

Library Fieldwork

IML290

Industrial Training

- 6 weeks training at any type of library
 - Practical
 - Supervised by the industry
 - Complete the practical logbook
 - During semester break
- Next semester, register for IML290
 - Prepare practical report & presentation

When?

During semester break after the final test/exams

Kedah, Kelantan, Terengganu & Johor:
12/2/2023 – 23/3/2023

Others:
13/2/2023 – 24/3/20223

Note: The dates are subject to change

What to do now?

- Prepare a resume
- Find 2 potential libraries for practical – preferably libraries nearby your house
- Contact the library and ask if there are vacancy for industrial training for diploma students (6 weeks only)
- Tell them the date for the practical
- If they accept, tell them an official application will be made by the faculty
- Ask them
 - the details of the person in charge (PIC)
 - the name of the recipients of application letter
 - the full address of the recipients (office)
 - E-mail address - to send the application letter

What to do now?

Example of information needed:

Organization	:	Perbadanan Perpustakaan Awam Kedah
Application to	:	Encik Shahizan Affandi bin Zakaria Pengarah Perpustakaan Awam Kedah Jalan Kolam Air 05100 Alor Setar Kedah Darul Aman
E-mail to send the application letter	:	perancangan@kedahlib.gov.my
Tel no. (PIC)	:	04-7333592/ 7314695 (Puan Zamzamiyah)

What to do now?

Example of information needed:

Organization	:	Perpustakaan Tun Abdul Razak, UiTM Cawangan Perak, Kampus Seri Iskandar
Application to	:	Puan Jona Hidayati Kamarulzaman Timbalan Pendaftar Kanan Universiti Teknologi MARA Cawangan Perak Kampus Seri Iskandar 32610 Seri Iskandar Perak Darul Ridzuan
E-mail to send the application letter	:	jona.queman@uitm.edu.my
Tel no. (PIC)	:	05- 374 2024 (Puan Basyirah, Ketua Perpustakaan)

What to do now?

Example of information needed:

Organization	:	Perpustakaan Tun Abdul Razak, UiTM Puncak Alam
Application to	:	Ts. Mohammad Hamidi Mohd Jais Ketua Perpustakaan Perpustakaan Tun Abdul Razak Universiti Teknologi MARA Cawangan Selangor Kampus Puncak Alam 42300 Bandar Puncak Alam Selangor Darul Ehsan
E-mail to send the application letter	:	mhamidi102@uitm.edu.my CC: fazlina8089@uitm.edu.my
Tel no. (PIC)	:	03-32584240 (Siti Fazlina Binti Mohamed Raffi)

What to do now?

Example of information needed:

Organization	:	Perpustakaan Sultan Abdul Samad, UPM
Application to	:	Encik Muzaffar Shah Kassim Ketua Pustakawan Perpustakaan Sultan Abdul Samad Universiti Putra Malaysia 43400 UPM Serdang Selangor Darul Ehsan
E-mail to send the application letter	:	mask@upm.edu.my CC: kartini_adam@upm.edu.my, dasuki@upm.ed
Tel no. (PIC)	:	03 9769 8642 (Encik Mohd Dasuki Sahak)

How to submit LI info?

**Submit all the information in
Google form**

<https://forms.gle/LoKZZe1ikijciJtEA>

When to submit?

Last day of submission:

28 October 2022

Inquiry

Ask me in telegram
group or pm