

# INDUSTRIAL TRAINING REPORT

## **PERBADANAN PERPUSTAKAAN AWAM KELANTAN**

Jalan Mahmood, 15200 Kota Bharu, Kelantan.

### **PREPARED BY:**

Nur Ismah Hani bt Mohd Rani

2015218288

Bachelor of Information (Hons)

Library Management

(IM244)

UiTM Cawangan Negeri Sembilan,

Kampus Rembau

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## DECLARATION

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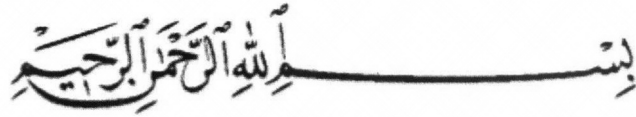
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## **ABSTRACT**

The purpose of this documentation is to report the activities undergone by the student during the industrial training for five months in Perbadanan Perpustakaan Awam Kelantan (PPAK). The report includes daily task assigned to the trainee such as cataloguing, circulation, data key in, and handles the activities. Moreover, the most vital part is where the trainee has been assigned with a special project which is to make over the children playroom so that it could give a new environment and comfort to the children. The objective of this make over project is to ensure that room is relevant to the library purpose in encouraging children to read while playing. The purpose of this project is to attract children to become more active and encourage their reading since PPAK is more focused to improve reading among the children in early age by organizing various kind of activities for them.

## ACKNOWLEDGEMENT



Alhamdulillah, thanks to God for his bounty could also eventually accomplish the task that was given to us. After been through many ups and down to finish this report, I hope I had given the best result. Other than that, I would like to state an appreciation to thank everyone who has helped me whether it was directly or indirectly.

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