

2011 Basic Information Of The Library

No.	Item	Main Branch	First Branch	Second Branch	Third Branch
1.	Name of Public Higher Institution	UNIVERSITI TEKNOLOGI MALAYSIA			
2.	Name of Library	Perp. Sultanah Zanariah	PSZKL	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 (2011)	170	24	2	2
	a. Officer (by grades)				
	i. JUSA C	1	-	-	-
	ii. S54	-	-	-	-
	iii. S52	2	-	-	-
	iv. S48	4	1	-	-
	v. S44	8	1	-	-
	vi. S41	23	2	-	1
	vii. F48	-	-	-	-
	viii. F44	-	-	-	-
	ix. F41	1	-	-	-
	x. N48	-	-	-	-
	xi. N44	-	-	-	-
	xii. N41	1	-	-	-
	b. Support Staff				
	i. S Group	88	17	2	0
	ii. F Group	2	-	-	-
	iii. N Group	29	1	-	-
	iv. B Group	-	-	-	-
	v. J Group	3	-	-	-
	vi. R Group	1	-	-	-
9.	No. of Training/Course for Staff (2011)				
	i. Local (Outside UTM)	17	1	-	-
	ii. Oversea	1	-	-	-
10.	No. of Collection Title (Cumulative)				
	a. Printed				
	i. Book	420,486	74428	1,590	8,000

No.	Item	Perpustakaan Sultanah Zanariah	PSZ Kuala Lumpur	IBD	Razak School
	ii. Journal/Serial	100,090	6097	-	1
	iii. Gift Journal	6,276	-	12	-
	iv. Thesis	58,479	-	217	-
	v. Map	4,769	113	-	-
	vi. Measured Drawing	3,410	-	-	-
	vii. Research Report	101	-	-	-
	viii. Others	79,614	-	-	-
	b. Electronic				
	i. Electronic Book	59,094*	59,094*	59,094*	59,094*
	ii. Electronic Thesis	1,982,941*	1,982,941*	1,982,941*	1,982,941*
	iii. Subscribed Online Database	79*	79*	79*	79*
	iv. Full Text Electronic Journal	333,176*	333,176*	333,176*	333,176*
	v. CD-ROM Database	44	-	-	-
	vi. Internal Database (Digitization)	78,930*	78,930*	78,930*	78,930*
	vii. UTM Institutional Repository (IR)	18,242*	18,242*	18,242*	18,242*
	viii. Audio Visual Material				
	- Microfilm	15,516	-	-	-
	- Video Cassette	2,446	548	-	-
	- Audio Cassette	2,529	-	-	-
	- Compact Disc	26,861	3380	35	-
	- Micro Material	-	-	-	-
	- Slide	133,363	-	-	-
	- Learning Kit	93	-	-	-
	viii. Others	216,751	-	-	-
11.	Facilities (Infrastructure)				
	i. Carrel Room	58	31	-	-
	ii. Discussion Room	11	12	-	-
	iii. Seminar Room	3	4	4	-
	iv. Carrel with Computer Facilities	6	-	-	-
	v. Multimedia Room	1	-	-	-
	vi. TV/Video Viewing Area	2	1	1	-
	vii. Surau	1	2	2	-
	viii. Viewing Room	2	-	-	-
	ix. Computer Lab	2	1	-	-
	x. 24 Hour Room	1	1	-	-
	xi. Meeting Room	1	1	2	-
	xii. Executive Room (Professor)	1	-	-	-
	xiii. Research Carrel	3			

No.	Item	Perpustakaan Sultanah Zanariah	PSZ Kuala Lumpur	IBD	RAZAK SCHOOL
12.	ICT Facility				
	i. Applied System	SYMPHONY	SYMPHONY	SYMPHONY	SYMPHONY
	ii. Total of PC for Users	467	156	6	1
	iii. Total of Library Server	15	-	-	-
	iv. Total of Portal Users (2011)	941,749*	941,749*	941,749*	941,749*
	v. Total of CCTV	16	16	-	-
	vi. Radio Frequency Identification (RFID)	Yes	Yes	-	Yes
	vii. Security System	2	1	-	-
	viii. Wireless Network & Hotspot	20	2	-	-
	ix. Network Data Source (Nod)	491	200	8	-
	x. Printer	51	17	2	2
	xi. Scanner	18	3	2	-
	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 (2011)				
	i. No. of Visitor	905,230	437,630	2603	336
	ii. No. of Borrowing	222,063	29,439	97	240
	iii. No. of Membership	42,534	42,534	-	-
14.	User Education (2011) - No. of Customer				
	i. Info. Skill Class (Advance + UQP Class)	1,922	253	-	-
	ii. Library Orientation (Basic Library Class)	2,644	1,655	-	-
	iii. Advisory Service & Reference (No. of Customer)	10,800	203	75	-
	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 2011)	941,749*	941,749*	941,749*	941,749*
15.	ISO Certification	Qualified on 1998	Qualified on 2002	-	-
16.	Collection Budget (2011)	Restricted	Restricted	Restricted	Restricted

* Main PSZ joint usage