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**Universiti
Putra
Malaysia**

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**BRIEFING FOR
NEW POSTGRADUATE
STUDENTS
FIRST SEMESTER 2023/2024**

Presented by:
**Mdm Norazira Mohamed
Senior Librarian
Sultan Abdul Samad Library
Universiti Putra Malaysia**



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INTRODUCTION

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The main library, Perpustakaan Sultan Abdul Samad (PSAS) comprises of two blocks with a total floor area of approximately 19,007 square meters and it can accommodate about 2,000 users at one time.



BRANCH LIBRARIES



**Medicine and
Health Sciences
Library**
Tel : 03-9769 2312



**Engineering and
Architecture
Library**
Tel : 03-9769 2305



**Veterinary
Medicine
Library**
Tel : 03-9769 3867



**Bintulu Sarawak
Campus
Library**
Tel : (6086)-855294



SERVICE HOURS

DAY	SEMESTER	SEMESTER BREAK
Monday - Friday	8.30 am – 10.45 pm	8.30 am – 6.45 pm
Saturday & Sunday	9.30 am – 4.45 pm	9.30 am – 4.45 pm
Public Holiday	CLOSED	CLOSED



The background features a large, solid blue circle on the left side. The right side is decorated with a cluster of colorful watercolor splatters in shades of blue, green, purple, red, and yellow. At the bottom, there are several smaller blue circles of varying sizes.

LIBRARY FACILITIES

LIBRARY FACILITIES

- Graduate Wing
- Self-Check Machine
- Book Drop
- WiFi
- Computer Lab
- Lockers
- Anjung Ilmu



LIBRARY FACILITIES

- Discussion Room
- Carrel Room
- JomPrint@Lib
- Prayer Room (Muslim)
- Digital Reading Area
- Facilities for Persons with Disabilities

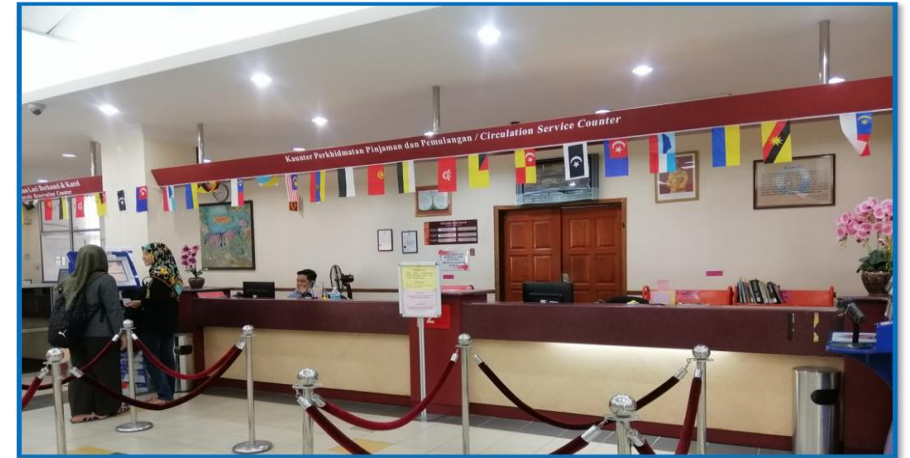




LIBRARY SERVICES

LIBRARY SERVICES

- **Circulation Services**
 - 20 copies within 30 days
 - Late returning: RM0.20 per day
- **Document Delivery Services**
- **Drive-Thru Services**
- **Book Delivery Services**
- **Literature Search Services**
- **UPM Data Bank**



LIBRARY SERVICES

- **Journal Status Verification Services**
- **PSAS e-Learning Portal**
- **Reader's Advisory Desk**
- **Consultation Services**
 - Research Librarians
 - Liaison Librarians



MOOC
Massive Open Online Course



Meet our Liaison Librarians (Main Library)



Norazira Mohamed

Tel: 03-9769 1577

norazira@upm.edu.my

- Faculty of Science (FS)
- Faculty of Biotechnology and Biomolecular Sciences (FBSB)
- Institute of Bioscience (IBS)
- Institute for Mathematical Research (INSPEM)



Liza Ab Llah

Tel: 03-9769 8625

ab_liza@upm.edu.my

- Faculty of Food Science and Technology (FSTM)
- Faculty of Computer Science and Information Technology (FSKTM)
- Halal Product Research Institute (IPPH)
- School of Graduate Studies (SGS)



Najah Mohd Ali

Tel: 03-9769 7945

najah@upm.edu.my

- Faculty of Human Ecology (FEM)
- School of Business and Economics (SPE)
- Institute of Tropical Agriculture and Food Security (ITAFoS)
- Putra Business School (PBS)



Fazlin Shamsudin

Tel: 03-9769 7947

s_fazlin@upm.edu.my

- Faculty of Modern Languages and Communication (FBMK)
- Faculty of Educational Studies (FPP)
- Institute of Social Science Studies (IPSAS)
- Centre for the Advancement of Language Competence (CALC)
- Centre for Foundation Studies in Sciences of Universiti Putra Malaysia (ASPutra)



Nabilah Mustapa

Tel: 03-9769 7586

nabilahmustapa@upm.edu.my

- Faculty of Agriculture (FP)
- Faculty of Forestry and Environment (FHAS)
- Institute of Tropical Forestry and Forest Products (INTROP)
- Institute Plantation Studies (IKP)
- International Institute of Aquaculture and Aquatic Sciences (I-AQUAS)



Meet our Liaison Librarians (Branch Libraries)



Akiza Roswati Abdullah

Tel : 03-9769 2361

akiza@upm.edu.my

- Faculty of Medicine and Health Sciences (FPSK)
- Malaysian Research Institute on Ageing (MyAgeing™)



Siti Khairiah Yusof

Tel : 03-9769 8891

sitikhairiah@upm.edu.my

- Faculty of Design and Architecture (FRSB)
- Faculty of Engineering (FK)
- Institute of Nanoscience and Nanotechnology (ION2)



Khairil Ridzuan Khahirullah

Tel : 03-9769 8604

khai_ridzuan@upm.edu.my

- Faculty of Veterinary Medicine (FPV)



Daisy Pawie

Tel : (6086)-855 296

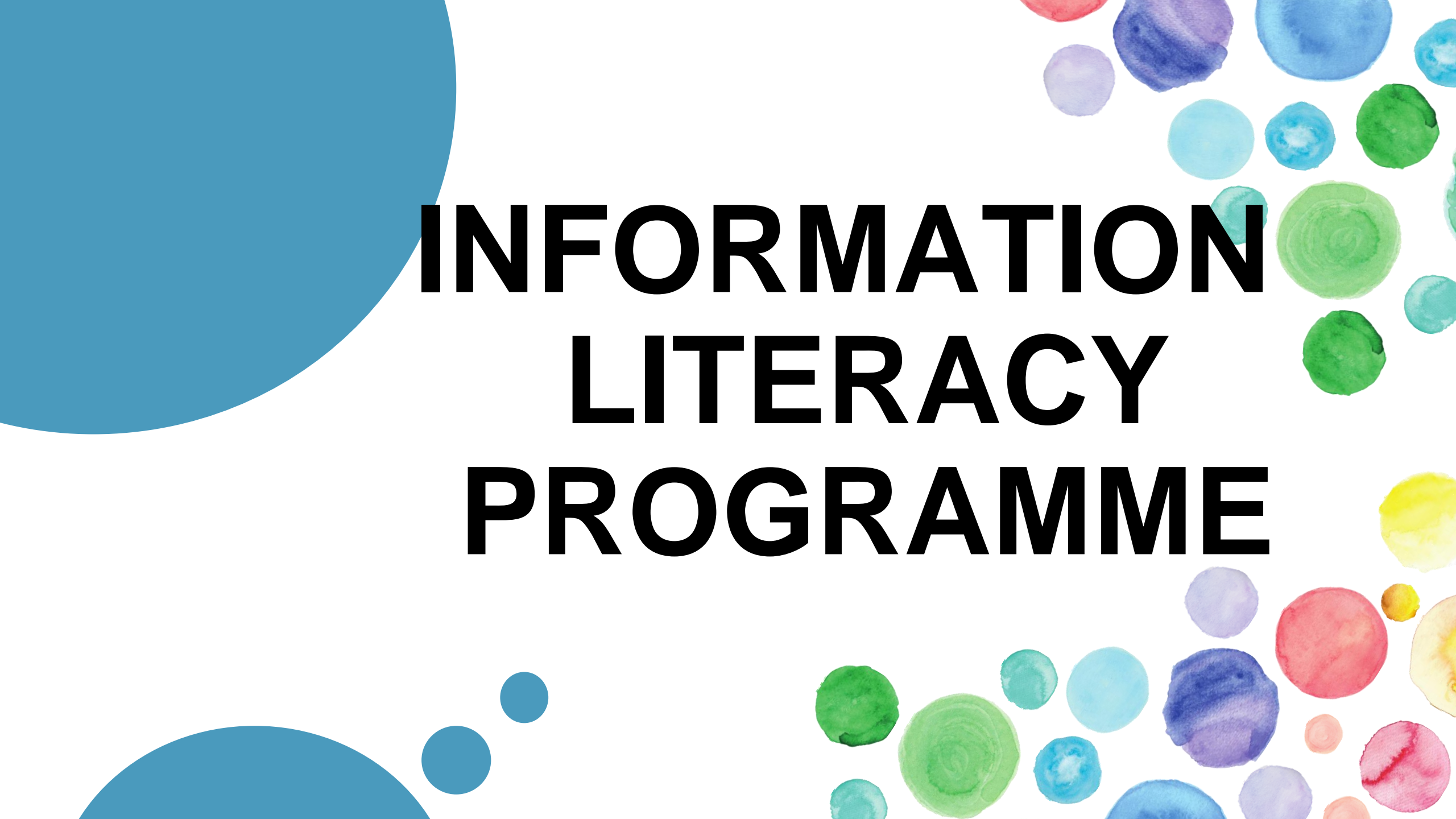
daisy@upm.edu.my

- Faculty of Humanities, Management and Science (FKPS)
- Faculty of Agricultural and Forestry Sciences (FSPH)
- Institute of Ecosystem Science Borneo (IESB)



WE ARE YOUR LIAISON LIBRARIANS



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INFORMATION LITERACY PROGRAMME

INFORMATION LITERACY PROGRAMME

The Information Literacy Programme aims to teach and assist users to effectively utilize all information sources, services and facilities offered by the library. This programme is divided into three categories:

1. Library Orientation Sessions

- New students

2. Scheduled Classes

- Tuesday Classes
- Online Databases Training by Publisher

3. Classes on Request

- Min 5/group – physical class
- Min 3/group – online class

MODULE

Introduction to the Library

Information Search Strategy

Library Catalogue

Online Databases

Mendeley: Basic

Turnitin

Citation Indexed Journal

Word Formatting (undergraduate)



LIBRARY INFORMATION LITERACY PROGRAMME

FOR NEW POSTGRADUATE STUDENTS
SEMESTER 2023/2024



30th OCTOBER - 10th NOVEMBER 2023

10.00 - 11.30 AM | 2.30 - 4.00 PM



MODULE

- 1 Introduction to the Library
- 2 Information Search Strategy
- 3 Mendeley : Basic
- 4 Turnitin
- 5 Citation Indexed Journal

[Register Here](#)

Any enquiries, please contact us: ☎ 03 97691577 | 📧 norazira@upm.edu.my | s_radziah@upm.edu.my

LIBRARY CLASS

- ❑ Class starting from **30th Oct - 10th Nov 2023**
- ❑ Class is conducted via online and physical
- ❑ 2 session per day:
 - 1 session in the morning (Malawati Room, Main Library)
 - 1 session in the afternoon (Google Meet)
- ❑ For physical class, student can walk-in to the library
- ❑ For online class, student need to register in order to get the class link



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LIBRARY INFORMATION LITERACY PROGRAMME FOR NEW POSTGRADUATE STUDENTS SEMESTER 2023/2024

TIME	30/10/2023 (Monday)	31/10/2023 (Tuesday)	1/11/2023 (Wednesday)	2/11/2023 (Thursday)	3/11/2023 (Friday)
10.00 am to 11.00 pm Malawati Room, PSAS	Introduction to the Library <ul style="list-style-type: none"> Library Services Library Facilities 	10.00-11.30 am Mendeley : Basic <ul style="list-style-type: none"> Introduction to Mendeley Add and manage references in Mendeley Cite and Insert Bibliography 	10.00-11.30 am Information Search Strategy <ul style="list-style-type: none"> Strategic Searching Techniques Information Resources 	Turnitin <ul style="list-style-type: none"> Enroll in Turnitin Class Submit Paper to Turnitin View the Report 	Citation Indexed Journal <ul style="list-style-type: none"> Scopus Incites JC ERA
2.30 pm to 3.30 pm Google Meet	2.30-4.00 pm Information Search Strategy <ul style="list-style-type: none"> Strategic Searching Techniques Information Resources 	Citation Indexed Journal <ul style="list-style-type: none"> Scopus Incites JC ERA 	Introduction to the Library <ul style="list-style-type: none"> Library Services Library Facilities 	2.30-4.00 pm Mendeley : Basic <ul style="list-style-type: none"> Introduction to Mendeley Add and manage references in Mendeley Cite and Insert Bibliography 	3.00-4.30 pm Information Search Strategy <ul style="list-style-type: none"> Strategic Searching Techniques Information Resources
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HOW TO ACCESS & REGISTER CLASS SCHEDULE

lib.upm.edu.my/?L=en

lib.upm.edu.my

HOME

DIRECTORY

LOCATION

VIRTUAL TOUR

SITE MAP

FAQ

FEEDBACK

DISCOVERY@LIB

EZACCESS



Search...



SULTAN ABDUL SAMAD LIBRARY

ABOUT SERVICES & FACILITIES E-RESOURCES PSAS PUBLICATION USER EDUCATION
DISCOVERY@LIB EXHIBITION GUIDE ASK A LIBRARIAN 18TH AUNILO MEETING

Book
Delivery
SERVICE



ailing

1

Browse and place request for the book

2

Users will be notified via email for

Book d
through

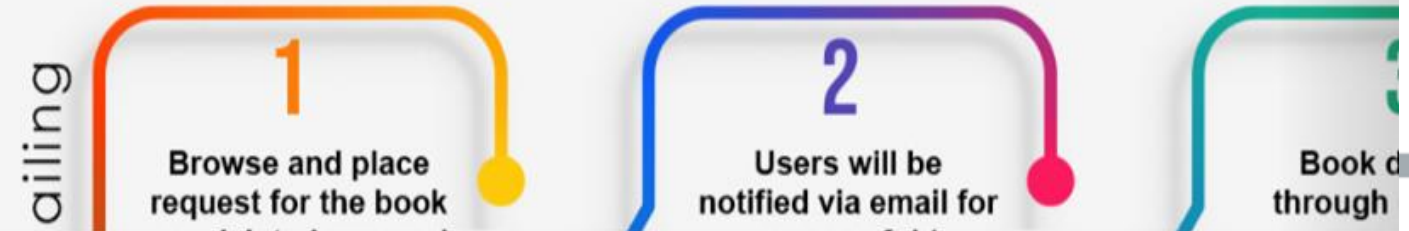
HOW TO ACCESS CLASS SCHEDULE



SULTAN ABDUL SAMAD LIBRARY

USER EDUCATION

Book Delivery SERVICE



HOW TO ACCESS CLASS SCHEDULE

USER EDUCATION

SCHEDULE

INFORMATION LITERACY PROGRAMME

- Programme Information
- Library Information Literacy Programme For New Postgraduate Students (Second Semester 2022/2023)
- Virtual Exhibition

MODULE

- KOHA WebOPAC
- LIBRARY INTRODUCTION FOR NEW POSTGRADUATE STUDENTS
- TURNITIN (LECTURER)
- TURNITIN (STUDENT)
- ONLINE DATABASES

FORM

- Information Literacy Programme Attendance List
- Information Literacy Programme Evaluation Form
- Information Literacy Programme Request Form

SCHEDULE

- Tuesday Class (SEPTEMBER) 2023
- Class for New Students (Bachelor / Degree)



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HOW TO ACCESS CLASS SCHEDULE

SCHEDULE

- Class for New Students (Master/ PhD)
- Class for New Students (Bachelor / Degree)
- Information Literacy Programme
Special Online Training Session by Vendor



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PLEASE KEEP IN **TOUCH!**

For Enquiries - Please use the following methods of communication



+6013 385 5880



@upmlib



@upmlibrary

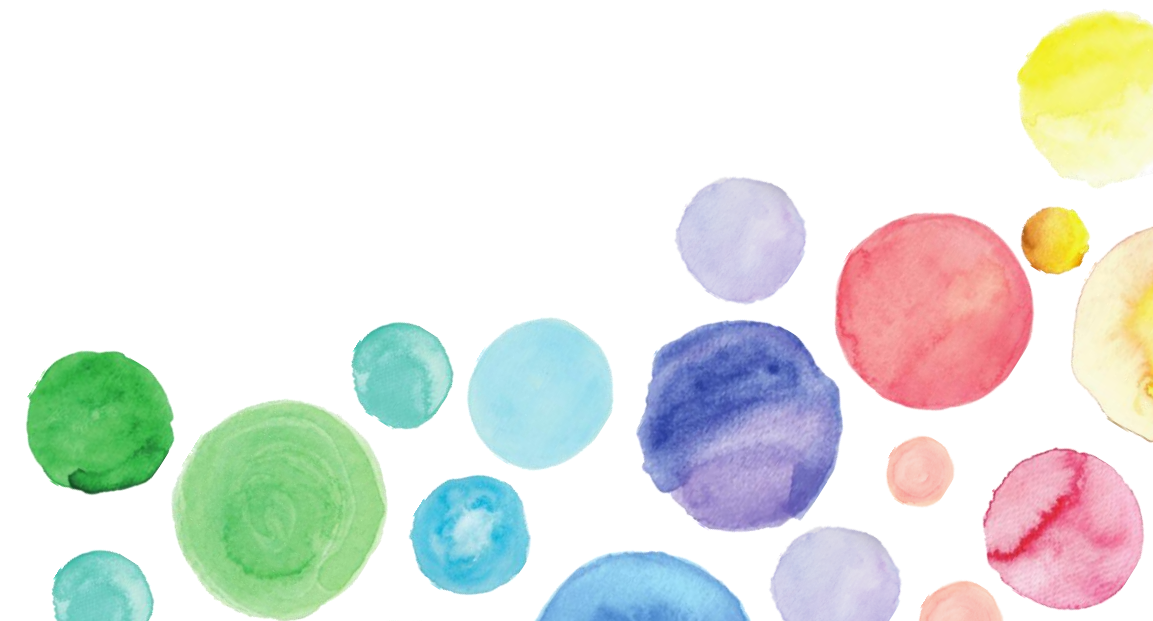
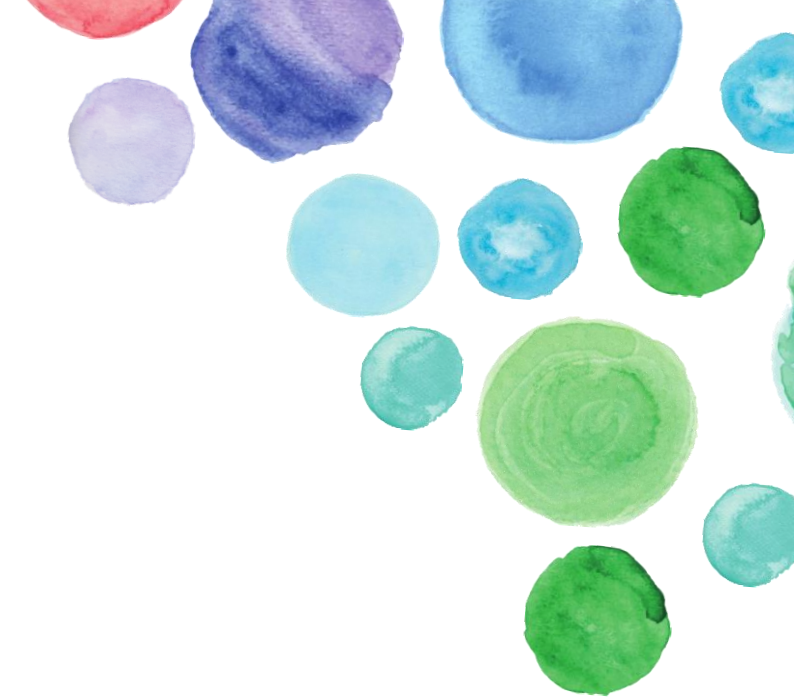


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Q n A





Thank You