



UNIVERSITI TEKNOLOGI MARA
FACULTY OF INFORMATION MANAGEMENT

INDUSTRIAL TRAINING REPORT

NATIONAL ARCHIVES OF MALAYSIA
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FEBRUARY-JUNE 2015

ABSTRACT

Industrial Training can exposure the students in order to gain real work experience in a related field of learning. The students will also build and enhance professional skills and knowledge gain that are closely related to needs of employment. These reports are made based on the facts and experiences that gained during the industrial training for five month. The contents of this report were explained about background of the organization, organization and information, industrial training activities and lastly the overall summary of this report.

Keyword : *Industrial Training, Internship, National Archives of Malaysia, Digitalization, Digital Archive*

ACKNOWLEDGMENT

Alhamdulillah at last, finally Industrial Training Report (IMC 690) was done. Although, it is not a simple task to do, but with determination I was able to complete this report on time. Thank you to God who lets me to finished this report on time.

Bunch of thanks, to my respected supervisor Madam Razifah Binti Othman with her guide and support in completing this report. I would like to thanks to my beloved parents because always give me an advice, motivation and giving such a spirit when facing a problem.

In addition, thank you so much to my beloved friends because give support and helping in completing this report. So that, I will easily understand and make this report completely done. Not forgotten, I would like to say thank you so much to all staff at Section Digital Archive at National Archives of Malaysia for giving me good cooperation in completing my industrial training report without them I cannot finish my report in proper way as required by Faculty of Information Management.

If there are still have a mistakes or lack of something in this report, I was really felt sorry for that.

Thank you.

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CHAPTER 1: INTRODUCTION

1.1 Background of the Organization



Figure 1: View of National Archives of Malaysia

The Public Record Office was established on 1 December 1957. After Malaysia became independent on 31 August 1957. In 1963, its name was changed into National Archives of Malaysia. In 1966, the National Archives Act was passed by the Parliament and received Royal Assent. In the same year, the Archives building at Petaling Jaya was opened. The National Library was established as part of the National Archives in 1971 but separated again in 1977. In 1982, the National Archives building on Jalan Duta was officiated.