

Information and Library Network (INFLIBNET) Centre

(An IUC of University Grants Commission)

Ahmedabad – 380 009

Subject: Training Program on SOUL Software from November 17 – 21, 2008.

Dear Sir/Madam,

We have scheduled an intensive training programme at INFLIBNET Centre on the ***“Installation and Operations of SOUL Software”*** as well as other operational related activities of SOUL for **Five days** from **17th to 21st November 2008 (9.30 AM TO 5.30 PM)** at INFLIBNET Centre for the purchasers of the SOUL Software. On hearing from you, we will be very happy to make necessary arrangement to train the professional, so that he/she can comfortably get back to your place and install the same. Therefore, you are requested to depute your ***One Library Professional or Information Scientist*** whoever is well versed with the computer to attend this training programme. Please ensure that if you have not purchased SOUL software then you can send the participant along with **Demand Draft** in favour of ***“The Director, INFLIBNET Centre”*** payable at ***“Ahmedabad”*** for the requisite amount.

No TA/DA for this purpose will be paid by INFLIBNET. However, Lodging and Boarding and Course Material will be provided at **Free of Cost** for the participant in the campus during the Training programme.

If you have been already provided SOUL training or if you have not purchased SOUL Software then ignore this letter. Please send the advance intimation regarding deputation of your **participant (with Full Name & Designation)** to enable us to make necessary arrangement.

If your University/College/Institute wants to depute more than **One Person** for the same training then the amount of **Rs. 2,500/- (for 2nd Person)** (including Boarding, Lodging & Course Materials etc.) will be charged extra and payment has to be sent through **Demand Draft** in favour of ***“The Director, INFLIBNET Centre”*** payable at ***“Ahmedabad” (Cash/Cheque amount will not be accepted).***

We are sure that you would kindly utilize this opportunity. **Please send your confirmation immediately** by Post/Fax or E-mail to: hosamani@inlibnet.ac.in, hghosamani@yahoo.com

Thanking you,

Yours faithfully,

(H.G. Hosamani)
Scientist – B (LS)