Electronic Library Systems Training Course

Professional Development Training Course Outline

Category	Library Institute	**Duration**	5 Days
Base Fee	$1,500 USD	**Delivery Mode**	Online / On-site Hybrid

Course Introduction

Electronic Library Systems are transforming the way academic institutions, government agencies, research organizations, and corporate knowledge centers manage, preserve, and disseminate digital information. Modern library automation integrates cloud computing, digital repositories, metadata management, integrated library systems (ILS), electronic resource management, artificial intelligence, cybersecurity, data analytics, and user-centered digital services to enhance information accessibility and operational efficiency. Organizations adopting electronic library technologies improve knowledge sharing, research productivity, digital preservation, and informed decision-making while supporting remote access and digital transformation initiatives.

Electronic Library Systems Training Course equips participants with practical skills to plan, implement, administer, secure, and optimize electronic library environments using international best practices. Participants will explore library automation software, digital cataloging standards, electronic databases, cloud-based library services, digital archives, open-access repositories, metadata standards, system integration, and emerging technologies that improve user experience and institutional knowledge management. The course emphasizes innovation, compliance, digital accessibility, and sustainable electronic library management.

Programme Curriculum

Electronic Library Systems Training Course

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Course Objectives

By the end of this course, participants will be able to:

1. Understand electronic library system architecture and components.
2. Implement modern Integrated Library Systems (ILS).
3. Manage digital collections using global metadata standards.
4. Improve electronic resource management efficiency.
5. Develop secure digital library infrastructures.
6. Configure online public access catalogs (OPAC).
7. Apply cloud computing solutions in library management.
8. Integrate institutional repositories with digital platforms.
9. Enhance user experience through digital library services.
10. Utilize data analytics for library performance improvement.
11. Implement cybersecurity best practices for digital libraries.
12. Support digital preservation and long-term information access.
13. Develop sustainable electronic library management strategies.

Organizational Benefits

- Improved digital information accessibility.
- Enhanced research and knowledge sharing.
- Faster cataloging and resource retrieval.
- Reduced operational costs through automation.
- Better electronic resource utilization.
- Improved regulatory compliance and governance.
- Stronger cybersecurity for digital assets.
- Increased user satisfaction and service quality.
- Enhanced institutional collaboration.
- Improved organizational knowledge management.

Target Audiences

- Librarians and Library Managers
- Information and Knowledge Management Officers
- Archivists and Records Managers

- ICT Professionals
- University and College Administrators
- Research Institution Staff
- Government Information Officers
- Digital Repository Administrators

Course Duration: 5 days

Course Modules

Module 1: Introduction to Electronic Library Systems

- Electronic library concepts and evolution.
- Components of Integrated Library Systems.
- Digital library architecture.
- Library automation technologies.
- Current trends in electronic libraries.
- Case Study: National Library Board Singapore digital transformation.

Module 2: Library Automation and Catalog Management

- Library automation software.
- OPAC configuration.
- Cataloging workflows.
- Bibliographic database management.
- Barcode and RFID technologies.
- Case Study: Koha implementation at the University of Nairobi.

Module 3: Metadata and Digital Resource Management

- MARC21 standards.
- Dublin Core metadata.
- Digital repository management.
- Electronic resource lifecycle.
- Metadata quality assurance.
- Case Study: Europeana Digital Library metadata integration.

Module 4: Cloud-Based Library Services

- Cloud computing fundamentals.
- Cloud-hosted library systems.
- Digital content sharing.
- Remote user access.

- Cloud storage strategies.
- Case Study: OCLC WorldShare cloud library platform.

Module 5: Digital Preservation and Cybersecurity

- Digital preservation techniques.
- Backup and disaster recovery.
- Cybersecurity principles.
- User authentication methods.
- Information privacy compliance.
- Case Study: British Library digital preservation initiatives.

Module 6: User Services and Information Access

- User experience optimization.
- Electronic database access.
- Mobile library services.
- Accessibility standards.
- Digital reference services.
- Case Study: New York Public Library digital access services.

Module 7: Analytics and Performance Management

- Library performance indicators.
- Usage analytics.
- Dashboard reporting.
- Collection assessment.
- Decision support systems.
- Case Study: University of Cambridge Library analytics implementation.

Module 8: Emerging Technologies in Electronic Libraries

- Artificial Intelligence applications.
- Machine learning for libraries.
- Blockchain for digital records.
- Internet of Things integration.
- Future digital library innovations.
- Case Study: Finland National Digital Library modernization project.

Training Methodology

- Interactive expert-led presentations.
- Practical system demonstrations.
- Hands-on software configuration exercises.
- Guided digital cataloging workshops.
- Group discussions and collaborative learning.
- Real-world case study analysis.
- Digital repository implementation exercises.
- Performance assessment and feedback sessions.

Register as a group from 3 participants for a Discount

Send us an email: info@fineskilltrainingcenter.org or call *+254769199797*

Certification

Upon successful completion of this training, participants will be issued with a globally- recognized certificate.

Tailor-Made Course

We also offer tailor-made courses based on your needs.

Key Notes

a. The participant must be conversant with English.

b. Upon completion of training the participant will be issued with an Authorized Training Certificate

c. Course duration is flexible and the contents can be modified to fit any number of days.

d. The course fee includes facilitation training materials, 2 coffee breaks, buffet lunch and A Certificate upon successful completion of Training.

e. One-year post-training support Consultation and Coaching provided after the course.

f. Payment should be done at least a week before commence of the training, to Fineskill Training Center account, as indicated in the invoice so as to enable us prepare better for you.

Upcoming Scheduled Sessions

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Online	$1,000

Start Date	End Date	Location	Price
23 Nov 2026	27 Nov 2026	Physical	$1,500
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$3,000
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$4,500
23 Nov 2026	27 Nov 2026	Physical	$6,000
23 Nov 2026	27 Nov 2026	Physical	$6,000

Ready to enroll or request a customized program? Book online or contact us:

Register Online Now

Email: info@fineskilltrainingcenter.com | Website: www.fineskilltrainingcenter.com