



Fall 2023 Training Schedule

V-Cat training links are also available on the [WVLS calendar](#).

V-Cat Sierra Cataloging Training – Attaching Items

Wednesday, September 20 from 10:00 am to 12:00 pm | [Link to register](#) | [Link to attend](#)

This training will introduce and review the process of attaching item records to existing bib records in the V-Cat Sierra database. It is open to all library staff who catalog materials or add items in Sierra.

Who should attend? Library staff new to cataloging in V-Cat or interested in a refresher training.

V-Cat Sierra MARC Alert Cataloging Training

Wednesday, September 27 from 10:00 am to 12:00 pm | [Link to register](#) | [Link to attend](#)

This training will introduce and review the process of adding MARC Alert bib records to the V-Cat Sierra database. It is open to all library staff who catalog.

Who should attend? Library staff new to cataloging in V-Cat or interested in refresher training.

V-Cat **IN PERSON** Training Day

Thursday, October 5 – V-Cat In-Person Training Day | [Link to register](#) for whole or half day.

9:30 - 9:45 Refreshments and Conversation

9:45 – 12:15 V-Cat Sierra Z39.50 Cataloging Training and Q & A

Attendees will learn how to use Z39.50 to connect to OCLC to search, analyze, and save bib records to the V-Cat Sierra database. To attend, library staff must attend a MARC Alert training prior to attending or receive permission from Rachel.

Who should attend? Library staff new to cataloging in V-Cat or interested in refresher training.

12:15 - 1:00 Lunch (provided by V-Cat)

1:00 – 3:00 Circa Inventory Training and Alternative Inventory Options

Attendees will learn how to use Sierra's Circa for shelf-by-shelf Inventory to review their collections and identify items that are missing from library shelves, items in need of a status update, and items shelved in the wrong area. Alternate inventory methods using Create Lists or Excel will be reviewed as well.

Who should attend? Library staff who would like to learn how to perform an inventory of their collection.

(More training opportunities on the next page).

V-Cat Aspen Refresher Training

Wednesday, October 11 from 10:30-12:30 | [Link to register](#) | [Link to attend](#)

Attendees will review the basics of Aspen Discovery from a library staff perspective. Topics will be determined based on the interests of attendees and may include patron experience, advanced searching tips, browse categories, lists, placards, system messages, and customizable menus.

Who should attend? Library staff who want a review of Aspen as a whole, including the patron experience, searching tips, and local customization options.

V-Cat Sierra Create Lists The Easy Way

Wednesday, October 18 from 10:30 to 12:30 | [Link to register](#) | [Link to attend](#)

Attendees will learn the basics of Sierra Create Lists and how to use saved queries to quickly create reports and export record data to Excel.

Who should attend? Library staff who want to learn the easy way to create record lists to review patron, item or bibliographic record information to review and update or for weeding and collection development.

Contact WVLS at help@librarieswin.org to request additional training and tutorial topics.