



UNIVERSITI TEKNOLOGI MARA (UiTM)

CAWANGAN NEGERI SEMBILAN

KAMPUS REMBAU

FACULTY OF INFORMATION MANAGEMENT

INDUSTRIAL TRAINING REPORT

MELAKA PUBLIC LIBRARY

242-1 JALAN BUKIT BARU, 75150 MELAKA

Prepared by,

SITI HASANAH BINTI MOHAMED YUSOFF

2015663966

BACHELOR OF INFORMATION SCIENCE (HONS.) LIBRARY MANAGEMENT

(IM 244)

1ST AUGUST 2018 – 31ST DECEMBER 2018

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.

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ABSTRACT

Industrial training is one of the requirements that needed to be fulfilled in order to obtain the Bachelor of Information Science (Hons.) Library Management (IMC690). Each students need to do the industrial training for five months in respective library and this is compulsory which is intended for the student exposure to real working environment. A good plan, proper implementation and evaluation can helps in in develop the student professional attitude. It also develop a deep understanding of problem solving skills in real situations for the students. On top of that, the industrial training also can helps in developing positive self-esteem among students and exposed the students with work ethic and professionalism as well. During the industrial training in Melaka Public Library, most of the theoretical knowledge gained in the class are being applied during carried out the tasks given. Various work process in the library especially in book processing was studied and understood during the industrial training. The industrial training gave me a good experience from the view of implementing my theoretical knowledge into the practical aspects. It gave me the experience of working in the library environment. The industrial training program is very helpful in developing my interpersonal, communication and working skills.

ACKNOWLEDGMENT

First of all, I would like to convey my appreciation to the almighty Allah for giving me the strength and the ability to finish my industrial training in Melaka Public Library. Then I would like to express my gratitude to Encik Mohamed Aizamuddy Bin Mohamed Idris, Director of Melaka Public Library that give me the opportunity to do my industrial training in this library for five months. Then, I also would like to thank Puan Rafidah Bte Atip, Head of Administration and Human Resource Unit who is also my industrial training supervisor in this library. I am really thankful for her whole-hearted supervision to me during my industrial training period. Her valuable suggestion and guidance helped me a lot in doing a lot of task given during my industrial training in five months.

Besides that, I would like to give thanks to the other Head of Divisions in Melaka Public Library for giving me the opportunity to learn a lot of new things and new work process in every division. I am also grateful for the guidance, cooperation and advice I received from all the staff in this library when doing the task assigned to me. Their helping hand supported me to finish my industrial training in this library. Not forgotten to my supervisor lecturer in Universiti Teknologi Mara (UiTM), Sir Mohd Ridzuan Ibrahim for his support and guidance in completing my industrial training and the report as well.

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