

## 2012 Basic Information Of The Library

Lampiran 1

No.	Item	Perpustakaan Sultanah Zanariah	PSZ UTMKL	IBD JB	Perpustakaan Menara Razak
1.	Name of Public Higher Institution	<b>UNIVERSITI TEKNOLOGI MALAYSIA</b>			
2.	Name of Library	Perp. Sultanah Zanariah	PSZKL International Campus	IBD	Razak School
3.	Location	Skudai	Kuala Lumpur	Skudai	Kuala Lumpur
4.	Year of Establishment	1996	1972	2004	2006
5.	Area				
	i. Square Metre	18,639.5m	8971.18m	202m	202m
6.	Operational Hour	8.00-10.30 pm	8.00-10.30 pm	8.00-5.00 pm	8.00-5.00 pm
7.	Maximum Capacity at One Time	3,422	1,200	22	10
8.	No. of Staff (2012)	159	24	2	2
	a. Officer (by grades)				
	i. JUSA C	1	-	-	-
	ii. S54	-	-	-	-
	iii. S52	2	-	-	-
	iv. S48	5	1	-	-
	v. S44	8	1	-	-
	vi. S41	21	2	-	1
	vii. F48	-	-	-	-
	viii. F44	-	-	-	-
	ix. F41	1	-	-	-
	x. N48	-	-	-	-
	xi. N44	-	-	-	-
	xii. N41	1	-	-	-
	b. Support Staff				
	i. S Group	86	18	2	0
	ii. F Group	2	-	-	-
	iii. N Group	28	2	-	-
	iv. B Group	1	-	-	-
	v. J Group	3	-	-	-
	vi. R Group	0	-	-	-
9.	No. of Training/Course for Staff (2012)				
	i. Local (Outside UTM)	12	3	-	-
	ii. Oversea	5	-	-	-
10.	No. of Collection Title (Cumulative)				
	a. Printed				
	i. Book	434,190	86,000	1,565	8,000
	ii. Journal/Serrial	100,767	5,975	68	1
	iii. Gift Journal	6,132	-	12	-
	iv. Thesis	63,510	-	190	215
	v. Map	5,082	203	-	-
	vi. Measured Drawing	3,649	-	-	-
	vii. Research Report	1,940	-	-	-
	viii. Others	78,167	-	-	-
	b. Electronic				
	i. Electronic Book	106,234*	106,234*	106,234*	106,234*
	ii. Electronic Thesis	2,004,917*	2,004,917*	2,004,917*	2,004,917*
	iii. Subscribed Online Database	79*	79*	79*	79*
	iv. Full Text Electronic Journal	557,120*	557,120*	557,120*	557,120*
	v. CD-ROM Database	-	-	-	-
	vi. Internal Database (Digitization)	85,682*	85,682*	85,682*	85,682*
	vii. UTM Institutional Repository (IR)	25,067*	25,067*	25,067*	25,067*
	viii. Audio Visual Material				
	- Microfilm	15,983	-	-	-
	- Video Cassette	2,447	548	-	-
	- Audio Cassette	2,529	-	-	-
	- Compact Disc	31,840	2,462	30	-
	- Micro Material	-	-	-	-
	- Slide	133,363	-	-	-
	- Learning Kit	93	-	-	-
	viii. Others	216,517	-	-	-
11.	Facilities (Infrastructure)				
	i. Carrel Room	58	32	-	-
	ii. Discussion Room	11	12	-	-
	iii. Seminar Room	3	4	4	-
	iv. Audio Visual Room	6	-	-	-

	v. Music Room	1	-	-	-
	vi. TV/Video Viewing Area	1	1	1	Lampiran 1
	vii. Surau	1	2	2	-
	viii. Viewing Room	2	1	-	-
	ix. Computer Lab	2	1	-	-
	x. 24 Hour Room	1	1	-	-
	xi. Meeting Room	1	1	-	-
	xii Executive Room (Professor)	1	-	-	-
	xiii. Research Carrel	3	-	-	-
<b>No.</b>	<b>Item</b>	<b>Perpustakaan Sultanah</b>	<b>PSZ, UTMKL</b>	<b>IBD, JB</b>	<b>Perpustakaan Menara</b>
12.	ICT Facility				
	i. Applied System	SYMPHONY	SYMPHONY	SYMPHONY	SYMPHONY
	ii. Total of PC for Users	474	192	8	1
	iii. Total of Library Server	17	-	-	-
	iv. Total of Portal Users (2012)	1,049,711*	1,049,711*	1,049,711*	1,049,711*
	v. Total of CCTV	41	15	-	-
	vi. Radio Frequency Identification (RFID)	Yes	Yes	-	-
	vii. Security System	2	1	-	0
	viii. Wireless Network & Hotspot	20	2	-	1
	ix. Network Data Source (Nod)	491	200	8	5
	x. Printer	47	17	3	2
	xi. Scanner	8	2	3	-
	xii. "CD Writer" (not "Built-in") / Ext. DVD Writer	3 & 5	1	2	-
	xiii. Self Check Out Machine	3	2	-	-
	xv Self Check In Machine	1	-	-	-
	xvi. Info Kiosk/Digital Signage	2	-	-	-
	xvii. Electronic Bulletin	1	-	-	-
13.	Library Usage (2012)				
	i. No. of Visitor	959,885	446,983	6,037	1,343
	ii. No. of Borrowing	197,247	30,505	151	301
	iii. No. of Membership	42,534	42,534	-	-
14.	User Education (2012) - No. of Customer				
	i. Info. Skill Class (Advance + UQP Class)	1,196	315	-	40
	ii. Library Orientation (Basic Library Class)	2,356	325	-	-
	iii. Advisory Service & Reference (No. of Customer)	6,674	280	57	35
	iv. Promotion	i) Publication (Bulletin, Brochure) ii) Customer Day Participation iii) Class iv) UTM New Staff Orientation v) Library visit vi) K-Culture Programme	i) Publication (Bulletin, Brochure) ii) Customer Day Participation iii) Class iv) UTM New Staff Orientation v) Library visit vi) K-Culture Programme	i) Publication (Bulletin, Brochure) ii) Customer Day Participation iii) Class iv) UTM New Staff Orientation v) Library visit	i) Publication (Bulletin, Brochure) ii) Customer Day Participation iii) Class iv) UTM New Staff Orientation v) Library visit
	v. Virtual Reference (as of 31st Dec 2012)	2,024,977*	2,024,977*	2,024,977*	2,024,977*
15.	ISO Certification	Qualified on 1998	Qualified on 2002	-	-
16.	Collection Budget (2012)	Restricted	Restricted	Restricted	Restricted

\* Main PSZ joint usage