INDIAN INSTITUTE OF SCIENCE EDUCATION AND RESEARCH MOHALI
(Institute of National Importance, Estd. By Ministry of Education, Govt of India)
Sector – 81, Knowledge City, P.O. Manauli, S.A.S. Nagar, Mohali (Punjab) -140 306

Dr. P. Visakhi, MSc., MLISc., PhD
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Date: 03/7/2024

TO WHOM SO EVER IT MAY CONCERN

This is to certify that ***Mr.Manwar Ali,*** *S/o Sh. Mohd Ramzan worked in the Library,* ***Indian Institute of Science Education and Research (IISER) Mohali*** *as a "****Library Professional Assistant****" through an outsourcing Agency from 03/10/2022 till 06/5/2024.*

Mr. Manwar Ali *is a sincere, punctual and hardworking Professional. During his tenure at IISER Mohali, he gained working experience in Open Source Library Management Software" **Koha**" and "Open Source Digital Software " **DSpace**."*

While at IISER Mohali, he worked in the Accessioning & Classification of Books in DDC, Accession of Print Magazines, shelving, etc. He gained experience in all modules of Koha, such as Cataloguing in MARC21, Patron creation, indexing Indentor names, New Arrivals alerts, Circulation, Report generation, Bar-coding, Spine label generation, Due Fine collection, Reference Service to the readers, printing and display of Institute Publication, etc., He also learned & attended reservation of Learning Spaces such as Smart Rooms, Seminar Rooms, Digital Space. Discussion Rooms, Podcast and Audiovisual Rooms etc.,

He has acquired knowledge and experience in hyperlinking e-journals and e-books, working on HTML tagging, uploading data in the "NDLI" server, uploading of PhD Thesis in "Shodhganga", MS Dissertation, PhD thesis and Institute Publications in Institutional Repository by using "Dspace" software. Worked on Institute Publications for NIRF ranking and Annual Report and attended Annual Stock Verification of Books. He also attended the Profile creation of faculty in IRINS.

He has undergone a three-day hands-on training Programme on Open source software "Koha" and Dspace" at IISER Mohali by M/S Jivesna Tech Pvt Ltd. He has improved his professional experience and knowledge in the Information and Communication Technology to keep pace with the changing library scenario.

His conduct during the period was "Good." I wish him the best in his future endeavors!!!

(P. Visakhi)

Dr. P. Visakhi
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