



**UNIVERSITI TEKNOLOGI MARA
FACULTY OF INFORMATION MANAGEMENT**

**INDUSTRIAL TRAINING REPORT
PERBADANAN PERPUSTAKAAN AWAM PAHANG
JALAN KEMUNTING, TANAH PUTIH, 25100 KUANTAN**

**PREPARED BY:
NUR FATHAH BINTI ABDUL HALIM
2017536315**

**IM244, BACHELOR OF INFORMATION SCIENCE
(HONS) LIBRARY MANAGEMENT**

3 FEBRUARY - 30 JUNE 2020

DECLARATION

I hereby declare that this is my original work. I have not copied from any other student's work or from other sources. I am also declare that no part of this report has been published or submitted for publication except where due to reference or acknowledgement is made explicitly in text, nor has any part been written for me by another person. I confirm that I have read and understood the UiTM regulations with regards to plagiarism and will be penalized by the university if found guilty.

Signed by :

NUR FATIHAH

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NUR FATIHAH BINTI ABDUL HALIM

2017536315

Date of submission:

ACKNOWLEDGEMENT PAGE

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Last but not least, we would like to say thank you to whoever beside me for being so tough and tolerant until I could overcome every hurdle that comes towards us in any way. Thank you.

ABSTRACT

This report is about the activities I did while in PASAS for more than a month before the country declared a movement control order following the pandemic outbreak of the Coronavirus (Covid 19). So what I got was only when I was instructed to start practical training in the Literacy and Library Services Division which has several units under the supervision of Mrs Maria as the Head of Division.

PASAS is my first choice when choosing a place to doing my industrial practical. The uniqueness of PASAS is that does not exist in other public libraries because the spirit of unity and cooperation in performing the task has become the priority for PASAS staffs.

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