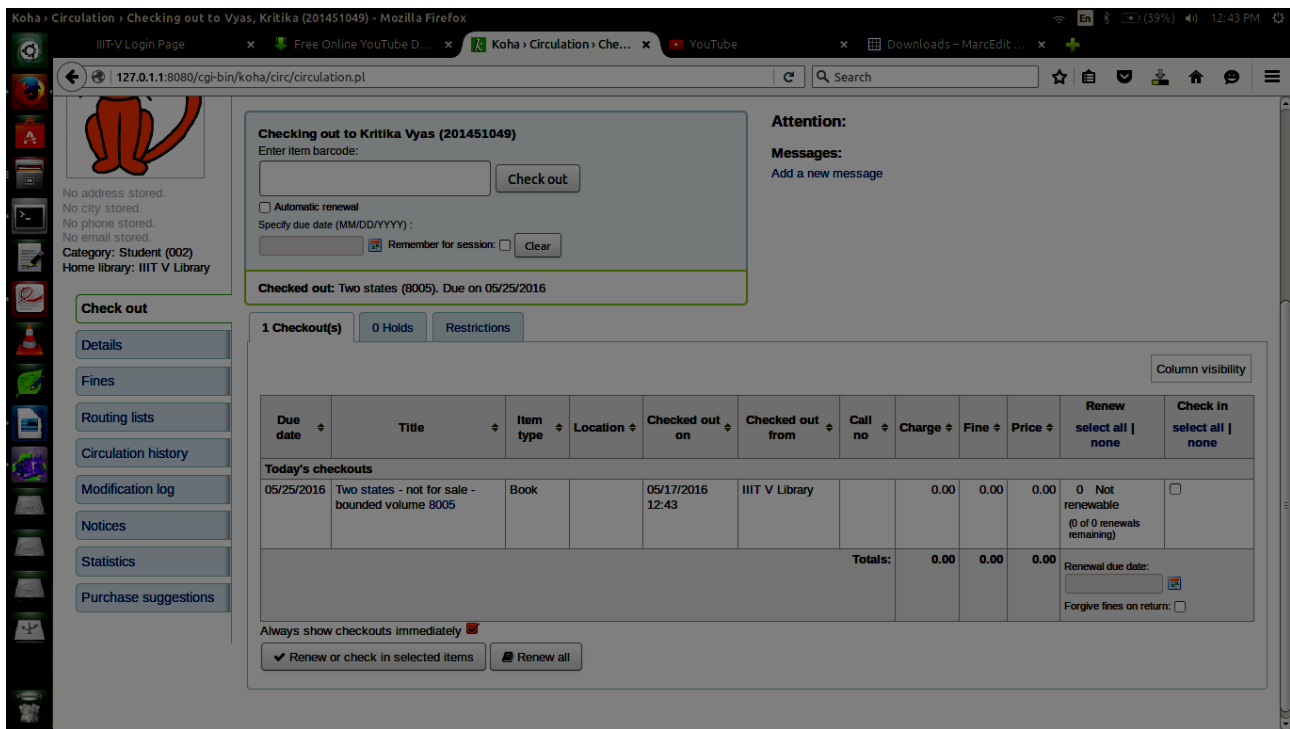


18. We can add calendars even.



19. In circulation you can checkout and checkin.





20. We are finished with most of the deployment part, but we need to modify the source code for bugs. The source code is written in perl , so we started learning perl. The following gives the list of bugs we encountered.

a. Regarding authorisation of basket.

We solved this bug by modifying the code in basket.pl by setting the cannotmanagebasket field to 0.

b. Couldn't proceed forward for adding items in the basket.

c. Couldn't display list.

d. Couldn't add notices.

e. Couldn't display quotes.

f. We encountered bugs regarding the emails even.

## SEARCH:

1) We learned how simple searching is done in koha from search module and how the search history is displayed and deleted.

2) How “findDuplicate” function works on ISBN .

3)In Simple Search we learnt about the arguments which are passed and returned.

4) How to initialize & search using Zebra and handle error & caught zoom exception.

5) To understand this we also learned What is Exporter , Zebra ,Biblioserver , Cookie , queryparse by taking Reference from Cpan.org and perldocs.org.