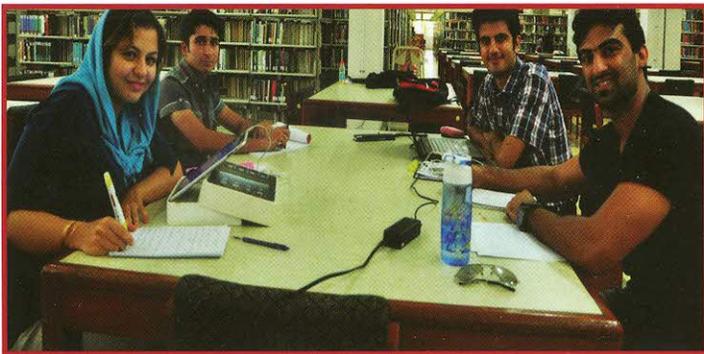




## Empowering Services in Conjunction with the UTM's New Students Admission



The September 2013 -January 2014 Academic Session is yet another cycle when UTM welcomes new students each year. Congratulations to those who have been chosen, and we hope they will excel in their studies, create history and be the pride of UTM one day. For the library, the arrival of the new students was celebrated with various activities to ensure that they were ready to pursue their dreams of success in the challenging world of academia.

As always the library plays its important role of organizing a number of programs and activities to ensure students are able to make the best use of the library and are library literate. We also try to instill the love for the library as the warehouse of an abundant source of knowledge. Among the activities organized were scheduled classes on a brief introduction to the library and library skills classes for students from every faculty. In addition, the library will continue to carry out activities such as information sharing sessions, book reviews, the reading month program as well as other scheduled programs.

UTM Ocean Thermal Energy Centre (UTM OTEC) is one of UTM's centres of excellence which was recently established in January 2013. The centre focuses on the research of renewable energy sources and offers multiple synergistic products, such as hydrogen production, cooling, fresh water, agriculture and aquaculture.

UTM OTEC has since been collaborating with UTM KL Library in researching for research materials. The UTM KL library has been assisting UTM OTEC researchers by extending its services to facilitate OTEC's researchers' needs for articles and journals.

The UTM KL Library has also established a dedicated section for UTM OTEC, which is located at Menara Razak Library. The section which is named OTEC Corner is to provide for easy access of OTEC materials, such as books, article journals, and also theses.



## UTM LIBRARIES WINS "WEBOMETRICS AWARD 2013"

### Congratulations

to all dedicated staff of UTM Libraries for their outstanding and excellent services to the University.

## UTM Ocean Thermal Energy Centre (OTEC) Collaboration with UTM KL Library



UTM OTEC Corner, Menara Razak Library

#### UTM OTEC Team

Prof Dr Md Nor Musa (Director of UTM OTEC); Pn. Kamariah Nor Mohd Desa (UTM Chief Librarian); Dato' Ir Prof Dr Abu Bakar Jaafar (Visiting Professor and Co -Chair, UTM OTEC Research Group); Salihin Radzi (UTM OTEC Researcher), Noor Ayesha Mohd Ezanee (Librarian), Nik Masriza Zakaria (Head of UTM KL Library), UTM OTEC Researchers.

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## From the Editor's Desk

Dear readers,

This Bulletin is focused on the new students of UTM who have just been admitted into the 2013/2014 session. To ensure that the services and the facilities in the library are at a satisfactory level, various activities and programs have been organized and implemented.

In this regard, representing the Editorial Council I would like to extend a warm welcome and best wishes to all the new students of UTM. I sincerely hope that you will excel in your studies and be rewarded with a bright future.

Thank You.

## Editorial

**Patron :** Kamariah Nor Mohd Desa

**Editor -In -Chief :** Noraziah Sharuddin

**Editor :** Salina Shamshuri

**Editorial Team :**

Nazrinda A.Samah, Noor Ayesha Mohd Ezanee, Nik Masrizah Zakaria, Sharifah Radhiah Syed Azman

Circulation: Kartini Ibrahim, Mohd. Firdaus Kusni

Photography : Wan Jamal Wan Hasan

This bulletin provides an overview of some of the ways the UTM Library can help you to achieve your teaching and research goals.

Copyright @ 2013



## Your Responsibilities Library Rules and Regulations

- Both Ordinary Members and External Members must show prominently on themselves their UTM identification card or library membership card upon entering the library.
- Membership cards are non -transferrable.
- Loss of UTM identification cards/membership cards should be reported to the library immediately. Failing to do so will lead to users being held responsible for loans made via the Self Check -Out System by others.
- All library materials to be taken out of the library must be properly charged out at the Circulation Counter or Self Check - Out System.
- Library staffs on duty have the right to check books, files, and other materials which are taken out of the library.
- Eating, drinking, (except for plain drinking water) and smoking are strictly prohibited in the library
- Helmets, umbrellas, rain coats, and packages are not allowed the library.
- Library users who photocopy materials are fully responsible for any action liable and contravening the **COPYRIGHT ACT**.
- All users are required to be properly attired as specified by the University. The library reserves the right to ask users who are not suitably dressed to leave.
- The library has the right to ask users whose behaviour may be deemed as disturbing the peace of the library to leave the building.



## Need Help in Your Information Gathering?

Please refer to our Research Support Consultant Desk to obtain assistance in research or any questions about the Library services and collections

Our Research Support Consultant staff are able to assist you with the following.

- Using the collections
- Electronic resources
- Locating items in the Library
- Getting the most out of the Library Catalogue
- Using reference materials
- Interlibrary loan applications
- Purchase request
- Customer feedback
- Accessing other libraries

Research Support  
Consultant  
**hours:**

Monday to Friday:  
8.00 am to 10.00 pm  
Saturday and Sunday:  
8.00 am – 5.00 pm

# Basics of Using the Library

## Library Opening Hours

### Perpustakaan Sultanah Zanariah UTM Johor Bahru

DAYS	DURING SEMESTER	2 WEEKS BEFORE AND DURING EXAMINATION	SEMESTER BREAK
Monday —Friday	8.00am - 10.30pm	8.00am - 10.30pm	8.00am - 10.30pm
Saturday — Sunday	8.00am - 5.00pm	8.00am - 10.00pm	8.00am - 5.00pm
Public Holiday	Closed	8.00am - 10.00pm	Closed

### Perpustakaan Sultanah Zanariah UTM Kuala Lumpur

DAYS	DURING SEMESTER	2 WEEKS BEFORE AND DURING EXAMINATION	SEMESTER BREAK
Monday —Friday	8.00am - 10.30pm	8.00am - 10.30pm	8.00am - 10.30pm
Saturday — Sunday	8.00am - 10.30pm	8.00am - 10.30pm	8.00am - 5.00pm
Public Holiday	Closed	8.00am - 10.30pm	Closed

## Locating Books on the Shelf in the Library

The Library of Congress Classification System is an alphanumeric system used to organize books by subject, author and title information. In short, the system allows information concerning related subjects to be organized together for easy reference.

### General Subject

E.g. TK = Engineering

### Specific Subject

E.g. TK454 = Engineering Circuit Analysis

This number is read as a whole number TK454

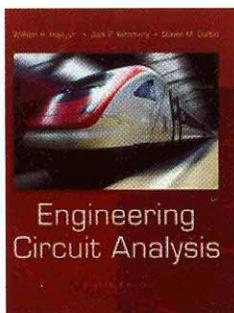
### Author/Title Information

The letter is typically the first letter of the author's last name, or the title, in the case of edited works. The number is read as H48

### Publication Date : 2012

UTM Libraries applies the Library of Congress Classification System for arranging call numbers. This system uses a combination of letters and numbers to arrange materials by subjects.

TK
454
H48
2012



## Subjects in the Library

### Library of Congress Classification System

B	- Religion and Philosophy
BP	- Islam
C - F	- History
G	- Geography, Anthropology, Recreation
H	- Social Sciences
HA	- Statistics
HB	- Economy
HD	- Management
HE	- Transportation and Communication
HF	- Commerce
HG	- Finance
HM - HX	- Sociology
K	- Law
L	- Education
M	- Music
N	- Fine Arts
NA	- Architecture
NB	- Sculpture
NC	- Graphic Arts
ND	- Painting
NE	- Printmaking and Engraving
NK	- Fine Arts (General)
NX	- Decorative Arts
P - PZ	- Languages and Literatures
Q	- Science
QA	- Mathematics
QB	- Astronomy
QC	- Physics
QD	- Chemistry
QE	- Astronomy
QH - QR	- Biology
R	- Medicine
S	- Agriculture
T	- Technology
TA	- Civil Engineering, Surveying
TC	- Hydraulic Engineering
TD	- Environmental Technology, Sanitary Engineering
TE	- Highway Engineering
TF	- Railroad Engineering
TG	- Bridge Engineering
TH	- Building Construction
TJ	- Mechanical Engineering
TK	- Electrical Engineering, Electronics and Nuclear Engineering
TL	- Motor Vehicles, Aeronautics
TN	- Mining Engineering and Metallurgy
TP	- Chemical Engineering
TR	- Photography
TS	- Manufacturing
TT	- Handicraft
U	- Military Science
V	- Naval Sciences
Z	- Bibliography and Library Science

*Education is the most powerful weapon which you can use to change the world.*

-- Nelson Mandela

# Basics of Using the Library

## How to Use the Library Catalogue



To find out what items the Library has, and where to find them, you need to use the library catalogue. LESTARI will provide the following information:

- show you the shelf location of the item you are looking for (the Call Number)
- show you if it is available for loan, or
- give you a link to an electronic resource

Search LESTARI on the web at [ent.library.utm.my](http://ent.library.utm.my)



Just **type in one or two words** that describe your topic. Do not type in your essay title - just pick out the important words and use those

- I need to find books on the "clinical engineering"
- Type in the search box: clinical engineering
- Click on Search
- Library materials on the subject will be displayed on the screen.

## Copyright & Photocopying

Library users who photocopy materials are fully responsible for any action liable and contravening the copyright.



What is copyright?

Copyright protects the creators of virtually every kind of work (written, printed, electronic) from having their creations exploited by others.

For more information on copyright see: [ent.library.utm.my](http://ent.library.utm.my) or

LAWS OF MALAYSIA, Act 332, COPYRIGHT ACT 1987

## How to Borrow Books

You have found the book that you want from the shelves, how do you take it out of the Library? Borrowing of books from the UTM Library can be made at the Self - Checkout Machines. For borrowing purposes, users must produce their UTM ID cards or library membership card which is affixed with a barcode on the reverse side.



Books cannot be checked-out if you do not have your card, or if you have a 'block' on your Library record. You are blocked from borrowing books from the library if you have an overdue recalled book or have not paid an outstanding fine.

## How many items can I borrow?

Collection Category		Diploma/Degree/ Certificate Program Students	Master & PhD Students
Open Access	Max. number	10	20
	Loan period	2 weeks	1 month
Closed Access	Max. number	1	1
	Loan period	2 hours	4 hours
Bound Journals	Max. number	1	2
	Loan period	3 days	3 days
Current Journals	Max. number	1	1
	Loan period	Overnight	Overnight
Reference Books	Max. number	1	1
	Loan period	Overnight	Overnight
Audio-Visual Materials	Max. number	1	1
	Loan period	2 hours / Overnight	2 hours / Overnight
Serial Maps	Max. number	-	-
	Loan period	-	-

## Quote's of the Day

*"Reading is to the mind what exercise is to the body." -- Joseph Addison*



# Information for Library Users

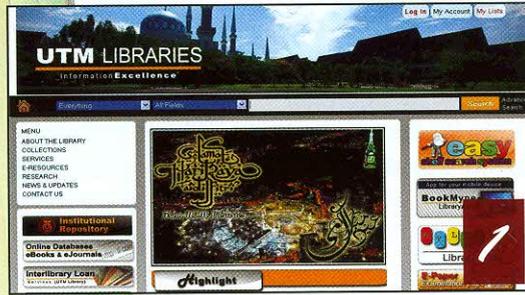
## UTM Libraries Subscribed Online Databases

There are many online databases available to help with your research. Using the online databases subscribed by the Library will help you find reliable information from trusted sources. The content and publications are vetted by editors, scholars or other professionals, while the bibliographic information (abstract, citations, subject terms, etc.) are developed and maintained by experts.

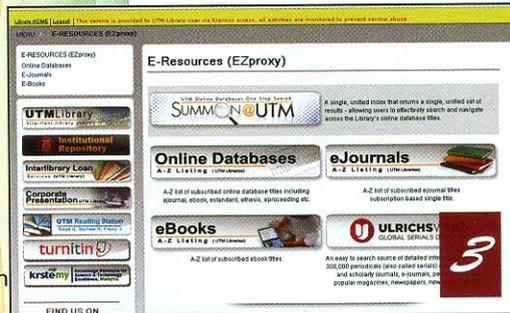
Databases can be interdisciplinary (spanning several disciplines) or subject-specific (focusing on a particular discipline, such as history, literature, or chemistry). The disciplines are clearly defined in each database, so you know what sources are indexed and searched and from when (dates included).

You can find a variety of information through databases such as:

- e-journal and magazine articles
- Abstracts
- Citation and high impact factor information
- Newspaper articles
- e-books
- Images
- Standards
- Theses and dissertations
- Technical papers
- Conference papers
- Financial information
- Statistics/data
- Streaming video
- Law reports

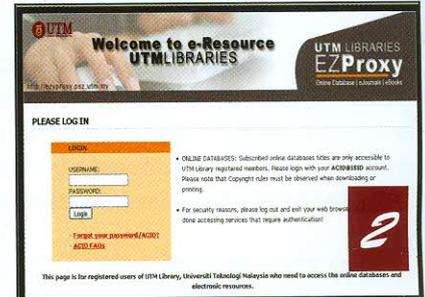


Log on to UTM Libraries portal and click on the Online Databases, eBooks & eJournals icon.



Click on the Online Databases A - Z Listing icon.

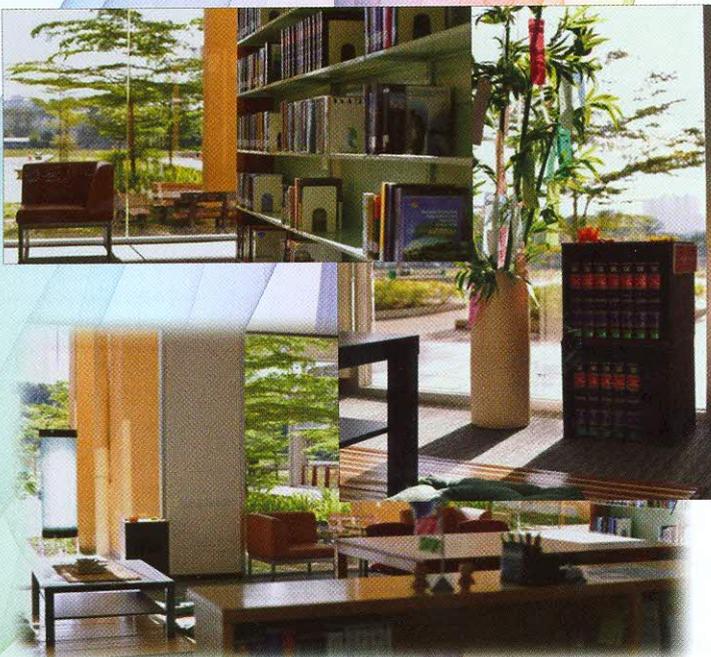
In general, the expert organisation and content of library databases will save you time and yield you the most relevant, appropriate, and authoritative results. Here's a step-by-step guide on how to access to UTM subscribed online databases.



Log in via your ACID credential.



Click on any related titles.



## MJIT Library

The Malaysian Japan International Institute of Technology (MJIT) Library was officially opened to the public on 10th June 2013. It has a collection of 300 volumes of books and audio visual materials. The majority of the reference materials were donated by the Japanese Chamber of Trade & Industry, Malaysia (JACTIM). Apart from that, the staff of MJIT have also contributed relevant materials for the development of the collections, and the number of collections is gradually growing.

The MJIT Library is considered unique compared to other libraries because most of its materials are related to Japanese technology, management and culture. Users will be able to find many collections of materials in the Japanese language as

students of MJIT are obligated to learn the Japanese language to prepare them prior to their studies in Japan.

In order to create a Japanese atmosphere in the library, a Japanese Language Corner has been set up to attract more users. The idea of the corner was initiated by the MJIT Deputy Dean of Academics, Assoc. Prof. Dr. Sabariah binti Baharun. The corner is to provide a cosy atmosphere where students and lecturers can learn and read Japanese books. The concept of the corner is to adopt the common Japanese living room, with Japanese tables, bamboo mats and cushions for seating. Other Japanese items are also used for decoration including Japanese paper art Origami, bamboo plants and lanterns.

# Library Skills Classes at the UTM Library

All students are encouraged to enroll and attend the library skills classes which are offered at certain periods of each academic session. The skills classes conducted as follows:

For Undergraduates

- Basic Library Skills Class
- Advanced Library Skills Class (for final year undergraduates)
- Information Searching Skills (as a Co -Curriculum subject, UQKD1211)

For Postgraduates, various programs in the form of group training, workshops and briefings are periodically scheduled for the purpose of providing library and electronic research skills. The following are the workshops and classes conducted:

- Research Methodology Workshop (ULP101)
- Skim Latihan Akademik Bumiputera (SLAB)
- Workshops on Endnote
- Demonstrations on selected databases



## Seminar Kebangsaan Pustakawan Malaysia 2013

### Ketua Pustakawan Bentang Kertas Kerja UTM *Reading Stations: Tanggungjawab Khidmat Sosial*

Perpustakaan UTM telah mengambil bahagian dalam Seminar Kebangsaan Pustakawan Malaysia 2013 pada 25 hingga 27 Ogos 2013 yang lalu bertempat di Hotel Mahkota Melaka. Seminar ini telah dianjurkan oleh Jawatankuasa Tetap Perpustakaan Akademik 2012/2014 dengan kerjasama Persatuan Pustakawan Malaysia (PPM).

Puan Kamariah Nor Mohd Desa, Ketua Pustakawan UTM telah membentangkan kertas kerja bertajuk "UTM *Reading Stations: tanggungjawab khidmat sosial*" dalam seminar ini.

Kertas tersebut membincangkan mengenai inisiatif membina budaya ilmu dan memupuk budaya membaca dalam kalangan warga kampus dalam sesebuah universiti yang akan menahirkan ekosistem intelektual. UTM melalui Perpustakaan sebagai teraju telah memulakan inovasi baru ini dengan memperkenalkan perkhidmatan Reading Stations (RS) di dalam dan luar kampus yang telah dijenamakan sebagai UTMRS. Pembangunan UTMRS ini telah secara langsung memberi impak yang besar dalam aspek pengajaran dan pembelajaran, penyelidikan, penulisan dan perundingan serta khidmat masyarakat kepada warga kampus dan masyarakat sekitar.

Pembentangan kertas kerja daripada UTM ini telah mendapat sambutan yang menggalakkan dari kalangan peserta. Usaha UTM ini haruslah dipuji memandangkan UTMRS juga menahirkan ekosistem intelektual dengan meningkatkan penyuburan budaya ilmu dan budaya membaca dalam kalangan masyarakat secara menyeluruh yang boleh dicontohi oleh banyak pihak khususnya di kalangan universiti yang lain.

Kertas kerja ini adalah usaha bersama Puan Junaidah Isnain selaku ahli Kumpulan Fokus UTMRS dan Encik Muhammad Daud, pnsyarah kanan di Fakulti Pengurusan dan Pembangunan Sumber Manusia UTM Johor Bahru.



### More at the Library

With a conducive environment for study and research, plus ready access to information resources, UTM Library is the place to be when it comes to satisfying your needs for academia. Come! Discover your one stop station for knowledge and inspiration. We look forward to serving you in any way we can.

# Aktiviti Sepanjang Julai-September 2013



1



2



3



4



5



6



6



6

## Anugerah Perkhidmatan Cemerlang Perpustakaan Sultanah Zanariah



Abas bin Rahmat  
Penolong Pegawai  
Perpustakaan  
SA27



Abdul Aziz bin Kamal  
Pembantu Perpustakaan Kanan  
SA22



Haslina binti Hussin  
Pustakawan Kanan  
SA44



Junainah binti Jukee  
Pembantu Setiausaha Pejabat  
Kanan KUP  
NA22



Kamaruzaman bin Nik  
Pembantu  
Perpustakaan Kanan KUP  
SA22



Mohd Amir bin Abu  
Pembantu Perpustakaan  
Kanan KUP  
SA22



Mohd Azmi bin Hj Jufri  
Pembantu Perpustakaan  
SA17



Mohd Kamil bin Abdullah  
Pembantu Perpustakaan Kanan  
SA22



Nor iman bin Ibrahim  
Pembantu Perpustakaan  
SA17



Nor Shaliza binti Mohd Basarudin  
Pembantu Perpustakaan  
SA17



Norazila binti Safri  
Penolong Pustakawan  
SA41



Rohana binti Abd Rahim  
Pembantu Perpustakaan  
Kanan KUP  
SA22



Sulieh binti Sahlan  
Pembantu Pemuliharaan  
SA17



Syahrana binti Ahmad  
Rajid  
Penolong Pustakawan  
SA41



Zubaidah binti Mohamed  
Pembantu Taibir  
(Perkeranian/Operasi) Opsyen  
NA17

*Tahniah*

7

- 1 Lawatan Pemeriksa Luar FKM pada 10 Jun 2013
- 2 Program K-Sharing-Fraud in Organisation pada 5 Jun 2013 oleh Dato' Akhbar Satar, Pengerusi The Association of Certified Fraud Examiners (ACFE) - Malaysia Chapter
- 3 Lawatan dari UNIMAP pada 4 Julai 2013
- 4 Lawatan Pemeriksa Luar Akreditasi FKM pada 2 Julai 2013
- 5 Program Bicara Karya - Happiness: Part of UTM DNA pada 1 Ogos 2013 oleh Prof. Ir. Dr. Mohd Azraai Kassim
- 6 Lawatan seramai 200 orang delegasi Persidangan International Federation of Library Association (IFLA) pada 23 Ogos 2013
- 7 Penerima Anugerah Perkhidmatan Cemerlang sempena Majlis Citra Karisma pada 4 Julai 2013