

2014 Basic Information Of The Library

No	Item	Main Branch	First Branch	Second Branch	Third Branch	Fourth Branch	Fifth Branch
1.	Name of Public Higher Institution	UNIVERSITI TEKNOLOGI MALAYSIA					
2.	Name of Library	Perp. Sultanah Zanariah	PSZ UTM KL	Perp. Raja Zarith Sofiah	IBD	Perpustakaan Menara Razak	Perpustakaan MJIT
3.	Location	Johor Bahru	Kuala Lumpur	Johor Bahru	Johor Bahru	Kuala Lumpur	Kuala Lumpur
4.	Year of Establishment	1996	1972	2014	2004	2012	2013
5.	Area						
	i. Square Metre	18,639.5m	8971.18m	8,250 m	202m	2002m	1359m
6.	Operational Hour	8.00-10.30 pm	8.00-10.30 pm	8.00-8.00 pm	8.00-5.00 pm	8.00-5.00 pm	8.00-5.00 pm
7.	Maximum Capacity at One Time	3,422	1,200	2,000	22	32	14
8.	No. of Staff (2014)	139	28	45	2	2	1
	a. Officer (by grades)						
	i. JUSA C	1	-	-	-	-	-
	ii. SS4	1	-	-	-	-	-
	iii. SS2	1	-	1	-	-	-
	iv. S48	4	1	2	-	-	-
	v. S44	7	-	1	-	-	-
	vi. S41	11	6	8	-	1	1
	vii. F48	-	-	-	-	-	-
	viii. F44	-	-	1	-	-	-
	ix. F41	-	-	-	-	-	-
	x. N48	-	-	-	-	-	-
	xi. N44	-	-	-	-	-	-
	xii. N41	1	-	-	-	-	-
	b. Support Staff						
	i. S Group	81	20	34	2	1	-
	ii. F Group	-	-	2	-	-	-
	iii. N Group	24	2	6	-	-	-
	iv. B Group	1	-	-	-	-	-
	v. J Group	3	-	-	-	-	-
	vi. R Group	0	-	-	-	-	-
9.	No. of Training/Course for Staff (2014)						
	i. Local (Outside UTM)	15	6	7	-	1	-
	ii. Oversea	3	-	-	-	-	-
10.	No. of Collection Title (2014 Cumulative)						
	a. Printed						
	i. Book	296,709	104,463	26,100	1,680	7,463	1,716
	ii. Journal/Serial	101,235	5,990	-	68	-	-
	iii. Gift Journal	8,491	-	-	100	-	-
	iv. Thesis	2,632	554	60,621	290	-	-
	v. Map	5,090	203	305	-	-	-
	vi. Measured Drawing	-	-	5,783	-	-	-
	vii. Research Report	567	-	1,940	-	-	-
	viii. Others	31,050	-	-	-	-	-
	b. Non printed						
	i. Electronic Book				87,737 *		
	ii. Electronic Thesis (licensed)				2,615,917 *		
	iii. Online Database (licensed)				87 *		
	iv. Full Text Electronic Journal (licensed)				711,015 *		
	v. CD-ROM Database	44	-	-	-	-	-
	vi. UTM Institutional Repository (IR)				38,982 *		
	vii. Document Management System (DMS)				73,068 *		
	ix. Audio Visual Material						
	- Compact Disc	37,372	2,834	4,923	30	-	152
	- Microfilm (rare material)	15,983	-	-	-	-	-
	- Video Cassette (rare material)	2,447	548	-	-	-	-
	- Audio Cassette (rare material)	2,529	-	-	-	-	-
	- Micro Material (Microfiche) (rare material)	18,170	-	-	-	-	-
	- Slide (rare material)	133,363	-	-	-	-	-
	- Learning Kit (rare material)	93	-	-	-	-	-
	- Diskette (rare material)	2,959	-	-	-	-	-
	- Radiography film (rare material)	1	-	-	-	-	-
	- Aperture card (rare material)	10	-	-	-	-	-
	- Overlay (rare material)	1,400	-	-	-	-	-
	- Gramophone record (rare material)	102	-	-	-	-	-
	- Slide (rare material)	133,363	-	-	-	-	-
	- Transparency (rare material)	2,658	-	-	-	-	-
	x. Others	16,115	-	-	-	-	-

11.	Facilities (Infrastructure)							
	i. Carrel Room	57	22	24	-	-	-	-
	ii. Discussion Room	11	13	2	-	-	-	-
	iii. Seminar Room	3	4	2	4	-	-	-
	iv. Carrel with Computer Facilities	-	-	-	-	-	-	-
	v. Multimedia Room	1	-	-	-	-	-	-
	vi. TV/Video Viewing Area	2	1	1	1	-	-	1
	vii. Sura	1	2	1	2	-	-	-
	viii. Viewing Room	1	1	1	-	-	-	-
	ix. Computer Lab	2	1	2	-	-	-	-
	x. 24 Hour Room	1	1	-	-	-	-	-
	xi. Meeting Room	2	1	2	2	-	-	-
	xii. Executive Room (Professor)	1	-	3	-	-	-	-
xiii. Research Carrel	3	10	-	-	-	-	-	
12.	ICT Facility							
	i. Integrated System	SYMPHONY						
	ii. Total of PC for Users	422	194	148	8	1	3	
	iii. Total of Library Server	17	-	-	-	-	-	
	iv. Total of CCTV	41	15	43	-	-	-	
	v. Radio Frequency Identification (RFID)	Yes	Yes	Yes	-	-	-	Yes
	vi. Security System	2	1	6	-	0	1	
	vii. Wireless Network & Hotspot	21	2	20	-	1	-	
	viii. Network Data Source (Nod)	770	200	568	8	5	3	
	ix. Printer	35	15	9	3	2	1	
	x. Scanner	4	3	8	3	-	-	
	xi. "CD Writer" (not "Built-in") / Ext. DVD Writer	3	1	-	2	-	-	
	xii. Self Check Out Machine	4	2	2	-	-	-	
	xiii. Self Check In Machine	1	-	-	-	-	-	
	xiv. Self Check In Machine (Auto sorter) -new	-	-	1	-	-	-	
	xv. Info Kiosk/Digital Signage	2	-	7	-	-	-	
	xvi. Electronic Bulletin	1	-	-	-	-	-	
13.	Library Usage (2014)							
	i. No. of Visitor	391,344	363,158	11,904	10,331	2,470	1,137	
	ii. No. of Borrowing	121,934	22,541	400	203	564	381	
	iii. No. of Membership	42,534 *						
14.	User Education (2014) - No. of Customer							
	i. Info. Skill Class (Advance + UQP Class)	849	57	-	-	-	-	
	ii. Library Orientation (Basic Library Class)	962	163	-	-	-	-	
	iii. Advisory Service & Reference (No. of Customer)	2,142	176	190	44	56	122	
	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 (Brochure)	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	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 vi) MJRT Japan Day vii) Email to staff
15.	Virtual user visits							
	i. Total of Portal Users	413,052 *						
	ii. No. of virtual database access	8,321,394 *						
	iii. No. of UTMIR access	4,097,977						
16.	ISO Certification	Qualified on 1998	Qualified on 2002	-	-	-	-	
17.	Collection Budget (2014)	Restricted						