

How to Join

An institute using any library management software (e.g.: Koha, LibSys, NewGenLib, SOUL, e-Granthalaya, etc.) can join our initiative. Willing institute is requested to send its name, e-mail id, addressing authority, etc. (through mail to blacal.org@gmail.com or through WhatsApp to 9432298746) for inclusion in WebLibNet so that we can send a formal request letter to the institute. To join our initiative you have to send the following **mandatory information**.

1. Send the existing Bibliographic and Holdings Data in MARC, XML or MARCXML format
2. Mention the name of existing Library Management Software
3. For geographical search of your institution or college, please fill up the following table containing geo-tagged information of your library/institute:

MARC Subfield	Item of Information	Your Institute's Geo-tagged information	Example (Geo-location for Gurudas College)
\$a	Category of scale (a - Linear scale)	a	a
\$d	Coordinates--westernmost longitude		+088.390468 or E088.390468
\$e	Coordinates--easternmost longitude		+088.390468 or E088.390468
\$f	Coordinates--northernmost latitude		+022.571167or N022.571167
\$g	Coordinates--southernmost latitude		+022.571167or N022.571167
\$2	Source (goearth – Google Earth, wikiped – Wikipedia etc.)	goearth	goearth

OR You may provide geo-tagged photograph (with latitude and longitude) of your institute/library (like the following):



4. Library/Institute's website url (if any, please mention)
5. Library Web-OPAC's url (if any, please mention)

PROFORMA APPLICATION FORM FOR INCLUSION IN WEBLIBNET

[On Institute's Letterhead]

To

The General Secretary

Bengal Library Association

Kolkata-700014.

Sub.: Inclusion in WebLibNet

Dear Sir,

In reply to the mail sent by you on, I/we am/are willing to apply for the inclusion of my/our Institute in WebLibNetprogramme developed and maintained by Bengal Library Association. I/we declare that I/we will abide by the rules and regulations set by the Bengal Library Association for the inclusion as well as continuation in WebLibNet.

I/we will be highly obliged if you kindly accept my/our request to include my/our institute as a collaborator in this programme.

In case any problem arises at any point in future from any one/both end, each organization/institute has the right to discontinue in this programme with prior intimation in writing.

With regards,

Yours faithfully,

Date:

Signature of Head of the Institute/Librarian with office seal

Name of the Institute (in Capital Letters).....

.....

Address (in Capital Letters)

.....

Pin Code Country State/UT

Contact No. (Office) Contact No. (Person)

E-mail id (Institute):

Alternate E-mail id:

Name of the existing LMS:

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OR You may attach geo-tagged photograph (with latitude and longitude) of your institute/library along with your request mail

Library/Institute's website url (if any, please mention):

Library Web-OPAC's url (if any, please mention):

Date:

Signature of Head of the Institute/Librarian with office seal