



PRE-COSA REMOTE TRAINING 2026

Four live online sessions - available now to purchase



Get ahead of the conference.

In the week before COSA 2026, we're running four remote training sessions covering Symphony Administration, BLUEcloud Analytics, and BLUEcloud Central. Each session is delivered live online in Australian Eastern Standard Time (AEST), so your team can build skills and confidence before the doors open in Adelaide.

4

COURSES

Live Online

FORMAT

AEST

TIME ZONE

24-27 Aug

DATES

COSA 2026 - Stories that Shape Systems

The COSA Conference will be held in person in Adelaide, Tuesday 1 - Wednesday 2 September 2026.

TRAINING AT A GLANCE

Pre-COSA Remote Training Schedule

Four remote sessions run across the week beginning Monday 24 August 2026 - the week before COSA 2026. Choose the sessions most relevant to your team, or purchase all four.

	DAY / DATE	COURSE	TIME (AEST)	TRAINER
	Mon 24 Aug	Symphony Admin	10:00am - 1:00pm AEST	Cathy Cusack
	Tue 25 Aug	BCA Basics	10:00am - 1:00pm AEST	Cathy Cusack
	Wed 26 Aug	BCA Advanced	10:00am - 1:00pm AEST	Katie Lusk
	Thu 27 Aug	BCC Bootcamp	10:00am - 2:00pm AEST	Cathy Cusack

GOOD TO KNOW

- All sessions are delivered remotely (live online) - there's no need to travel to attend.
- Times listed are Australian Eastern Standard Time (AEST) - please convert for your local time zone.
- The COSA 2026 Conference follows in person in Adelaide on Tuesday 1 - Wednesday 2 September 2026.

SYSTEM ADMINISTRATION - COSA 2026

Symphony Administration

DAY & DATE

Monday, 24 August

TIME (AEST)

10:00am - 1:00pm AEST

DURATION

3 hours

TRAINER

Cathy Cusack

A practical, hands-on session for Symphony administrators covering the day-to-day configuration tasks that keep cataloguing, circulation, and reporting running smoothly.

Cataloguing Admin

- Adjusting field lengths
- Limiting item types as non-transitable

Circulation Admin

- Creating mandatory fields in the behaviour tab of user registration, modify, or copy user
- No longer displaying title, preferred name, or suffix - see Global Configuration
- Hold map options
- Floating items - the difference between floating by library and by item type
- New field options for users
- Enforcing a user address template
- Address validation

Reports

- Report permissions group policy
- Access control for batch editing report templates, scheduled reports, and finished reports (only available if you own the report, or have settings that allow you to grant access to others)

The session closes with an open Q&A session - bring your trickiest admin questions.

BLUECLOUD ANALYTICS - COSA 2026

BCA Basics

DAY & DATE

Tuesday, 25 August

TIME (AEST)

10:00am - 1:00pm AEST

DURATION

3 hours

TRAINER

Cathy Cusack

An introduction to BLUEcloud Analytics for new and existing users, focused on building your first reports and reusable objects with confidence.

Creating a Basic Report

- Attributes
- Metrics
- Sorting
- Renaming fields
- Filtering - when creating a report and within a report
- Prompts
- Exporting
- Saving
- Sharing
- Scheduling

Reusable Objects

- Custom Groups
- Custom Filters
- Custom Prompts

BCA-6001 - ADVANCED ANALYTICS GROUP - COSA 2026

BCA Advanced

DAY & DATE

Wednesday, 26 August

TIME (AEST)

10:00am - 1:00pm AEST

DURATION

3 hours

TRAINER

Katie Lusk

Building on BCA Basics, this session goes deeper into the analytical tools that give your reports and dossiers real power.

Learn to Use

- Reports as filters
- Joins in reports
- Joins in dossiers
- Metrics
- Imported data

NOTE - This course is intended for BCA users with Creator or Admin level logins. If you are not sure of your access level, please contact your BCA administrator.

BLUECLOUD CATALOGUING - CIRCULATION - ADMINISTRATION - COSA 2026

BLUEcloud Central Boot Camp

DAY & DATE**Thursday, 27 August****TIME (AEST)****10:00am - 2:00pm AEST****DURATION****4 hours****TRAINER****Cathy Cusack**

A whistle-stop tour of BLUEcloud Central, covering the essentials of cataloguing, circulation, and administration setup.

BLUEcloud Cataloguing

- Search sources & targets
- Z39.50 searching
- Search policy
- Merge & replace policy
- Smart search policy
- Cataloguing profile
- Bibliographic templates

BLUEcloud Circulation

- Search policy (if different to cataloguing)
- Receipt set-up (checkout, transit, hold, bills)
- Circulation profile

BLUEcloud Administration

- Security - roles
- Security - users

NOTE - *This is an abridged version of the full BLUEcloud Central service.*