

UNIVERSITI TEKNOLOGI MARA (UITM)
FACULTY OF INFORMATION MANAGEMENT

INDUSTRIAL TRAINING REPORT

PUSTAKA NEGERI SARAWAK, MIRI
JALAN KIPAS MIRI CITY FAN
98000 MIRI SARAWAK

Prepared By

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BACHELOR OF INFORMATION SCIENCE (HONS) LIBRARY
MANAGEMENT (IM 244)

1ST AUGUST 2018- 31ST DECEMBER 2018

DECLARATION

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Signed by

Cassieafiefie Anak Telesa

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Date of submission: 8th January 2018

Abstract: *The purpose of this report is about the journey and the things that I had learn during my internship at Pustaka Negeri Sarawak. This report state all the activity and event that I held and involved when I at Pustaka. As a major in Library management field, I choose Pustaka Negeri Sarawak, Miri as the organizational for my internship. This organizational have a criteria that suitable with the industrial training rules and regulation. This report also included about my opinion and lessons learn that I had learned from my internship experience. The background of Pustaka Negeri Sarawak, Miri and it organizational structure also mentioned at this report. I also attached some appendices as a reference for reader and prove that I involved any activity that held by Pustaka Negeri Sarawak Miri.*

Acknowledgement

In a preparation of my report, I had to take the help and guidance of some respected persons, who deserve my deepest gratitude. As the completion of this report gave me much pleasure, I would like to show my gratitude to my lecturer Puan Razifah binti Othman, on University Technology Mara Rembau for giving me good guidelines for my report throughout numerous consultations. I would also like to expand my gratitude to all those who have directly and indirectly guided me in writing this assignment.

In addition a big thanks you for my supervisor Puan Lilian Baun for aspiring guidance, invaluable constructive criticism and friendly advice during my internship. To all staff at Pustaka Negeri Sarawak Miri, a big thanks from me. You are the best. I perceive as this opportunity as a big milestone in my career development. I will strive to use gained skills and knowledge in the best possible way, and I will continue to work on their improvement, in order to attain desired career objectives. Hope to continue cooperation with all of you in the future'

I would like to express my deepest thank to my family and Mr Kesa Family for the support and the hospitality during my internship. I am proud to have a relatives like you all

Many people, especially my course mates have made valuable comment suggestions on my paper which gave me an inspiration to improve the quality of the report.

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Introduction about Industrial Training

The industrial training include in the courses in order to complete the requirements of IM244 program which is Bachelor of Information Science (Hons.) Library Management. Subject IMC 690 which is Industrial Training is a compulsory for all final semester students in Faculty Information Management in order to complete their studies before graduation. The duration of industrial training is 5 months. If the student fails to complete in 5 months, they need to repeat it all over again the whole final semester. Student is allowed to choose any organization for their industrial training as long it related to their field. Before going to industrial training, student need to inform the organization by contacts them to get confirmation from the organization and need to inform back with the faculties.

Industrial training is proposed to uncover the student with some significant encounters and information that they couldn't gained from any classes. During the studies, student only learn about the theories and fact but in industrial training they apply the theory into technical part. The student during the industrial training works in real situation because it is a simulation process to prepare them in the real working environment in future. It will help the students understand well about the nature of work regarding to their studies so; it will be very useful tips for them in future career.

Objectives of Industrial Training

The objectives of the Industrial Training are:

- To favor students enhance their marketability after graduation.
- To inspire students to apply the skills and knowledge gained at the university to benefit the organizations.
- To stimulate a personal career interest, serving as bridge between universities to benefit the organizations.
- To serve pre-professional work experience with specific assignment and responsibilities.
- To gain experience and understand well about the real situation that occur in industrial training and enable the learning procedure of how student's information could be utilized practically
- To influences one to comprehend the formal and casual connections in the industrial organization and to encourage ideal human relations and collaboration.

CHAPTER 1: INTRODUCTION

1.1 Pustaka Negeri Sarawak, Miri Background



Figure 1.1: Front view of Pustaka Negeri Sarawak, Miri

Pustaka Negeri Sarawak, Miri is the second branch of State Library at Kuching Sarawak. Pustaka Negeri Sarawak, Miri is Sarawak Northern branch. Pustaka Negeri Sarawak, Miri was open for public on 19 October 2000 and it was open officially for public on 10 December 2002. The function of this library is according to the Sarawak State Ordinance 1999. This library location is strategic because it located at the centre of Miri.

Pustaka Negeri Sarawak, Miri function is the place for the researcher. The main aim of this library is want to become the centre of research and reference centre for the patron. Mostly the collection at the Pustaka Negeri Sarawak, Miri is collection at a level that will guide researchers and information seekers in their research. This library also the offsite depository centre for legal deposit material and they have special collection that very unique because they special collection relating to Miriana and other local history initiatives.

Pustaka Negeri Sarawak, Miri have three divisions which is corporate Management, Information Services and Technical Services. This division is responsible for all the operation at this library. This place is not only to serve the knowledge but it also the place that can bring all the community together. It is the best place for the community to do recreational activities because outside the place is very suitable for people to jog, cycle and other fun activity.

Address: Pustaka Negeri Sarawak, Miri
Jalan Kipas, Miri City Fan
98000 Miri, Sarawak.

Telephone: 6085-422525

Fax : 6085-414444

Email : librarian@sarawak.gov.my

Website: <http://www.pustaka-sarawak.com/>

Hours of • Weekdays: 10am-7pm

Operation: Weekends: 9am - 6pm

Closed on gazetted public holidays

Table 1.1: Operation Information of Pustaka Negeri Sarawak, Miri.

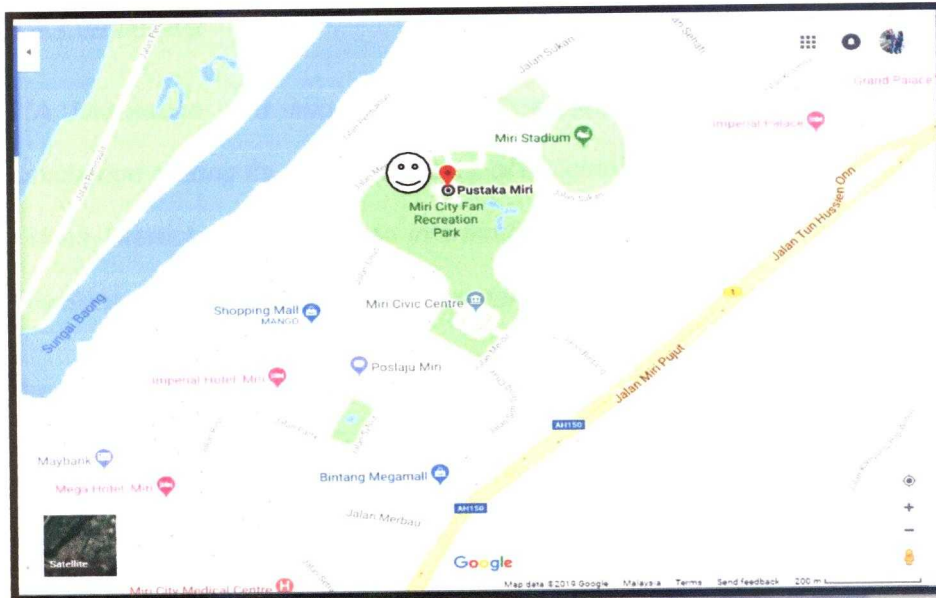


Figure 1.1 (a): Pustaka Negeri Sarawak Miri Location via Google Maps

1.1.1 Vision

- To be the reservoir and fountain of information and knowledge to the State.

1.1.2 Mission

- To provide access to information resources and to preserve Sarawak's intellectual heritage for the people of Sarawak.

1.1.3 Objective

- To promote acculturation of knowledge in the State

1.1.4 The Philosophy

- *"A knowledge and information-based society needs a forum for intellectual exchange among its people, a centre of enlightenment where minds can meet and ideas interact, and access to information, knowledge, technologies and cultures available beyond the superficial boundaries imposed by geography."*

1.1.5 The Concept

- Pustaka Negeri Sarawak, Miri is the northern node for Pustaka Negeri Sarawak, catering for information and research needs of Miri's population, as well as neighboring towns and districts around Sarawak's northern region. It is an IT library and is linked to Pustaka Negeri using ICT infrastructure and have the concept of a hybrid library, a combination of print as well as electronic and digital information resources. It is a centre that will serve as a community centre of knowledge and cultural enlightenment, with vast store of information, in the form of both printed and electronic media, but also gather for educational and cultural exchanges, programmes and participate in many other regularly conducted activities.

1.1.6 Tagline

- "Read. Innovate. Excel."

1.1.7 The Environment

- Pustaka Negeri Sarawak, Miri is a two-storey building earmarked as one of the anchor nodes for the Miri City Fan. This horse-shoe shaped two storey sandstone building with light green curtain walling is designed as a tranquil oasis acting as the symbolic apex of information technology in the civic heart of Miri Resort City.
- The library is surrounded by 5 main gardens called Garden of Vision, Islamic Garden, Chinese Garden, Formal Garden and Botanical Garden. These gardens are close to each other and the scenery that it creates through the different types of plants planted in each garden contributes to the astonishing beauty of the library. There are food and souvenir kiosks available in the library premise. The Foyer Entrance is the main entrance to the library and from the foyer, visitors can access the lobby, which leads to a Security Counter, Multimedia Gallery and the 'Fragrance Garden'.
- The building is installed with sophisticated audio visual projection system with wireless control lighting, stage curtain and projection from multiple sources such as PC, VCD, DVD, CD player, cassette player and VCR player. The auditorium is ideal for lectures, talks, video screening and for musical and drama performances.

1.1.8 Client's Charter

- Services: Serve the patron with the real time reference and other services that meet the patron need.
- Collection: To develop information resources based on the Collection Development Policy and Sarawak State Library Ordinance, 1999 requirements.
- Access: 24/7 access to the online services.

1.1.9 Roles

- A research and reference centre, with collections at a level that will be able to guide researchers as well as other knowledge and information seekers;
- An offsite depository centre for legal deposit material;
- A centre for development of special collection relating to Miriana and other local history initiatives;
- A contributor to Pustaka Negeri Sarawak's databases on information materials on and about Sarawak especially Miri;
- A place that provides education and activities to raise information literacy.

1.1.10 Quality Principles

- To develop information resources based on the Collection Development Policy and Sarawak State Library Ordinance, 1999 requirements.
- ❖ A repository of vast reserves of materials
- ❖ A gateway to knowledge and information of the world
- ❖ Streamlined and automated services within the library
- ❖ Borderless
- ❖ Time insensitive

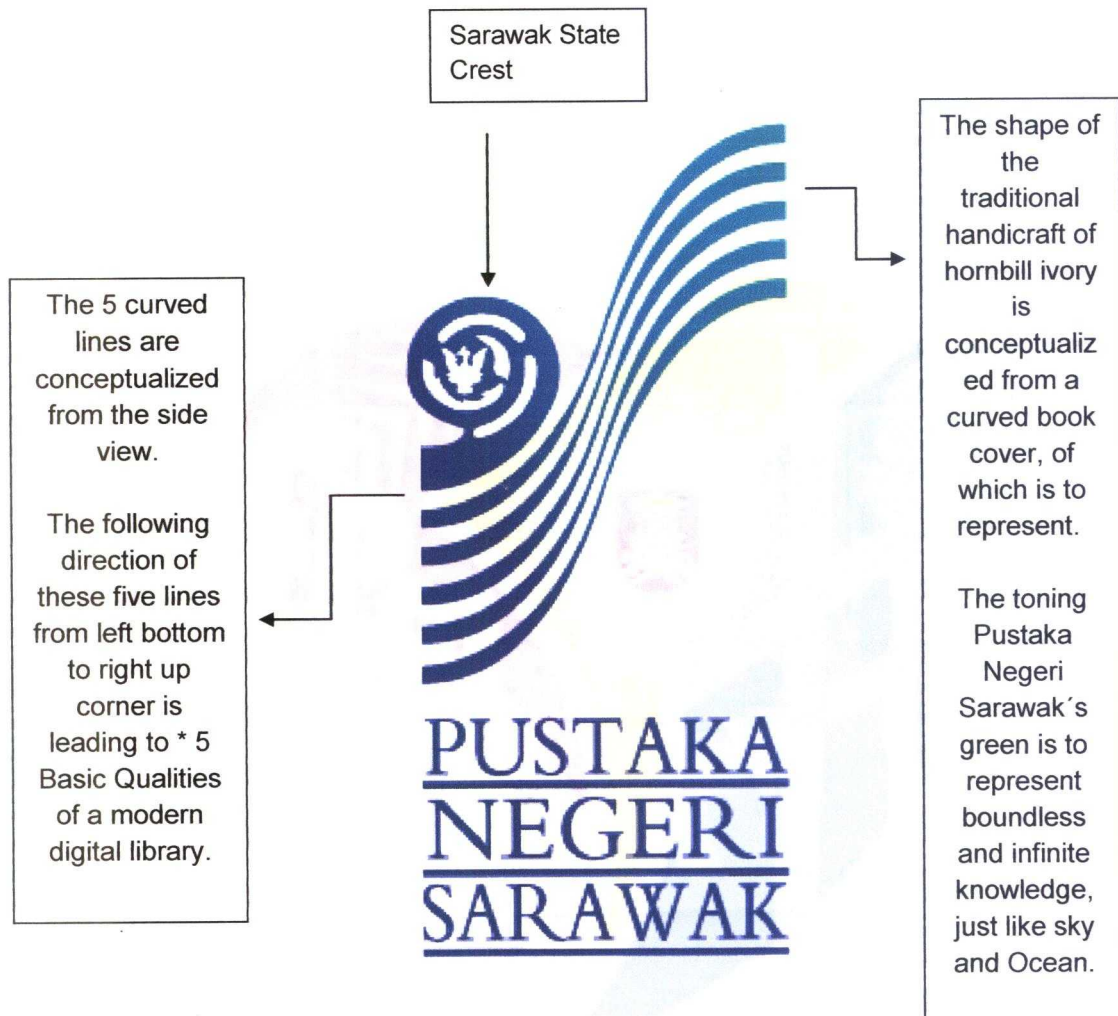
1.1.11 Logo Rationale

Figure 1.1.11: Logo of Pustaka Negeri Sarawak

1.2 Organizational Structure

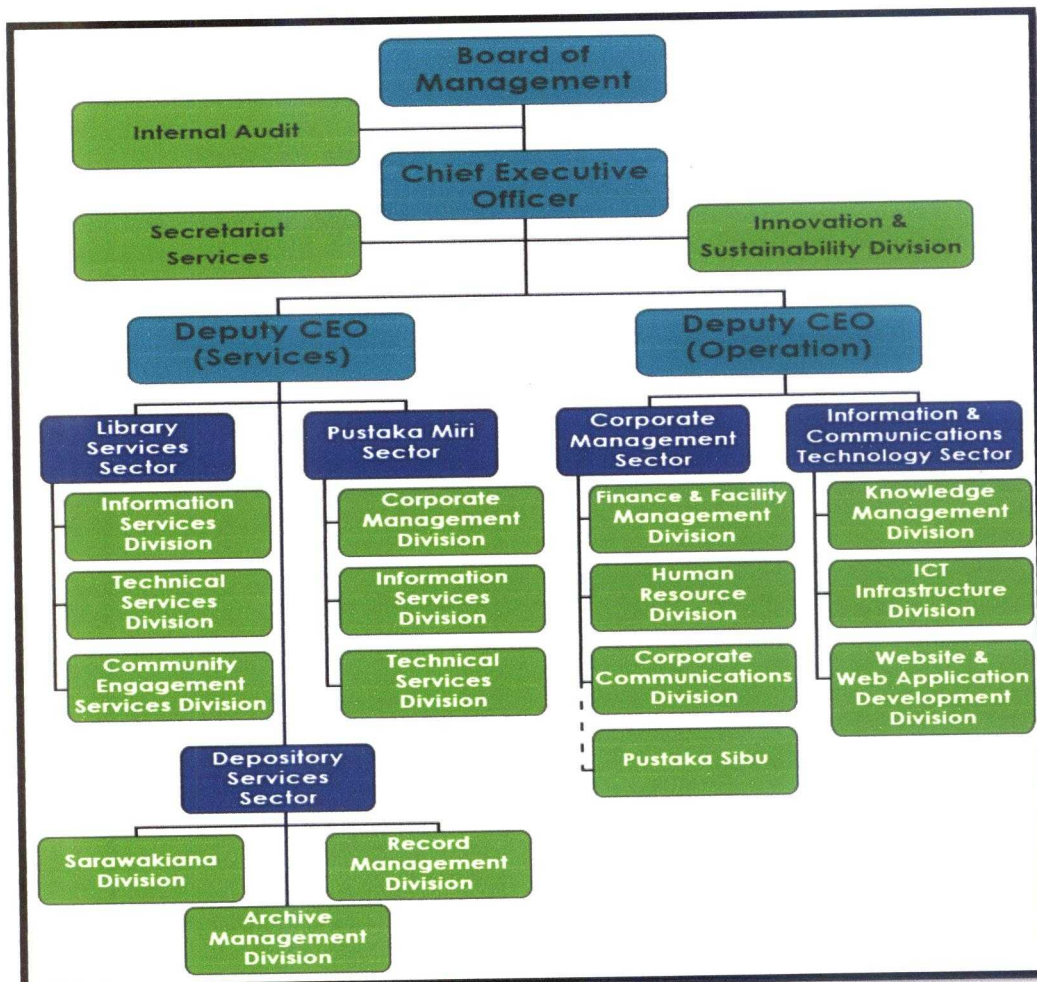


Figure 1.2: Organization structure of Pustaka Negeri Sarawak

Pustaka Negeri Sarawak, Miri have three divisions to monitor and to operate which are corporate management division, information division and technical services division. During the internship I was attached at all division but not all units.

1.3 Pustaka Membership

- How do I become a library member?
 - ✓ Fill in LibraryNet online registration form
 - ✓ Approach staff in Multimedia Gallery's counter for authentication
 - ✓ Bring identity card
- Patron also can get the form at
<https://pustaka.librarynet.com.my/Angka.sa2/public/community/online/registration.htm?l=pustaka>

The screenshot shows a web browser window with the URL <https://pustaka.librarynet.com.my/Angka.sa2/public/community/online/registration.htm?l=pustaka>. The page title is "Online Member Registration Form".

Note: All fields with the asterisk (*) are required.

This sign up page is intended for public only. For existing LibraryNet members, kindly go to [login](#) page for First Time Login Registration.

Fill your Member Registration Form using MyKad Reader? (This service currently only available at Pustaka Negeri Sarawak). Please click on [MyKad Reader interface](#) to fill your member registration form using MyKad Reader or click on [Help](#) for further assistance.

powered by **Angka**

Personal Profile

Salutation:

Full Name *

IC No./Passport * Eg: 800112135542

Gender * Male Female

Date of Birth * Eg: 17-Oct-2013

Race:

Profession:

Preferred Language * English

Photo: No file selected

Avatar: No file selected

Maximum file size is 50KB

Contact Information

Email Address *

Contact: Beeper

Beeper:

Notes:

- Note: If you were a verified library member, you should already have an account here. Please login using your User ID and Password from the [Member Login Page](#) to access your personal page.
- This membership is open to users of this institution/organization only.
- Please upload photo of no bigger than file size of 50K bytes.
- Note: Please provide a valid e-mail Address because library may send reminders and notifications to you.

Figure 1.3: Pustaka Negeri Sarawak online member registration form

1.3.1 Membership Card

- ✓ All adult and student of Malaysian citizenship will be using their identity card as the membership card. Children and foreigner will be given a membership card.
- ✓ Membership for special needs group is FREE.

1.3.2 Membership Fee

- ✓ Starting 25 January 2016, membership of Pustaka Negeri Sarawak, Miri is all for free. For membership renewal and to activate the account, user can just walk in to Multimedia Gallery Counter or by phone.

1.3.3 Internet Access

- ✓ Enjoy the fast Internet connection provided by library that helps user connected to the World Wide Web for doing their research online.
- ✓ Patron will access to the internet need a username and password before use the internet.

1.3.4 Personal Page

Membership Personal Page is for patron to obtain information on their transactions with the Library.

- ✓ Change user personal profile
- ✓ Change user password
- ✓ Check user membership Information
- ✓ Find out what user have used using user prepaid account
- ✓ Check the status of user book reservation.
- ✓ Find out what books user have borrowed so far.

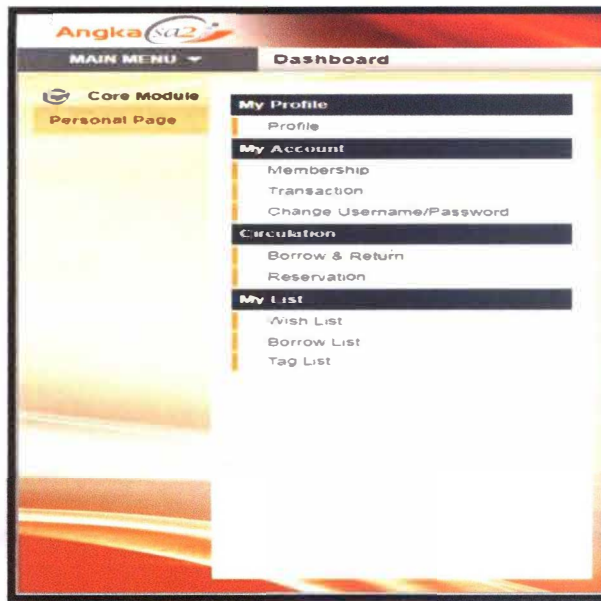


Figure 1.3.4: Interface of personal page member.

1.4 Collection

Pustaka Negeri Sarawak, Miri acquires library materials in all subject areas to meet the information and research needs of its client throughout the State. Collection is particularly strong in the fields of environmental studies, information, science and technology, agriculture and commerce. The collections, which are mainly focused on the professional needs and interests of users is classified according to the Dewey Decimal Classification Scheme. Information Resources Centre and Children Infotheque is the building that holds non-reference collection which is for inter-library loan and circulations. The collections are categorized in the following types:

1.4.1 General Collection (Reading and Leading)

The main collection includes different wide subject such as Medical, Education, Social Science, Religious collection and art, literature and Children collection.

1.4.2 Sarawakiana Collection

Sarawakiana Collection is a rare collection because it can be in various topics, format and periods and publication about the history of Sarawak state whether it about culture or religious of native people who live in Sarawak. Pustaka Negeri Sarawak under the Library Ordinance 1999 has the legal responsibility in acquiring, developing, maintaining, preserving and making accessible a comprehensive collection of documented materials relating to Sarawak. The materials will support the learning and research activities and provide a unique record of Sarawakiana. The collections include the Government Publications, Sarawakiana Dedicated Collections, Digitization Collections, Antique Collections, The Manuscripts Collections, and the Rare Books Collection.

These collections comprising both current and retrospective materials, serve as rich and coherent resource that can help to foster research on Sarawak's history, governance, culture and scientific heritage. This Special Collection is a reference collection and can be use by permission from staff.

1.4.3 Other collection

- Serial Collection
- Digital Collection

1.4.4 Subscribed Online Databases

Sarawak State Library has Esther which stand for Electronic Text Research that subscribes to the following on-line databases:

- CABI
- CLJ LAW ONLINE
- Digital Magazines
- Gale Databases IP Verification
- LAWNET.COM.MY
- MS ONLINE SYSTEM
- Oxford English Dictionary
- Oxford Islamic Studies Online
- Oxford Reference Online
- PRESS READER IP VERIFICATION
- UDLtheses.com full text
- World Book Web

1.4.5 Online Services

- Digital Initiative

The digital collection represents digital surrogates for rare and significant materials on Sarawak. Apart from improving considerably the availability and usage of these materials, this digital project was initiated to create a Center of Excellence for research resources and works on Sarawak. As well as providing services to present day and future users, Pustaka is obliged to ensure that the precious originals are properly managed.

➤ Opac Services

OPAC stands for Online Public Access Catalog. It is also known as the catalog, PAC, WebPAC, library catalog, and online catalog. OPACs generally contain records of all the items that are library catalogs, such as: books (print and/or electronic); journals (print and/or electronic); databases; maps; manuscript collections; etc. An OPAC is public (anyone can use it), and it allows the patron to search the library's collection, check course reserves, and check one's own library records – from any computer connected to the internet.

➤ Archival Records Management System (ARMS)

ARMS stand for Archival Records Management System is a web based application which helps user to identify and locate archival materials. ARMS contain only information about location of the archival material and not the actual records. Having identified relevant material, a user would usually arrange to visit the repository concerned to consult the documents, or request further information or copies where such services are available. In addition, it also manages reservations as well as retrieval and return of items to or from repository.

➤ Sarawak State Bibliography

The Sarawak State Bibliography lists materials which were published in Sarawak and deposited at Pustaka Negeri Sarawak in accordance with the provisions stipulated under the Sarawak State Library Ordinance, 1999. In addition to the lists of publications published in Sarawak which were deposited to Pustaka Negeri Sarawak, this bibliography also includes list of website addresses of electronic resources from in and outside Sarawak on Sarawak. This bibliography also includes list of Sarawak publishers and writers who have deposited to the State Depository.

➤ Sarawak Authors

Pustaka Negeri Sarawak is committed to contribute significantly towards realization of a reading and knowledge based Sarawak society. The roles played by authors are crucial to produce reading materials and generate intellectual heritage. This homepage is published and maintained by Pustaka Negeri Sarawak as recognition to their contribution and to facilitate access by the public to their publications.

➤ The Sarawak Dictionary of Acronyms and Abbreviations

The Sarawak Dictionary of Acronyms & Abbreviations is a collaboration effort between Pustaka and the author, Dr. David J. Jones. Acronyms are formed by taking the initial letters or parts of a group of words, thereby creating another word. The dictionary will assist students, professional writers, journalists, civil servants and others seeking generally accepted abbreviations. It is hoped that it will encourage consistency in the way phrases, departmental and programmed names are shortened. The dictionary is available in two (2) formats that is printed and digital version. Users are encouraged to add acronyms and abbreviations via online version of this dictionary.

➤ e-Terbit System

The e-TerbitS system is a Sarawak State Library initiative through the KFA hybrid project between Sarawak State Library and the National Library of Malaysia. The project aimed to decentralize the functions to process application of the International Standard Book Number (ISBN). This supports Sarawak State Library's strategic planning through the use of Balance Score Card (BSC) that lead towards Knowledge Management Excellence, Service Excellence and Collaboration Excellence. The main objective of this system is to enable Sarawak State Library to grant and approve International Standard Book Number (ISBN) application through an online system. This is done under the grant

by the National Library of Malaysia as the sole agency to control the production of international standard numbers in Malaysia. The advantage of the e-TerbitS is the number will be generated directly from the system. In addition, the system is able to store publishers and publishing information in Sarawak.

1.4.6 Other Services

a) Business Information Service

The establishment of Business Information Service [BIS] at PUSTAKA on March 2001 has shed new lights on the development of information brokering in the State. Information brokering refers to the efforts performed by information professionals in creatively gathering, organizing and packaging information and related information services for a fee. Keeping that idea in mind, BIS is established to assist users in furnishing objective advice for the identification and solution of information problems at a certain standard of fee.

b) Facilities

- Auditorium
- Audio-Visual Room
- Multipurpose Room
- Meeting Room
- Discussion Rooms
- Exhibition Gallery
- Fragrance Garden
- Children Infotheque
- Multimedia Gallery
- Information Gallery

c) Outreach Programme

The outreach programme is another way for officers from Pustaka Negeri Sarawak to meet potential users, who are either unable to come or have yet to visit Pustaka Negeri Sarawak. The outreach programme basically is official outing or visit, which comprises of briefings and discussions on the services and facilities offered by Pustaka Negeri Sarawak to create awareness among potential users. The programme includes visits to:

- schools
- government agencies
- institutions of higher learning
- villages
- organizations

d) Interlibrary Loan Services (ILL)

Pustaka as a supplying library to requestor

- ILL is for registered members only with RM2 per request.
- Requestors shall bear full responsibilities of their borrowed items.
- Requestor has to collect the materials in person from PUSTAKA.
- If it is found that the returned materials have damages or lost, the requestor shall pay all possible costs imposed by supplying organizations. The requestor shall also be needed to pay the administrative cost of RM20 per ILL material to PUSTAKA.
- Requestor shall bear the cost of returning the ILL materials to Pustaka.

Pustaka as a requesting library from other organizations

- ILL is for registered members only with RM2 per request.
- PUSTAKA shall bear the cost of getting ILL materials from and returning to the collaborating organizations.
- If it is found that the returned materials have damages or lost, the requestor shall pay all possible costs imposed by supplying organizations.

CHAPTER 2: ORGANIZATION INFORMATION

2.0 Organization Information

Pustaka Negeri Sarawak, Miri have three division which is Corporate Management, Information Service and Technical Services. Those three divisions is where I and my colleague attached during our 5 months internship.

2.1 Corporate Management Division

- Venue Management/ Building Maintenance Unit
 - Manage and monitor the activity.
 - Maintenance and repair the buildings, facilities, equipments, parks and the landscape of pustaka.
 - Housekeeping and Logistics
 - Usage of hired venue
 - Security
- Finance Unit
 - Manage and undertake budget;
 - I. Budget Preparation
 - II. Budget Administration
 - III. Cost Allocation
 - IV. Account Payable
 - V. Payroll
 - VI. Keep and maintain financial records

- Information Communication and Technology Unit
 - Provide management of ICT system at Pustaka Negeri Sarawak, Miri
 - To assist in providing an effective technical ICT support to other Branches
 - Responsible for general maintenance of defined computer equipment
 - To help in prepare the loans of Pustaka's portable computer, equipments and software.
- Administration, Public Relation and Marketing Unit
 - Organizing staff assembly on a monthly basis
 - Promote Pustaka services and activities through media social
 - Public relation and making a good connection with local media
 - Preparation and distribution of Pustaka's Publication

2.2 Information Services Division

This kind of division is responsible in distribute and transmit knowledge information and valuable data to the state and community. Information services also become the center for reference, education and information dissemination of knowledge among the Miri community. All the information that serve by the Information Services are relevant that easy to community refer it. All types of information is suitable because it related to historical, social, cultural, achievement of Sarawak and so forth that can help the patron with the research. This division also manages to promote and encourage reading habits among the community. They also involved in exhibition of Sarawak culture, tradition, history and achievement of people in Sarawak.

- On-site Unit:
 - I. Reference and Activity
 - Providing efficient circulation services

- Providing an efficient Reference Desk Service during Pustaka's opening hours with immediate response
- Conducting User education Session according to specified module
- Provides Current Awareness Services to inform users about new acquisitions in Pustaka
- Provides online research guides to enhance user skills in using and navigating online database

II. Circulation

- Managing membership registration and renewal
- Handle circulation services such as check in and checkout item, renew and reservation of library material and bulk loan
- Managing circulation due to the fines from patron
- Organize thematic activities
- Interlibrary loan
- Monthly exhibition
- Selective Disseminative Information matter and disseminates to members as well as public

➤ Off-site Unit

a) Outreach Programme

- To handle on outreach program matters and activities
- Conducting Literacy Information Skills
- Official outing or visit, which comprises of briefings and discussions on the services and facilities offered

2.3 Technical Services Division

The roles of Technical Services are;

- Responsible for selection and acquisition of library materials
- Manage the cataloguing, classification , assigning subjects headings authority file , processing and maintenance of library material
- Handle the serial management
- Facilitates access to all form of information in all subject area
- Responsible of collection development
- Collection development

2.3.1 Units in Technical Services

- Acquisition Unit
 - Acquiring, organizing and preserve the information resources in all form
- Cataloguing Unit
 - Main task is doing Bibliographic and Authority Records Verification to ensure the bibliographic and authority records are correct and according to the standards Dewey Decimal Classification

CHAPTER 3: INDUSTRIAL TRAINING ACTIVITIES

3.1 Training Activities

3.1.1 Information Services Division

On 1st August 2018, was my first day of internship at Pustaka Negeri Sarawak Miri. I self-report at corporate management where I met with Cik Sofina Tan. She is substitute for my supervisor at that time. She explained briefly about what should and should not do in the organization. I was introduced to all staff at here on my first day. First day of my internship I was attached under the Information Services Division. Before that, I met with Encik Rasyedin ICT technician to manage my thumb print for bio scan so that I can access to all entrance of building. I attached under Information Services was 3 months and half. I work at circulation unit which I at the counter services. The thing I learn when I at circulation unit was I learn about;

- Member registration and renewal membership using Angka.sa 2
- Check in and Checkout library material item
- Renewal library material book and notification expiration of library material
- Item logging and reporting of damage book
- Shelving
- Recruit new member
- Circulation Fine
- Interlibrary Loan Services
- Bulk Loan
- Book drop collection

3.1.2 Shelving Activity at Close Stack

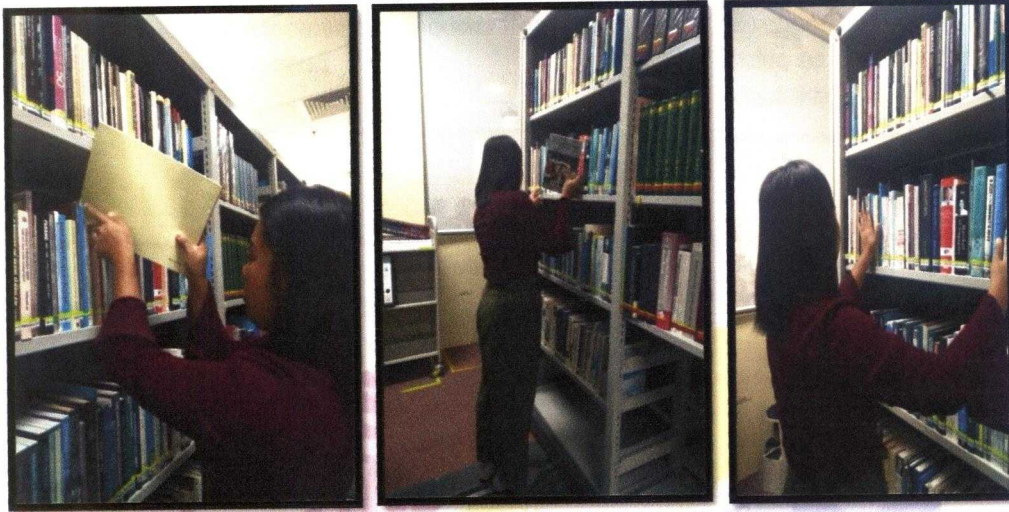


Figure 3.1.2: Shelving at close stack

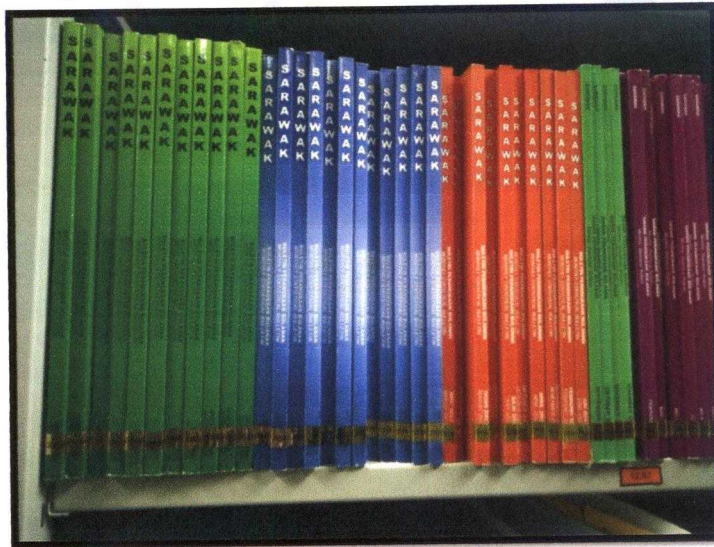
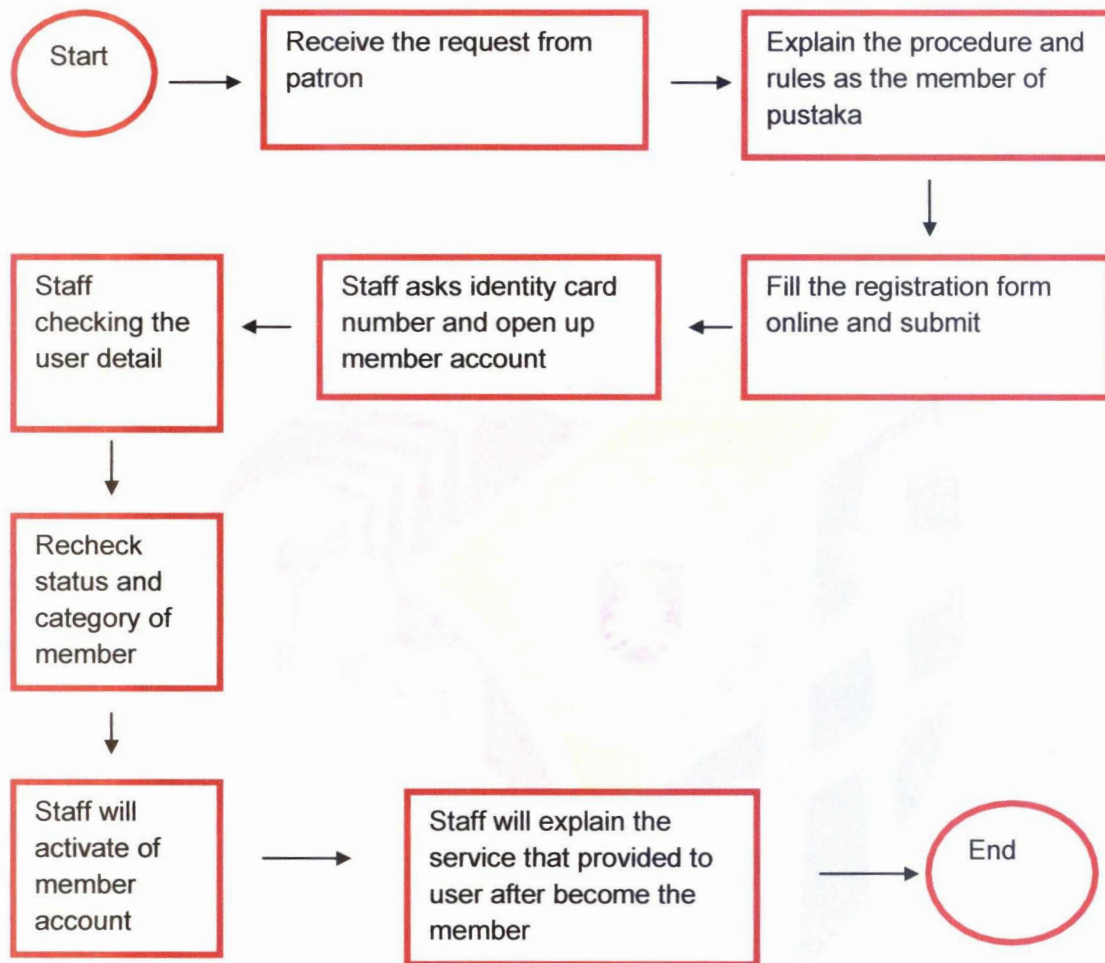


Figure 3.1.2 (a): Sarawakiana collection

3.1.3 Workflow of member registration



3.1.4 Information Literacy skills and People Accessible Network Digital Empowerment & Inclusivity

I also learn about the Information Literacy skills when I at Reference Unit. Objective of this programme is encouraging the awareness of students the important of good information and it sources. There are some Information Literacy skills that held by Pustaka Negeri Sarawak, Miri;

3.1.5 Information Literacy Skills Sekolah Menengah Kebangsaan Luak



Figure 3.1.5: Talk by Encik Khadzrie

Date	Monday, 06.08.2018 09.00 am – 1.00pm
Activities / event	Information Literacy Skill with Encik En Mohd Khadzrie Ramzi Faizal, Pustaka Negeri Sarawak, Miri dan Cik Sorina Ramli, Cik Caroline John dari Curtin Universiti Sarawak Campus
Description	<ul style="list-style-type: none"> ✓ Before the programme I was mentioned by my supervisor that I accompanied Encik Mohd Khadzrie Ramzi Faizal and Cik Jamilah Juli to handle the activity. ✓ I prepared manual registration form and rating form for the programme ✓ At school, I help distribute the form we bring to the student ✓ I also help Cik Jamilah Juli registered member for the student ✓ At the end of activity, I distribute the food we bring to the student and teacher.

3.1.6 Information Literacy Skills at Sekolah Menengah Kebangsaan Bakong



Figure 3.1.6: Curtin University Library Team and Pustaka Negeri Sarawak Miri Team



Figure 3.1.6 (a): Registration of participant



Figure 3.1.6(b): Cik Lilian give talk about Information Literacy skills

Date	Wednesday, 08.08.2018 08.00 am – 5.00pm
Activities / event	Information Literacy Skill with Team From Pustaka Negeri Sarawak Miri and Team From Curtin University Library
Description	<ul style="list-style-type: none"> ✓ I chosen to be participated at this activity outside the Pustaka ✓ Before this activity, I prepare the manual registration form and feedback form ✓ During the activity, I was helped with member registration ✓ I also prepare the name list for a luck draw ✓ Prepare a item for quiz activity ✓ Distribute gift to the student ✓ In the end of activity, I distribute food to the student with other staff

3.1.7 Program People Accessible Digital Empowerment & Inclusivity (PANDEI) at RH Jarek Lambir, Miri

Date	Saturday 22 September 2018 0900 am- 1200 pm
Activities / event	Talk about Pustaka services and how to use and retrieve the information from internet such as to pay bill online and how to get the latest information. Talk is given by Encik Mohd Awis Abu Bakar to the community at the Long House.
Description	<ul style="list-style-type: none"> ✓ I accompanied Encik Mohd Awis Abu Bakar to Kamung Jarek. ✓ I prepared the feedback form ✓ I help captured picture during the activity ✓ Distribute and collect the feedback form ✓ Tell the community at here about our services, because it easy for me to explain in my language because the community at here is Iban. ✓ Encik Awis give talk and I will explain a little to the person who next to me.



Figure 3.1.7: I receive a small gift from organize of events

3.1.8 Reading Campaign Activities

3.1.8.1 Coordinate Activities

3.1.8.2 STEM Playground

Date	Saturday until Sunday 4-5 August 9 A.M- 5 P.M
Activities / event	Children festival that collaborate with Sarawak Multimedia, TEGAS and Ministry of Education Science and Technological Research Sarawak. This program was enhanced the STEM skills in more relaxed way among the student that is not always possible things to do at school.
Description	<ul style="list-style-type: none"> ✓ Before the programme I help my supervisor to prepared a lucky draw ticket for our booth ✓ First day of this event, I help at member registration counter for the talk "Ibu Bapa Hebat Cool" ✓ After registration I assist the participant to take place at auditorium and helped monitor the programme. ✓ Public that want to join each activities need to be registered and only allowed to join one activity at one time. All the participants giving a tentative of the programmed so that they know the event flow. ✓ There are so much activity that can participate by patron such as STEM Playground Exhibition, STEM Hide Out, ASTI Young Inventors Challenge – Showcase Young Innovators (YI) Challenge – Showcase, Open Category IEEE SATE Series 4 Championship, Humanitarian Interactive Zone and so forth. ✓ Second day, I help the staff handle at the booth Pustaka ✓ Member registration



Figure 3.1.8.2: Encik Asyraf explain to pustaka booth visitor how the things it works

3.1.8.3 Knee Osteoarthritis

Date	19 September 2018]
Activities / event	Talk about the knee health by Dr. PC Anand : Management of Knee Osteoarthritis (OA) Physiotherapists, CAH-Miri, Jennifer Ee : Global Burden of OA- Quality of Life & Depression, Lizabeth Umbau : Patient Education – Success with Exercise, Joanna Tay : Active Coping Strategies – Knee Pain, Michelle Harry : Balance and Risk of Fall among OA knee patients
Description	<ul style="list-style-type: none"> ✓ Before the talk I assigned by Puan Alia to fax the letter of participant to non government and government agencies ✓ Prepare registration form and feedback form ✓ Help with member registration ✓ Monitor the activity until the end

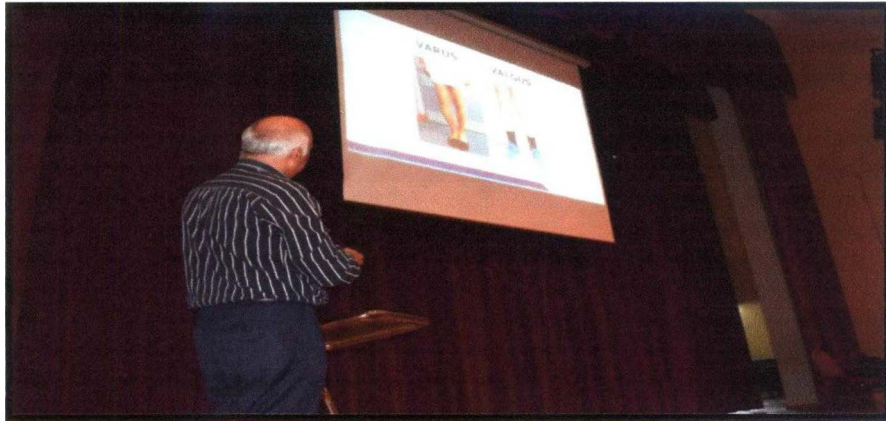


Figure 3.1.8.3: Dr PC Anand give talk about Knee Osteoarthritis

3.1.8.4 Maker Meet 2018

Date	Saturday & Sunday, 20-21October 0900 A.M- 0500 P.M.
Activities / event	Meet with all the makers and the makers will teach the participant how to produce the thing that they expert. Activity that held such as DIYY Arts and Crafts.
Description	<ul style="list-style-type: none"> ✓ I assigned to monitor the Sting Bee talk. ✓ Distribute the feedback form ✓ Public that want to join each activities need to be registered and only allowed to join one activity at one time. All the participants giving a timetable of the programmed so that they know the event flow. ✓ During my monitor I also learn new things from it ✓ I distribute registration form to participant ✓ Help arrange the table and chair. ✓ Distribute Mineral water to participant ✓ Become the volunteer runner for this activity next day.



Figure 3.1.8.4: I paying attention to Encik Michael about Sting less Bee in Maker Meet event

3.1.8.5 Ceramah Umum Mufliis Adakah Peluang Kedua?

Date	Thursday, 18 October 2018 0200 P.M- 0500 P.M
Activities / event	Talk about the bankruptcy by the agency of Insolvency Miri Branch.
Description	<ul style="list-style-type: none"> ✓ I assigned as the emcee in this talk ✓ I prepare my text and other text that give to me as a reference ✓ I work together with the speaker when the right time to start the program



Figure 3.1.8.5: Me being an emcee at Talk “*Muflis: Adakah peluang kedua?*”

3.1.8.6 Book and Coffee Hours

Date	Wednesday, 28 November 2018 0900 A.M- 1000 A.M
Activities / event	Sharing favourite book with The head management Cik Salina with other staff.
Description	<ul style="list-style-type: none"> ✓ I choose my own book to present in front the staff ✓ I prefer fiction book as my favourite book that is Percy Jackson and Monster Sea ✓ It easy for me to choose that kind of book because I understand it well ✓ We also had some morning breakfast that arranged by the person in charge



Figure 3.1.8.6: Me during presentation of my favourite book

3.1.8.7 Competition and Sharing Innovation Project Session

Date	Monday, Tuesday and Wednesday 26-28 November 2018 0900 A.M- 1700 P.M
Activities / event	5S 3R Innovation Design Competition in conjunction with Sarawak State Integrity and Innovation Week, Miri
Description	<ul style="list-style-type: none"> ✓ We involve in the competition ✓ Prepare the recycle tools that we use to make our innovation product ✓ My team Creativo decide to build an indicator for new book at library ✓ All the staff participant in this competition ✓ We present our innovation to judges ✓ The next day, we had a session with staff that involve in KRK project



Figure 3.1.8.7: During our presentation of innovation product

3.1.8.8 World Aids Day

Date	30 November- 1 December 2018 0900 A.M- 1400 P.M
Activities / event	Talk about fight against HIV, to show support for people living with HIV, and to commemorate those who have died from an AIDS-related illness. Second day of this event pustaka held the competition joy of Painting contest and talk.
Description	<ul style="list-style-type: none"> ✓ For first day we participate in talk about Ending stigma and, Isolation, and transmission by Dato Dr. Fam Tem Lom ✓ After the talk we join the activity at booth ✓ Second day I helping monitor the colouring contest ✓ Registration of participant contest ✓ Manage the display



Figure 3.1.8.8: The participant who involved in this talk

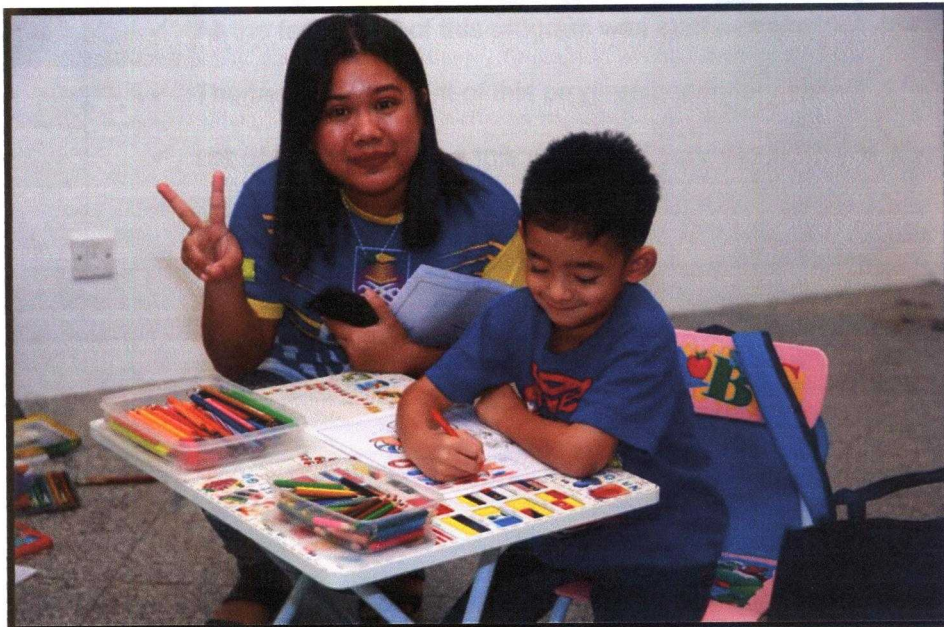


Figure 3.1.8.8 (a): Me monitor the coloring contest for 6 year participants

3.1.8.9 Youth Digital Booth Camp

Date	Monday-Tuesday, 10-11 December 2018 0800 A.M- 0000 P.M
Activities / event	Digital learning in how to make a video, poster, and to produce an application. The participant also expose to public speaking build up they communication skills.
Description	<ul style="list-style-type: none"> ✓ I assigned as the mentor for software group ✓ I will guide my team in each of the activity ✓ I help them and give advice to them in making poster ✓ I also encourage them to active and help in each other in group activity ✓ All the facilitators of this program was staff pustaka ✓ The target participant of this program secondary school ✓ Lot of activities during this camp and very fun activity is Mystery nite that serve a murder case.

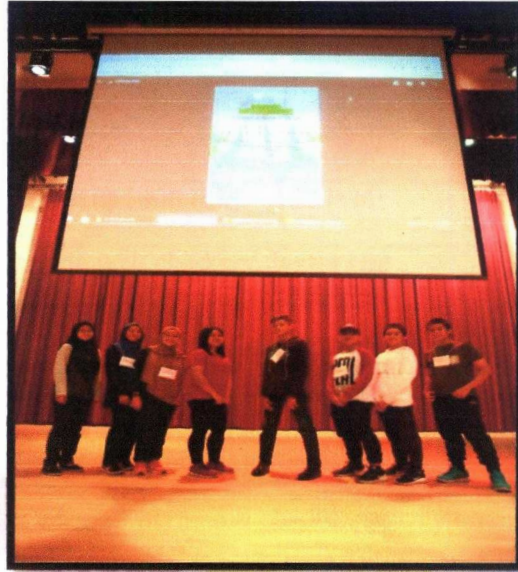


Figure 3.1.8.9: Me and my mentee software team



Figure 3.1.8.9 (a): Closing up Youth Digital Program

3.1.9 Children Weekend Activities

3.1.9.1 Jester Hat

Date	23 September 2018 1400 P.M- 1600 P.M
Activities / event	Handcraft Session with children: Jester Hat
Description	<ul style="list-style-type: none">✓ I prepared the material that we use to make a jester hat✓ I assist the kids how to make a jester hat✓ Make a report about the children activity I handle



Figure 3.1.9.1: I help the girl how to make jester hat



Figure 3.1.9.1 (a): I with the children activity participant



Figure 3.1.9.1 (b): Helping she glue her jester hat

3.1.9.2 Hawaiian Lei & Grass Crown

Date	Saturday
Activities / event	Children weekend activities: Hawaiian Lei & Grass Crown
Description	<ul style="list-style-type: none">✓ I spilt the task with Cik Cassandra✓ She do grass crown and I make Hawaiian Lei✓ Both of us try to make sample the craft✓ I prepared the material that I use✓ Assist the kids✓ clean and tidy up the children room activity in the end of activity



Figure 3.1.9.2: Team photo with the kids and our handcraft

3.1.10 Promotional Activities

3.1.10.1 Curtin University Library Open Day

Date	Thursday, 16 Ogos 2018 8:00am – 5.00pm
Activities / event	Promoting the library services to the student at the Curtin University Library and introduced pustaka databases to them
Description	<ul style="list-style-type: none">✓ Recruit the member✓ Promote the library services to the user✓ Set up pustaka booth✓ Handle lucky draw

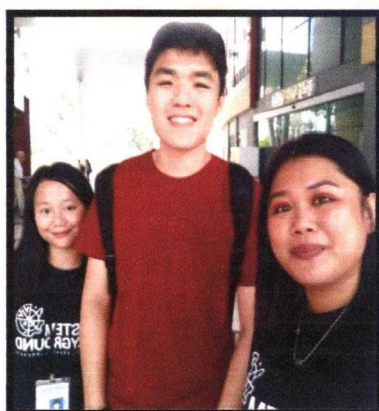


Figure 3.1.10.1: One of our recruit members from Indonesia



Figure 3.1.10.1 (a): Puan Lilian Explain the services that we offer to new user

3.1.10.2 School visit from Lubok Nibong Baram primary school

Date	Thursday,4 October 2018 0900 A.M-1300 P.M
Activities / event	Information Literacy skill by Puan Lilian and find a call number activity with me. Promote the library services
Description	<ul style="list-style-type: none"> ✓ Prepared a registration form ✓ I Handle the Call number activity ✓ Library tour with me



Figure 3.1.10.2: I give a gift to the winner of activity



Figure 3.1.10.2(a): Call number searching activity

3.1.10.3 School visit from Semop Secondary School

Date	Saturday,3 November 2018 1000 A.M- 1230 P.M
Activities / event	Information Literacy Skill with Puan Lilian Baun Pulo and call number activity and library tour
Description	<ul style="list-style-type: none">✓ Preparation gift to school✓ Create a activity call number✓ Explain about library and activity that pustaka held whole year✓ I in charge library tour with the students

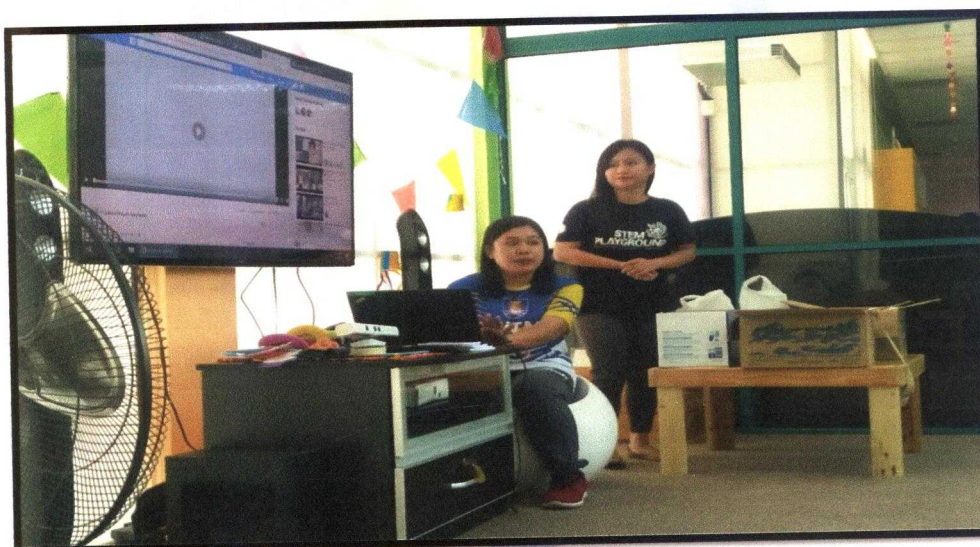


Figure 3.1.10.3: I explain the activities that held by pustaka to student

3.1.10.4: School visit from Senadin Primary School

Date	Thursday, 1 November 2018 0900 A.M- 1130 P.M
Activities / event	Information Literacy Skill with Encik Mohd Awis and library tour with Puan Mas and me.
Description	<ul style="list-style-type: none">✓ Prepare the feedback form and manual form registration✓ Handle the small activity with the student✓ Library tour✓ I explain the library services that serve at children infotheque✓ prepared a gift for the student



Figure 3.1.10.4: I with our Ceo Rashidah and the pupil from Sk Senadin

3.1.10.5 School visit from Sungai Lemaus primary school

Date	Saturday, 6 October 2018 9:00 am – 11:30 am
Activities / event	Puan Lilian and Puan Zuwahir give a talk about Information Literacy Skills to the Students. Tour guide around pustaka with Puan Zuwahir.
Description	<ul style="list-style-type: none"> ✓ I prepared the manual registration form and feedback form ✓ Created Search word activity ✓ Distribute form to them ✓ Be a photographer



Figure 3.1.10.5: I hand the gift to the Search words winner

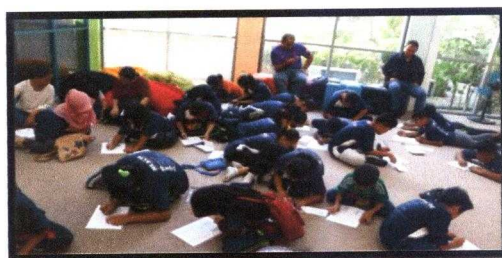


Figure 3.1.10.5: Search words activity

3.1.10.6 School visit from Tadika Al-Amin

Date	Wednesday 14 November 2018 0900 A.M.- 12 P.M.
Activities / event	Mobile storytelling with Mohd Awis Abu Bakar and handcraft fun activity with Cik Emmyleya and me.
Description	<ul style="list-style-type: none">✓ Prepared the children activity with Emmyleya✓ We make bunny and bear puppet with the children✓ Exercise Dance with the children✓ Assist the children to children activity room✓ Clean up the mess after the activity



Figure 3.1.10.6: Story telling session with Encik Mohd Awis Abu Bakar



Figure 3.1.10.6(a): Me with the kids and their craft

3.1.11 Outreach Programme to Limbang

Date	Friday-Wednesday 12-17 October 2018 0900 A.M.- 12 P.M.
Activities / event	Information Literacy Skills, PANDEI Program at Kampung Bidang Limbang, Sk Menuang and Limbang Library partnership with Rotary Club.
Description	<ul style="list-style-type: none"> ✓ Prepared the check list item that given by Puan Suzanne to me ✓ Prepared feedback form for each programme ✓ Meeting with Rotary Club Member before the event ✓ Participate in Medical Mission with Rotary club at Kampung Bidang ✓ Entertain the kids with movie night ✓ Set up booth for pustaka at Kampung Bidang ✓ Conduct a joy of painting with the children ✓ Set up mini library for Kampung Bidang community the book is from fund box by user.

- ✓ Closing ceremony of medical mission
- ✓ Facilitator for Mbot games and short video making at Sk Menuang
- ✓ Help with member registration at Library Limbang
- ✓ Be photographer



Figure 3.1.11: Joy of painting with the girls



Figure 3.1.11 (a): Performance from Bisaya community Kampung Bidang



Figure 3.1.11 (b): Fun activity with students from Sk Menuang

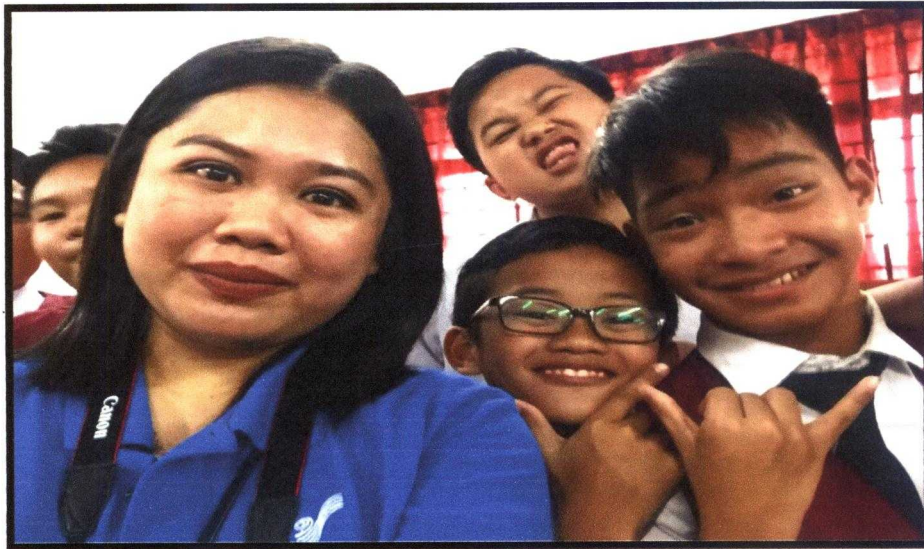
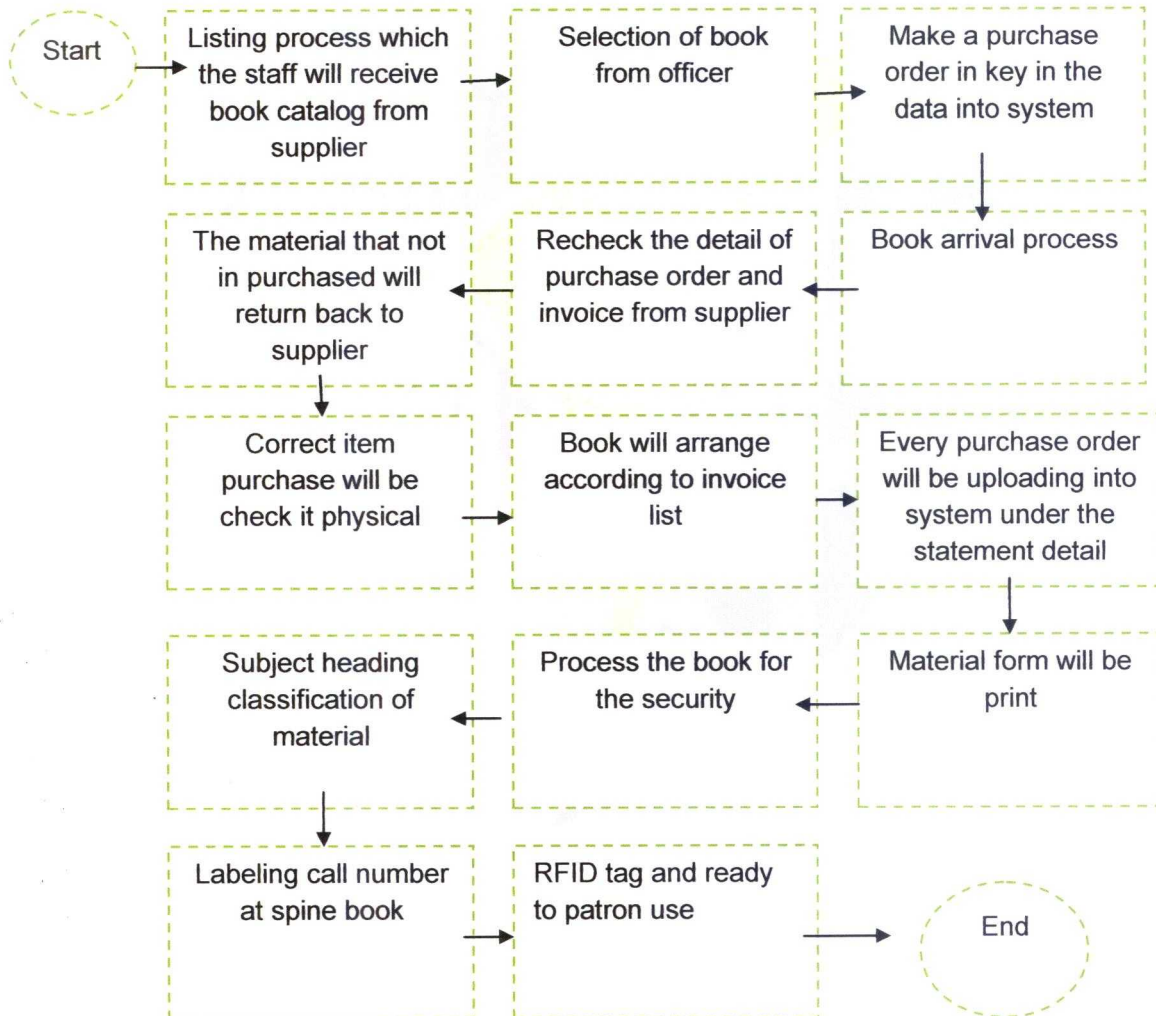


Figure 3.1.11 (c): I with the supporting student

3.1.11 Technical Services division

13th November I and my friend under the technical services division. First day at the technical division I under the acquisition units assigned by Encik Ahmad Shamsudin. I learn the acquisition process from Encik Muhammad Nizam Abang Takip and Puan Georgina. Below are workflow of acquisition process that I learn from Technical Services;



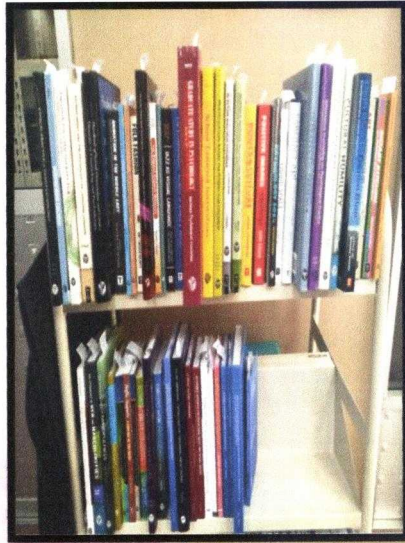


Figure 3.1.11: Book receiving from MPH

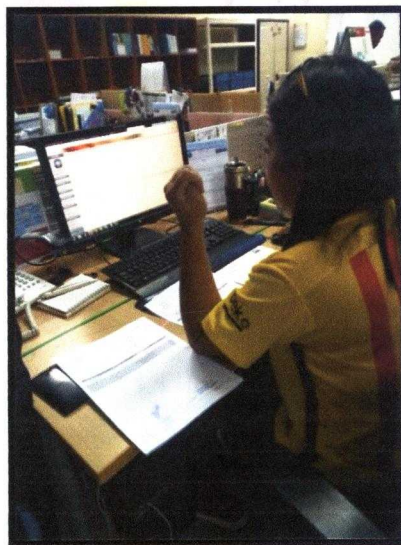


Figure 3.1.11(a): Key in a data into system

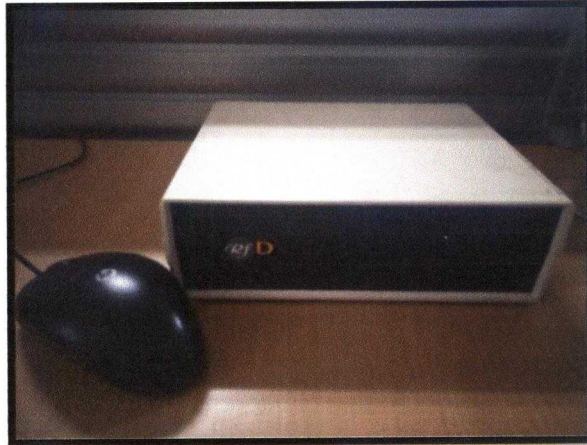


Figure 3.1.11(b): RFID Tag

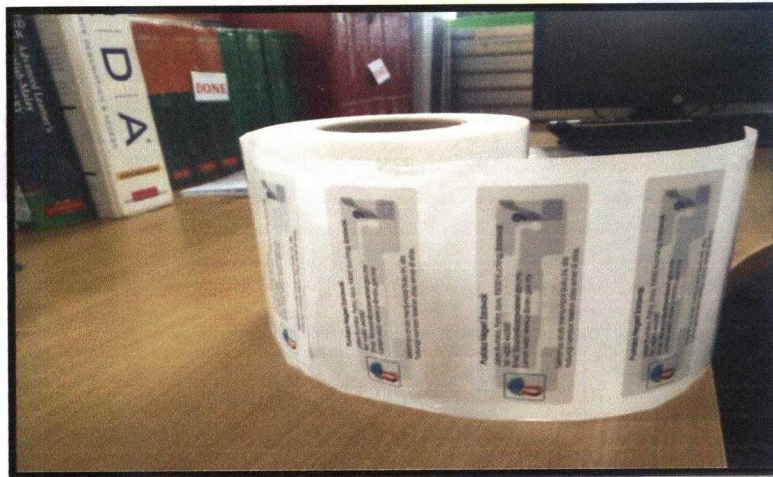


Figure 3.1.11(c): RFID barcode



Figure 3.1.11(d): Print tool for call number



Figure 3.1.11(e): Laminated print



Figure 3.1.11(f): Tool for book process

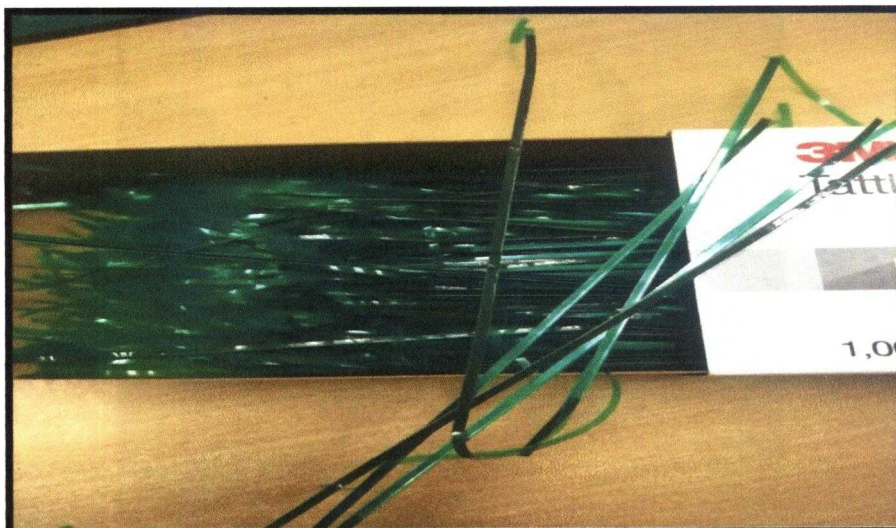


Figure 3.1.11(g): Magnetics strips



Figure 3.1.11(h): Transparent stamp of pustaka

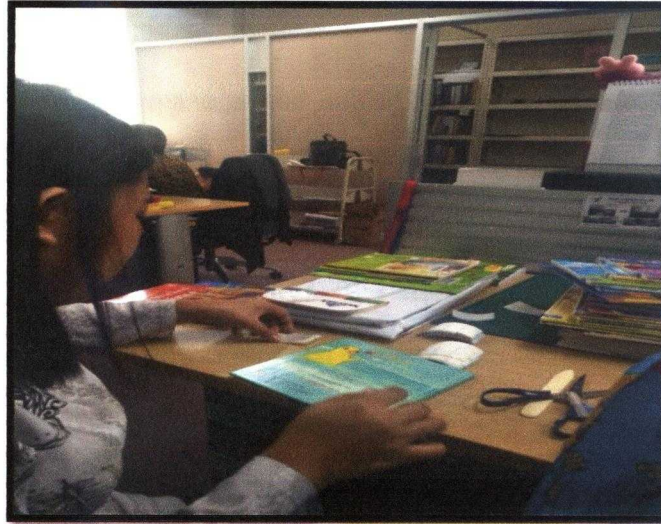


Figure 3.1.11(i): Book process technique

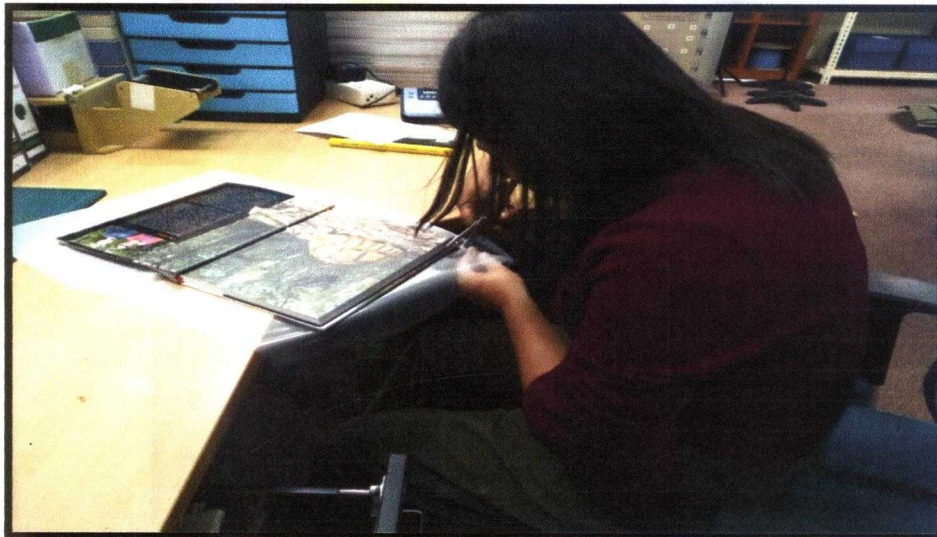


Figure 3.1.11(j): Jacketing hard cover book process

3.1.12 Newspaper process and sorting

I also learn how to manage and sorting the newspaper from Encik Nizam. He explains that newspaper will deliver every day. The newspapers that come early mornings are from See hua daily, Sin Chiew, Utusan Borneo and Borneo Post. At afternoon Utusan Sarawak and Sarawak Post will deliver. The newspapers have 3 copies except for mandarin newspaper. This newspaper need to stamp with MMG, Technical and CM stamp. The newspapers will deliver to 3 places that is Corporate Management Building, Multimedia Gallery and Technical services. After one month the newspaper will kept in store. Puan Georgina teach me how to sort newspapers according to its publishers, months and dates it need to be arranged from the previous until the latest one so that it will be easy to retrieved when there is any requirements from the user. Newspaper from MMG, in range 3 months above will be kept for reference but the newspaper from other place will be dispose.



Figure 3.1.12: Stamp that use to verify newspaper each location

3.1.13 Cataloguing and Bibliographic verification

▪ What I had learn

- ✓ Encik Anwar Adenan giving me a 5 books to be catalogued
- ✓ The book that he gives to mostly from local and motivation book
- ✓ He giving me manual marc 21 sheet because he want to check the cataloguing that I do is wrong or right
- ✓ He tech me how to find the call number and subject heading with very fast way.
- ✓ He asks me to find a call number at union catalogue, world cat and z39.50.
- ✓ If the call number is not create, and it my task to find call number and subject heading. Encik Anwar also teach me how to refer the Dewey Decimal Classification.
- ✓ The most challenging part is to catalogue the computer science and mathematics book. I confuse to choose it classes.
- ✓ Besides that, Encik Anwar also teaches me on how to make a bibliographic verification through ANGKASA system.

3.2 Special Project

3.2.1 Miri International Coastal Day and World Clean Up Day 2018

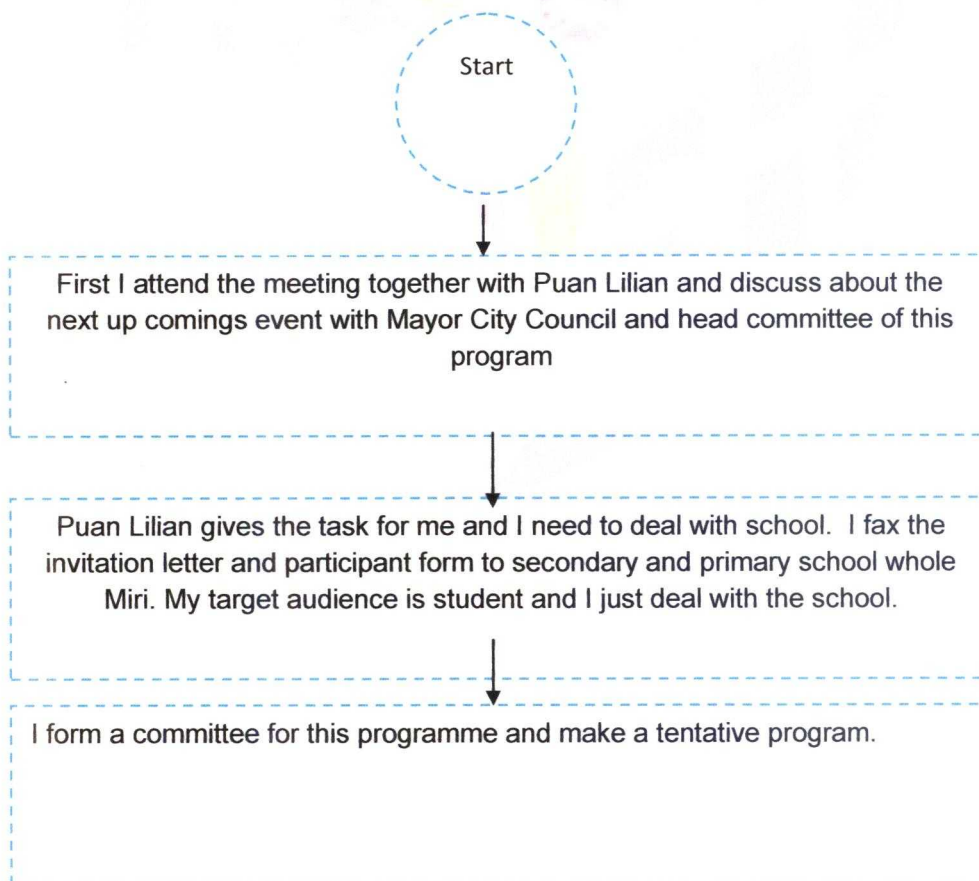
I assigned by Puan Lilian to handle this special project. I have 1 month to set up this event.

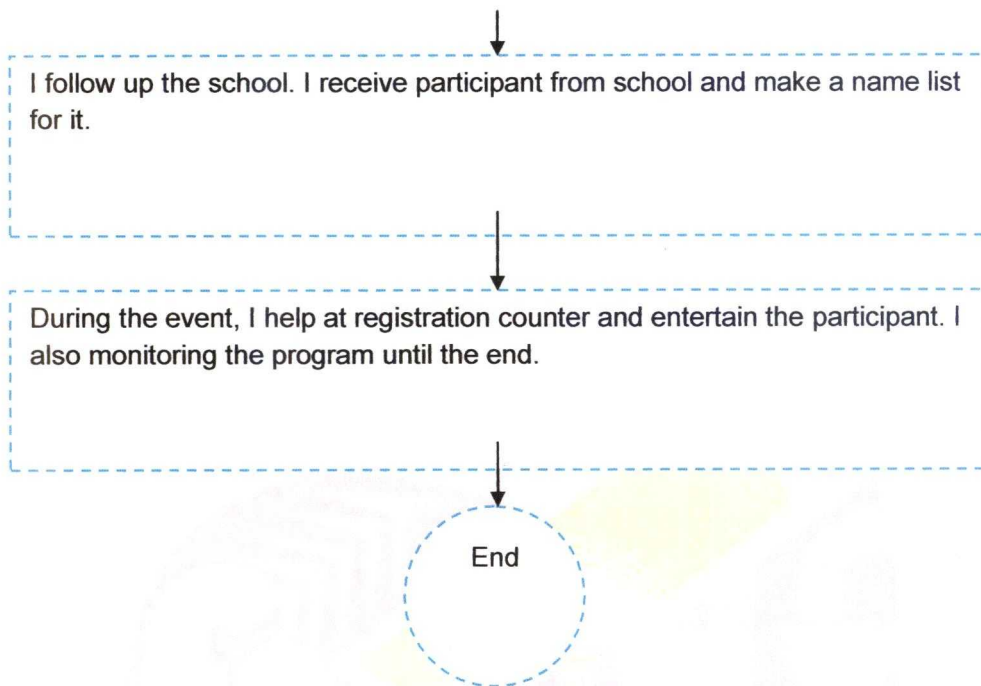
Puan Lilian guide me on how to manage this program. The objectives of this event are:

- To reminds the community the awareness of cleanness environment
- To kept the clean and beautiful beach
- To build the responsible people about environment

Location of my event is at Marina Beach.

Below are my workflows during the implementation of my project;





3.2.1.1 Challenges

The challenges that I faced during this event are;

- ✓ Very hard to deal with school in rural village
- ✓ Miss communication and interpret information
- ✓ Hard for me to assign the committee because the staff have they own commitment

3.2.1.2 Recommend

I would like to recommend

- ✓ Staff need to join the program until the end
- ✓ Organizational structure that perfect



Figure 3.2.1: I with the student bring the rubbish



Figure 3.2.1: Last participant that help us clean all

3.2.2 Mobile Story Telling at Tadika Pujut Adong

3.2.2.1 Before the event

- ✓ We propose at our supervisor to make a special project at kindergarten school
- ✓ She assigned us to deal with the Teacher at Tadika Pujut Adong
- ✓ We choose Tadika Pujut Adong as our special project location
- ✓ Cik Emmleya email the invitation to the school
- ✓ I create tentative program and committee
- ✓ Cik Cassandra send email about the committee program to staff
- ✓ We had one week to prepare
- ✓ We discuss among us that we want to make a Puppet show storytelling and digital learning tool and handicraft.
- ✓ I request the food and we bring a Dedeq Clown in our special project and have a deal with finance.
- ✓ We prepare the material that we bring to the Tadika Pujut Adong
- ✓ Make a final check list the item that we want to brings
- ✓ Cik Cassandra handle the gift

3.2.2.2 During and after event

- ✓ We set up the projector
- ✓ Breakfast
- ✓ First activity we had a dance exercises with kids
- ✓ Learning about “ Mr Dino Worlds and Bella Family”
- ✓ Puppet Show storytelling
- ✓ Have fun with Dedeq Clown
- ✓ Small closing ceremony

- ✓ Setting up and go back to Pustaka.

3.2.2.3 Objective programme;

- ✓ To bring a fun learning to the kids
- ✓ To introduce the learning tools that effective in kid learning process
- ✓ To share the happiness with the children

3.2.2.4 Committee of program;

Coordinator: Lilian Baun Pulo

Corrdinator Assistant: Cassieafiefie Anak Telesa, Cassandra Anak Rajen ,Emmylea Anak Kayan

Committee registration: Emmyleya Anak Kayan

Committee of gift: Cassandra Anak Rajen

Emcee: Cassieafiefie Anak Telesa

Committee of Promotion: Suria Sonia Ahip Abdullah

ICT Committee: Mohamad Rasyeddin Abdul Karim

3.2.2.4 Challenges

During this special project my big challenges is time. We don't have enough time to prepare good props for our puppet story telling. We also had a limited committee to help in prepare for our props. We use recycle items to our props. I also face the problem in require payment for food and our special guest from finance because it was my first time to handle it.

3.2.2.5 Recommend

- ✓ Preparation for activity one month before the events
- ✓ Choose a best date for us to handle our special project
- ✓ Briefly explain tentative program to the committee and the person who join the program



Figure 3.2.2: I with the committee of our special project

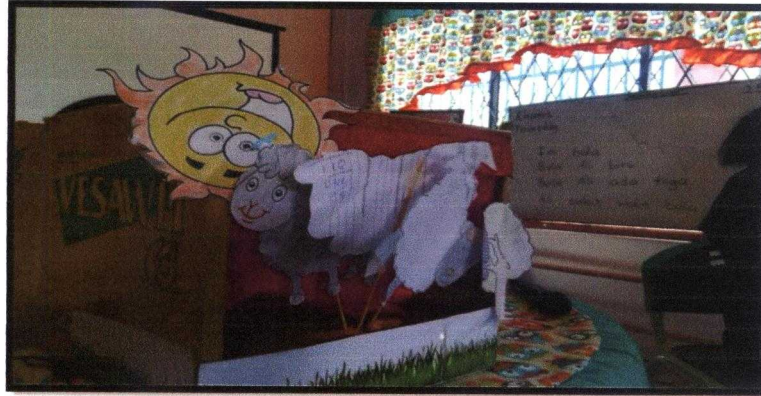


Figure 3.2.2 (a): Puppet story telling time



Figure 3.2.2 (b): Fun time with Dedeq Clown

**CHAPTER 4:
LIMITATION
AND
RECOMMENDATION**

4.1 Application of knowledge, skills and experience in undertaking the task

During my internship at Pustaka Negeri Sarawak Miri, I have learned lots of positive things from this organization. I also applied knowledge about what I learn from my degree studies in the information management. Sometimes, I see a negative vibes at work environment but I take it as good challenging to me to face the bad situation especially when I deal with cranky patron. Moreover, through my training practical report I also gain knowledge and skills in library management as listed down below:

✓ Patient

I admit I am sensitive person and I type that will respond back when there something that make me unsatisfied. But, during my internship I need to control my temper and accepted the entire fault even though it not yours faults. At here I learn to be patient and manage the situation with a good. I had faced the situation when I deal with the cranky user. It very hard for me to deal with him because he never listening what I had explained to him. I almost cry and yell at him but Puan Norayah beside me remain calm and listening to the patron that nag at us. After that, Puan Norayah apologise to him, because it is the library rule that need identity card in all transactions occur that him need to follow. Puan Norayah tell me, when you faced that kind of the patron, you need to stay calm and listen to every words come from him mouth. After he stop talked, you beg for apologise even though it not your fault. If we explained in a good manner to them, they will never listen because they in the anger state. It better we let he and ourselves in a good state to avoid any bad situation. Start from that, when I deal with cranky user I will remain calm and always smile even though they yell at me. Mohd Awis Abu Bakar also my inspiration to be patient. He always calm to manage all the task given to him and manage to handle other jobs very well even though the task it not his responsibility. I had thought to myself to be a patient is very hard

task at the first time but when you learn how to manage your anger and remain calm it very benefit things to do. Being patient in your daily life, you can manage a good relationship with other and enjoy your happy life.

✓ Public Relation and Communication Skill

When it becomes to the public and you need to communicate with them, I admit I at worst state on how to make a good rapport and communicate with them. During my internship at here, I learn how to make a public relation with the community and Pustaka Staff. For first time, I feel so shy to approach staff but they will tell and teach you how to do work. If there anything else you don't know, just ask they will tell you. After a month at pustaka, I manage to have a good relation with the staff and have a joking with them. When it related to public relation with community it was big challenging to me. I assigned by my supervisor Lilian Baun Pulo to handle a big event for the first time. First of all I blank and I don't know what to do. Puan Lilian Baun Pulo brought me to meeting with Mayor of Miri City Council and other community of the event. It my first time to meet with other that have a good background. After the meeting, Puan Lilian assigned me to handle the programme and deal with school. I fax a participant letter to all school. I observe my serve that my communication skills are better from my very first time. I build up my communication skills when I need to contact the school for my follow up event. I can handle it pretty well and I managed to deliver information from the person to other with good information. From many event and activities at Pustaka Negeri Sarawak Miri, I met with other staff from government and exchange my phone number with them and meeting a new friend from other place and different race.

✓ Punctuality

Punctuality is common thing that we always hear. But to be punctual person is very hard to apply in our daily life. During my life at the university, I always come late to class lesson. When I at my internship, I need to come early and become a punctual person. I managed to be a punctual and come before 0800 a.m. All the attendance list will be recorded by the Bioscan system, it need for you to come according to right time. At here I learn to manage my time very well. I learn it so essential to be punctual so that you can prepare early for the task on that day.

✓ Responsibility

Responsibility as a student and employee is different things. When I student my responsibility is attend class and graduate on time. During my internship at here I learn be a good worker you need to be a responsible person. I realized the task that given need to done as soon as possible because it your responsibility to make it success. Example, my supervisor give me task to handle a big event "Miri International Coastal and World Clean Up day 2018", it my responsibility to make the event successful. I need to monitor the program from the beginning until the end. Anything that happens before, during and after the event is my job to handle it all. I also learn that responsibilities not only do our task, but we need to be a responsible to ourselves by take a good care of our own health.

✓ Experience the job as librarian and understand well the theory that I learn

During my internship at here, job as the librarian not only become a cataloguer but more than that. I learn it from my supervisor Lilian Baun Pulo. She as the main head of information services also reference librarian and also the person who engage with community through event. To be a librarian, you need to have a good rapport with the community because it easy way to promote the library services. I also learn that be a

cataloguer in the work environment it not hard as you learns. The cataloguer at technical department teaches me the quick way to catalogue the book. I can understand well the workflow at the library management fields rather than I learn it in theory. From my internship I start to fall in love with the librarian job. There so many things I need to do when I become the librarians. I want to brings the knowledge and technology to my village people because some of young people at my longhouse still lack of knowledge and zero awareness about the important of knowledge for their future.

4.2 Personal thought and opinion

Five months at Pustaka Negeri Sarawak Miri I learn new things whether it positives or negatives vibes. My first time I always imagine that intern will bullied by the staff and I so scared to start my internship day. I also believe “don’t judge the book, by it covers” when you see someone that have a fierce personality don’t too quick judge because the person is not same as your expectation. From the internship it helps me build myself confident level and positive thinking toward work environment. There are some of my personal thought and opinion about Pustaka Negeri Sarawak, Miri;

- ✓ Conducive place for working

The building of Pustaka Negeri Sarawak Miri is so beautiful from outside and inside. The facilities that serve to worker are so nice and good for work environment. Each of worker office has a pantry. It also serve a own toilet staff for staff and staff not bother to share with public. For those Muslim, pustaka also has room prayer for them at the basement. Pustaka Negeri Sarawak, also take a good care for their staff healthy . They serve gym and give an ergonomic personal computer tools for staff. There also has the “Kiosk Makanan” that can serve food to the staff and patrons. The facilities and services that serve by pustaka is very

satisfyingly. Pustaka Negeri Sarawak Miri also has a "Fragrance garden" that can release staff tension by go there in reset time.

✓ Friendly and take a good care

The staff at Pustaka Negeri Sarawak is very friendly. All the staff is so good and nice during my internship day. They always bring food and invite us to eat together. They always smile when they see you outside. They also like to play around and joking with each other. I can't stop laugh when they start tease each other especially when they join any competition that held by pustaka among the staff. Every of my single day full of laugh especially when I at technical services. You can work and do your task with happy when there have entertainment by staff. I admit they are so funny and I can enjoy my work day. The staff at pustaka also takes a good care to us intern. They always remind us to eat first. They also remind us to take breakfast before work. They also very considerate person. When I sick they tell me to leave and take a rest at home.

✓ The special collection is rare and unique

It is my first time to see the first ever library that publish a book that related to history of community that stay at Sarawak. This library is become a medium to outsider people to know and learn about native people at Sarawak. They also make a book about culture and race people at Sarawak. I very proud because Pustaka still maintain the history and achievement and development of Sarawak as they collection. As we know, it very hard to find the information about Sarawak. This is the best way to promote and spread a knowledge about Sarawak. During my internship, at Pustaka Negeri Sarawak Miri, they are on process to publish the book about "Jatti Marriek."

✓ Best Partner Knowledge

Frankly speaking, pustaka is one of the best medium to distribute the knowledge among the community. People not only come to pustaka to seek for information but pustaka itself come to the community and sharing knowledge with them. I feel so blessed because pustaka willing to share they knowledge with the community at rural area. They go to longhouse that very far from the urban area and sharing the knowledge with the community. They don't care how difficult to reach the area as long as they mission successful. They have one project that call "Kembara Ilmu" and I very interested with this because they go to rural area teach and spread the knowledge to people at here. They are very successful in making pustaka as the best partner knowledge. If I have a opportunity with pustaka in future I really hope I can join this project to bring a knowledge to my community.

4.3 Lesson Learnt

During my internship at Pustaka Negeri Sarawak Miri, I had learned that you need to grab the opportunity. As the intern you need to show the organization that you capable to do anything just like the staff. You want they to treat you like a staff and believe you can do task given. When my supervisor assigned me to handle the event, I was really grateful because they know your potential in doing the task. When handle the event you need to evaluate yourself whether the program is doing well or instead. When you in free time, you need to find a work and grab any opportunity. I always ask myself, what wrong is with me when my name is not in the committee of activity. That I not perform well during me handle the activity. Because of this question on my mind, I always seek for the task. When my name is not listed at the committee program I will ask staff pustaka that I willing to help and join them. By doing like that, it can make me satisfy that I have my contribution for

them. It very awkward situation if all you friends joins but you not. I am so thankful to pustaka staff because involved me in every activities at pustaka whether it on-site or off-site.

Second lesson that I learn during my internship is be an active person. You need to make a good relationship with the staff. You must not shy to ask anything that you want to know. Every task that given to you, you must ask the staff how the things work. Such as how to renew the overdue library material through the phone. You need a guide from the staff and seek assist from them. You need to become a talkative person in order to seek for the knowledge. No matter what happen, you need to become active person to gain the knowledge. I also love to be friend with the security, cleaner and Encik Malik the batik painting. I gain some knowledge from them about the work environment and help me a lot when it comes to activity.

The third lesson that I learnt during my internship is be open minded. I learned how to accept any criticism and comments regarding to my work. All the criticism as the indicator for me to do better task in future. I will accept the advice with open heart and promise to do better. If I cannot do a task given, I will ask for help from the staff. I always ask for apologized for what I doing wrong. Any lesson that I learn from staff about work I accept it and apply it. When the staffs approach me that the way I receive a call is not suitable, I will ask the suit way from them and want they teach me on how manner to pick up the phone.

The last lesson that I learnt from my internship is become a good leadership as my supervisor Lilian Baun Pulo. I learnt that I need to be flexible to my co-workers. I will take a good care for my team because they also in the same journey me. I will accept any idea from my co-workers and I would like to recommend a day of sharing opinions with them.

4.4 Limitation and recommendation

Starting at any experience experimenting with new things throughout everyday life, there are dependably restriction and suggestions in regards to the specific experience. Same goes to my experience going through my internship at Pustaka Negeri Sarawak Miri. Listed below are some of the limitations and recommendations regarding my industrial training experience;

Limitation;

I think the time I attach at Technical Services is not enough. I want to stay longer at technical services to learn more about cataloguing process. We attach at Information Services for a long period and we have a limited time to learn about other units. The limitation that I can see is not enough staff to cover at information services. It because half of the staff joins the seminar at Kuching and the staff who stay can't cover the counter services. I faced the problem when I need entertain a visit from school and monitor the counter. Ending up, I late for my lunch. I also realized that the signage at Pustaka Negeri Sarawak is not effective way to show direction to patron. Patron always asks the direction of toilet and other buildings at pustaka. Refernce services desk, not to active.

Recommendation:

- ✓ Fair schedule for intern when attachment at other department
- ✓ Hired more staff or take volunteer to help the management
- ✓ Interactive signage for user
- ✓ Hired a librarian that only manage the reference unit and not engaged with other commitment.

5.0 Conclusion

To summarize my internship during my 5 month at here, I learn lots of things at environment work. I learn to be a responsible person for my future when I handle the task given. I feel so thankful for my aunty family who take a good care of me. I feel like I am not far from home. . Besides that, I would like to value my experience during my internships as the worth knowledge that I gain. The knowledge that I learn from the organization will be apply in my daily life. I am get and gain a great deal of encounters, abilities and learning from my first day and until end as I am presented to the real workplace and consistently I had manage the genuine circumstance that required me to settle on a choice dependent on the experience, information, direction and advice from the library staffs.

6.0 REFERENCES

Faculty of Information Management Universiti Teknologi Mara (2015). *Industrial Training Handbook*.

Sarawak State Library Official Website.(n.d.). Retrieved from <http://www.pustakasarawak.com>

Appendices

Rekod kehadiran Pelajar Praktikal Pustaka Negeri Sarawak Miri

Nama Pelajar: Cassieafiefie Telesa

Tempoh Praktikal : 01 Ogos 2018 - 28 December 2018

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01-Guard Room	04-Oct-18 7:10:28 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	04-Oct-18 9:43:21 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	03-Oct-18 7:17:41 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	03-Oct-18 9:52:04 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	02-Oct-18 7:02:32 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	02-Oct-18 10:05:44 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	30-Sep-18 6:01:28 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	30-Sep-18 8:34:10 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	29-Sep-18 6:07:12 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	29-Sep-18 7:41:02 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	28-Sep-18 7:02:04 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	28-Sep-18 9:56:04 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	27-Sep-18 7:02:13 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	27-Sep-18 9:57:57 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	26-Sep-18 7:05:45 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	26-Sep-18 9:36:24 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	23-Sep-18 6:02:31 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	23-Sep-18 8:44:26 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	22-Sep-18 6:01:49 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	22-Sep-18 8:27:31 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	19-Sep-18 7:01:08 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	19-Sep-18 8:02:14 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	18-Sep-18 7:00:40 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	18-Sep-18 9:35:25 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	13-Sep-18 7:00:56 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	13-Sep-18 8:27:47 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	12-Sep-18 6:01:29 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	12-Sep-18 9:39:42 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	06-Sep-18 7:02:18 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	06-Sep-18 9:55:56 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	05-Sep-18 7:00:54 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri

01-Guard Room	05-Sep-18 9:44:46 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	04-Sep-18 7:01:34 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	04-Sep-18 9:15:41 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	03-Sep-18 7:02:13 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	03-Sep-18 9:16:04 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	30-Aug-18 7:01:32 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	30-Aug-18 9:20:32 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	29-Aug-18 7:02:36 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	29-Aug-18 9:15:20 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	28-Aug-18 7:03:07 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	28-Aug-18 9:12:14 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	27-Aug-18 6:59:45 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	27-Aug-18 8:20:32 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	26-Aug-18 6:03:18 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	26-Aug-18 8:41:25 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	23-Aug-18 7:01:51 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	23-Aug-18 9:17:40 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	20-Aug-18 7:05:10 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	20-Aug-18 7:05:10 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	19-Aug-18 6:03:00 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	19-Aug-18 8:40:18 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	17-Aug-18 7:00:26 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	17-Aug-18 8:56:16 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	16-Aug-18 6:03:32 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	16-Aug-18 7:45:11 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	15-Aug-18 7:02:10 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	15-Aug-18 8:14:01 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	13-Aug-18 7:03:18 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	13-Aug-18 8:32:51 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	12-Aug-18 6:03:14 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	12-Aug-18 8:28:04 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	11-Aug-18 6:05:24 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	11-Aug-18 8:05:52 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	09-Aug-18 5:03:54 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	09-Aug-18 8:32:33 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	08-Aug-18 6:57:08 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	08-Aug-18 6:57:08 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	06-Aug-18 5:38:39 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	06-Aug-18 5:38:39 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	05-Aug-18 5:07:04 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	05-Aug-18 5:07:04 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	04-Aug-18 6:21:06 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	04-Aug-18 7:26:42 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	03-Aug-18 8:46:32 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	03-Aug-18 9:34:28 AM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	02-Aug-18 7:04:55 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri
01-Guard Room	02-Aug-18 12:34:51 PM	Access(Fingerprint)	Cassieafiefie	Pustaka Miri

Horizon



PERSEMBAHAN Kelab Rotary Miri mengadakan aktiviti sebela-bela yang mudi mudi sekolah di sekitar Kampung Bidang, Limbang.



PERSEMBAHAN Kelab Rotary Miri mengadakan aktiviti sebela-bela yang mudi mudi sekolah di sekitar Kampung Bidang, Limbang.

Kelab Rotary Miri jayakan misi kesihatan

Dah Yulin Bang

PERTUBUHAN bukan kerohanian (NGO), Kelab Rotary Miri buat jujung kali mengadakan misi perubatan ke Kampung Bidang, salah sebuah perkampungan masyarakat Bawag di Limbang.

Mu ke-10 ini melibatkan 21 ahli sukarelawan terdiri daripada Kelab Rotary Miri. Tiga doktor termasuk seorang doktor gigi dan dua orang pegawai Hospital Umum Miri, Klinik Basista dan Klinik Desa Batu Dangkal.

Aktiviti melibatkan misi termasuk mengadakan misi kesihatan kepada penduduk Kampung Bidang dan kampung-kampung yang berdekatan seperti Kampung Lembau, Kampung Mabalong, Kampung Paritak dan Kampung Terumbu. Sepanjang program



PERSEMBAHAN KESIHATAN Kelab Rotary Miri mengadakan misi kesihatan dan pendidikan untuk mudi mudi sekolah di Kampung Bidang, Limbang hari-hari ini.

PERSEMBAHAN Kelab Rotary Miri mengadakan misi kesihatan dan pendidikan untuk mudi mudi sekolah di Kampung Bidang, Limbang hari-hari ini.



PERSEMBAHAN Kelab Rotary Miri mengadakan misi kesihatan dan pendidikan untuk mudi mudi sekolah di Kampung Bidang, Limbang hari-hari ini.



Kasih kepada Rotary Miri dan Putaka Negeri Sarawak Miri kerana memilih kampung tersebut.

"Kami berharap program ini dapat memberi manfaat kepada masyarakat setempat yang tinggal di kampung-kampung tersebut. Kami juga berharap program ini dapat memberi manfaat kepada masyarakat setempat yang tinggal di kampung-kampung tersebut."

ini, bersama 200 orang sukarelawan mudi mudi sekolah membuat misi kesihatan dan pendidikan untuk mudi mudi sekolah di sekitar kampung-kampung tersebut.

Selama 110 mudi mudi sekolah daripada

lima kampung terlibat menerima teg sekoloh yang berisi kesihatan dan pendidikan. Di samping itu, juga telah dibentangkan program-program kesihatan dan pendidikan kepada mudi mudi sekolah.

menjalankan perkhidmatan kesihatan kepada mudi mudi sekolah termasuk pemeriksaan RODO, pemeriksaan gigi dan pemeriksaan kesihatan umum.

terhadap Boyle dalam uraian perubatan memu-kras kesihatan mudi mudi sekolah yang tinggal di kampung-kampung tersebut.



PERSEMBAHAN Kelab Rotary Miri mengadakan misi kesihatan dan pendidikan untuk mudi mudi sekolah di Kampung Bidang, Limbang hari-hari ini.



BERKAITAN Sukarelawan Kelab Rotary Miri yang menjayakan misi perubatan ke Kampung Bidang di Limbang hari-hari ini.

9月國際海灘清潔活動

台青商會也來獻力



全体来宾在为美里国际海滩清洁日及世界清洁地球日活动召开新闻发布会后，一同展示宣传横幅。前排左二起为北砂新闻从业员协会会长杨万勇、美里市长俞小珊及自然协会美里区部主席伊巴阿都拉。

【美里9日讯】配合全球各地同步进行的国际海滩清洁日及世界清洁地球日，美里国际海滩清洁活动及海洋循环物创意展览竞赛将分别在9月15日及16日（星期六及日）举行。来自台湾宜兰国际青年商会约12人将参与这项在砂拉越及美里首度举办的国际海滩清洁活动。

美里市长俞小珊今早召开新闻发布会时，如是表示。

2017年至2019年度马来西亚自然协会美里区部主席伊巴阿都拉说，主办方放眼超过1200人参与这项活动，为维护海滩清洁致力。

“我们希望鼓励更多民众共同参与，国际青年商会将透过社交媒体进行宣传，而北砂新闻从业员协会会员也将积极报导及推广。”

上述两大活动除了是配合每年9月第3个周六的国际海滩清洁日及第3个周日的世界清洁地球日，亦配合9月16日举行的国际海难年及55周年马来西亚日法典。

由马来西亚自然协会美里分会主办，获得美里市政局21世纪地方议程及社区发展工作小组、北砂新闻从业员协会、美里州图书馆、美里国际青年商会、罗东国际青年商会、廉律国际青年商会及美里滨海城COCO CABANA协办的国际海滩清洁运动将于9月15日（星期六）早上7时至10时在美里滨海城海滩举行；海洋循环物创意展览竞赛则于9月16日（星期日）早上8时至下午1时在美里滨海城COCO CABANA举行，评审员当天早上将作为参展作品评分，并在中午12时举行闭幕及颁奖礼。

■海洋循环物竞赛供报名

海洋循环物创意展览竞赛是公开让学校报名参加，每支参赛队伍由3人或最多4人组成，每所学校最多只限派出3支参赛队伍，每支队伍只限呈交一份参展作品，规格为36寸宽、36寸长及72寸高（不可低于12寸），作品材料须是取自美里海滩循环物或废物，在海

滩拾取供制作的作品材料时需拍照为证。

这项比赛分成3组，即小学组、中学组及高教组，每组设有冠亚军，得主分别可获得现金500令吉、300令吉和200令吉，以及5份安慰奖各100令吉；皆获一份奖杯及证书。另设有最佳马来西亚自然协会美里分会环境永续奖250令吉现金和证书，以及全场最受欢迎参展作品奖200令吉现金。

参赛表格早已发放，报名费一律全免，有意参赛的校方可向美里市政局21世纪地方议程或社区发展工作小组或美里州图书馆索取。9月7日（星期五）为呈交参展作品报告书和报名的截止日期。

国际海滩清洁日及世界清洁地球日是项全球同步进行的清洁活动，旨在提倡及加强人民对海洋与环境保护清洁的重要性，透过社区与人民的共同努力，为全球海滩展开清洁活动，唤醒全民重视海岸清洁及维护的重要。

市長：垃圾重複衝上岸 海灘清潔不易

【美里9日讯】美里市政局于今年1月1日起启用的沙滩梳理机，在曾叶湾休闲走道海滩、罗东海边、瓜拉登嘉楼海边及布莱雅海边（Pantai Beraya），每周需前往4个海滩进行至少一次的清理工作。

另外，俞小珊认为，造成海滩污染的主要因素大致可分为人为与自然界，因此，海滩的清洁工作是项长期性及无法间断的艰巨工作。

人为的因素指的是部分缺乏公民意识的民众乱丢垃圾所造成的污染，而自然界的污染则是在沼泽地内有机物腐烂后流出海里造成。

俞小珊说，在提倡环保爱地球及维护环境清洁的立场上，当局极力呼吁民众提高公民意识，减少河流及海滩污染，但在应对因自然界因素下导致的污染情况则需要仰赖人力及机械的协助，进行长期性的清洁工作。

■每周最少清理1次

俞小珊解释，沙滩梳理机的服务路线集中在曾叶湾休闲走道海滩、罗东海边、瓜拉登嘉楼海边及布莱雅海边（Pantai Beraya），每周需前往4个海滩进行至少一次的清理工作。

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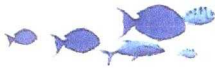
“美里海滩是重要的旅游景点，是吸引游客及在地人来访之地，保持卫生与干净的海滩将造福所有人。”

International
COASTAL
Cleanup



Certificate of Appreciation

This certificate is presented to



Cassieafiefie Anak Telesa

In appreciation for your voluntary services
MIRI'S INTERNATIONAL COASTAL & WORLD CLEAN UP DAY 2018
Beach clean up at Marina Bay Beach, Miri
15th September 2018

Handwritten signature of Petrus G. Young in black ink.

Petrus G. Young
Organizing Chairman
JCI Malaysia - Miri Zone

Handwritten signature of Adam Yil in black ink.

Adam Yil
Mayor
Miri City Council

Handwritten signature of Iqbal Abdollah in black ink.

Iqbal Abdollah
Miri Branch Chairman
Malaysia Nature Society

Endorsed by: Strategic Organizing Partners:



Sponsors:



No. Siri : PUSTAKA MIRI/18/ 1128



Sijil Penghargaan

Pihak Pustaka merakamkan setinggi-tinggi penghargaan kepada

CASSIEFIEFIE ANAK TELESA

Di atas kerjasama dan komitmen yang diberikan sebagai

Mentor Youth Digital Bootcamp

pada

10 & 11 Disember 2018

anjuran

Pustaka Negeri Sarawak, Miri



Arpah Binti Adenan
Timbalan Ketua Pegawai Eksekutif



SEKOLAH KEBANGSAAN MENUANG,
LIMBANG, SARAWAK.

Sijil Penghargaan

Dengan sukacitanya merakamkan setinggi-tinggi penghargaan dan ucapan
terima kasih kepada


CASSIEAFIEFIE ANAK TELESA
(950528-13-5720)

Telah memberi sumbangan dan khidmat bakti sebagai fasilitator bagi

**PROGRAM JANGKAUAN ILMU
UNIT PERKHIDMATAN KOMUNITI
PUSTAKA NEGERI SARAWAK, MIRI**

pada

15 OKTOBER 2018


.....
SAMSUDIN BIN BAKAR
Guru Besar
SK. Menuang
Limbang, Sarawak.

