



# PHS & U

| Connecting Library with APEX community

| Apr - Jun 2014



**USM**

UNIVERSITI  
SAINS  
MALAYSIA



PERPUSTAKAAN

# Zoom in: Media Services Division



## Introduction

Media Services Division provides a variety of media collection including videotapes, audio cassettes, DVD, CD-ROM, maps and others that supports teaching and learning activities of the university. This division is responsible to develop relevant media collection by acquiring, processing and giving loan services to the users.

Beside the materials, the division provides media equipment and facilities to support the usage of audio visual materials. The staff also need to ensure that the collections, equipment, and facilities provided by the divisions are up to date and always in good condition. To date, the total number of media collections now are around 30,000 titles and 80,000 items.

## Services

The services provided are as follows:

- Loan of media items e.g. videotapes, audiocassettes, slides, transparencies, kits and CAI Programs.
- Usage of media items in the Library individually or in groups.
- Audio room for the group listening of music/drama/speeches etc.
- Multi-media and CAI carrels.
- Usage of the Screening Room and the Multi-purpose Room which can accommodate 40 and 70 people respectively (prior reservation by academic staff only).

The services provided are as follows (continued):

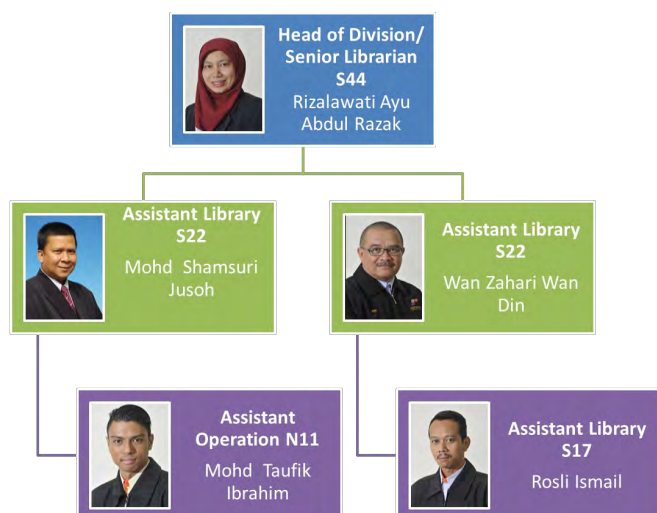
- Loan/usage of maps and aerial photos.
- Off-air recording (may be requested by academic staff only, in relation to their courses).
- Audio recordings for projects related to student's courses (e.g. sound effects, back-ground music etc.).
- No inter Library loan services

## General Rules

Loans	4 items for 2 weeks.
Reservations	Reservations may be made on items that have been borrowed. Refer to Media Counter.
Reservations for Video Table, Carrels and Audio	Daily reservations only.
Fines	Overdue fines will be for 10 cents per item per day.
Public and MIDAS members	May use media items in the Library only.
Off-Campus Students	May borrow out items during the Intensive Course. At other times usage is in the Library only.
Duplicating/ Copying	Duplication/Copying of media items from the Library Collection is strictly PROHIBITED.



## Organization Chart



## Contact



Telephone: 04-653 3722 (Head of Division)

04-653 3827 (Counter)



Email : ayu@notes.usm.my



Gramophone Collection



Media Staff processing videocassette collection



CD Collection



Process labelling Gramophone record



DVD Collection



Maps Collection



*Zoom in:*

## **PHS @KEMBOJA:**

# **Reaching to the Bottom Billions**

Knowledge transfer is one of the initiatives undertaken by PHS to contribute to the community. This program has started in 2010 where PHS has established a library for kindergartens and schools. PHS had shared the expertise and knowledge on library best practice and library upgrading process for three schools namely Sekolah Kebangsaan Syed Idrus, Chemor, Perak, Minden Kindergarten, USM and Lestari Ilmu Kindergarten, Pusat Islam, USM.

In 2014, PHS community services have been extended to the international level. PHS team involving 20 committee members from Jawatankuasa Hari Bersama Pelanggan and Jawatankuasa Kempen Membaca had successfully raised almost RM30,000 funds from USM community and the public to organize a program which is known as PHS@Kemboja: reaching out to the bottom billions which aimed to contribute to the under privileged community in Cambodia. The team managed to set up a library at Anni'mah School Kampong Cham, Pothi In, Cambodia on the 4–7 April 2014. The establishment of the library has enabled the school children to have better knowledge infrastructure. Besides the library, 32 wells and water pumps were constructed for the families lacking access to clean water around the village. These wells provide clean water supply which will be used by the community in Kampong Champ.









# Services @ PHS:

## Research Support: Mendeley and Google Scholar



Mendeley Workshop



Google Scholar Workshop

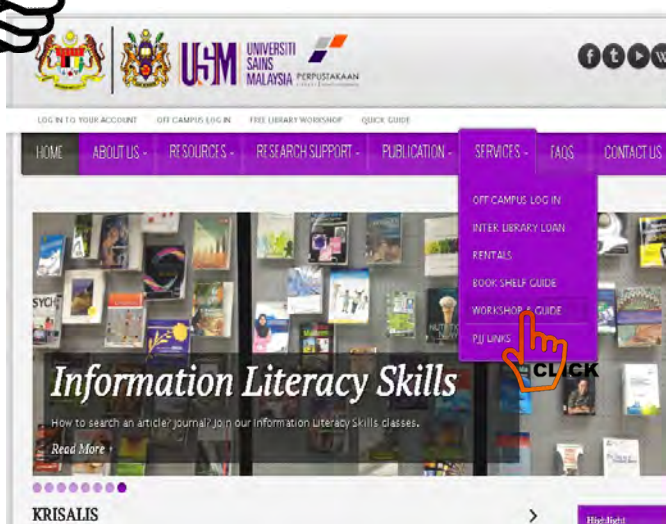
In March 2014, PHS has introduced new workshops known as Mendeley and Google Scholar. Mendeley is the free desktop and web program for managing and sharing research papers, discovering research data and collaborating online. It is free reference manager and academic social network that help researcher to manage and fully-search their references in seconds, cite as they write, and read and annotate research articles on any device. Google Scholar is a freely accessible web search engine that indexes the full text of scholarly literature across an array of publishing formats and disciplines. It searches specifically for scholarly materials such as journal articles, research reports, dissertations and theses, preprints, technical reports, patents, manuscripts in preparation, working papers and many other document types.

Workshops are handled by Spiress Team which was established to strengthen the reference support services provided by the library to the users. Spiress Team members are trained librarians who become experts on specific area of knowledge/skills. Users will be guided on how to speed up their research using both web program and increase their searching strategy skills to the advanced level.

Interested users may register online at library website [www.lib.usm.my](http://www.lib.usm.my). The workshop will be held at the Internet Station, Level 1, PHS.



Go to library website : [www.lib.usm.my](http://www.lib.usm.my).



Choose date and workshop you want to attend.

16 ILS (CRCJ)	17 ENDNOTE (NAK)	18 MENDELEY OPEN DAY (FULL BOOKED)	19 GOOGLE	20	21
22 ILS (NAK)	23 ENDNOTE (NOAA)	24 NO CLASS	25 CHRISTMAS	26 MENDELEY	27
				28	



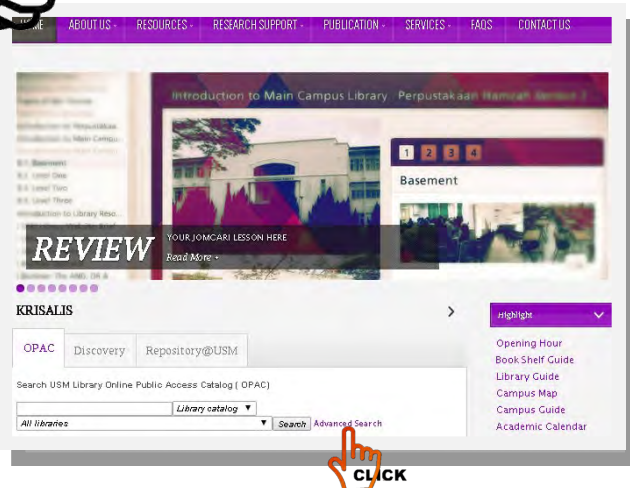
Fill in the form. Present yourself at Computer Lab, PHS on the registered date.

# Tips @ PHS:

## Search for Theses in the OPAC KRISALIS



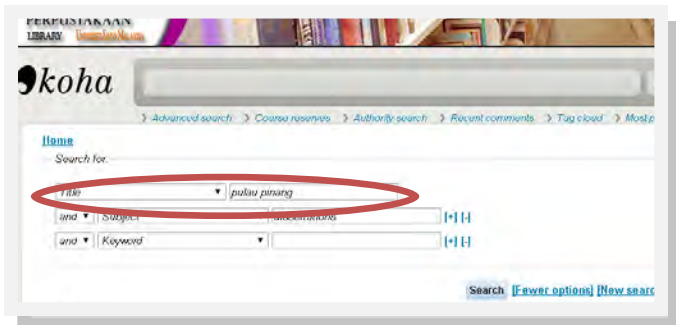
Go to library website : [www.lib.usm.my](http://www.lib.usm.my). Click on Advanced Search.



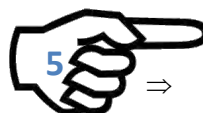
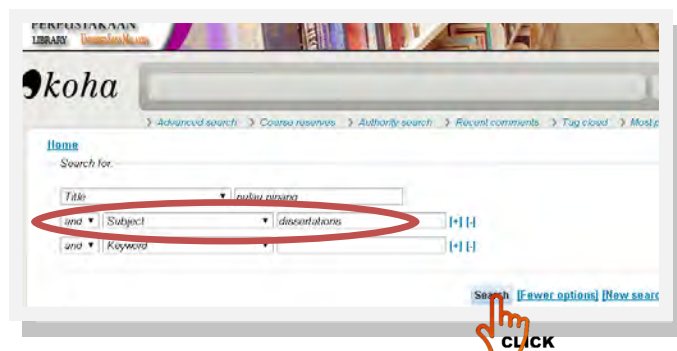
The results screen will give a list of theses. Click on the title of the theses to find out where it is located.



Type the title of your theses and use title as search criteria. You may also type in the name of an author (e.g. Cather, Willa).



For second search criteria, please use subject as search method and type 'dissertations' in the Search box. Click Search.

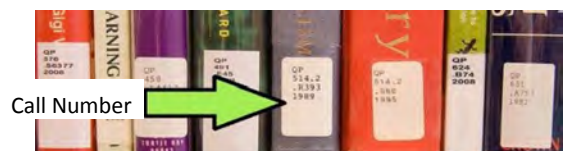


Additional notes:

⇒ Theses may be available at different library branches. Thesis is closed access materials. It can only be read and referred within restricted area in the Library.

⇒ A call number is an address. It tells you where the books or other library materials are located within the library.

⇒ On the book spine, the call number appears vertically, making it easier to locate on the shelves. Each book (or other item) has its own unique call number, which is taped to the lower outside edge of the book's spine.





# Happening @ PHS



**23 April 2014**

Let's Read Together For 10 Minutes program held in conjunction with World Book Day.



**29 May 2014**

PHS welcomes librarians and staff from Perpustakaan Sultanah Badlishah, UiTM Kedah.



**30 May 2014**

Prize giving ceremony for the winners of PHS Clients Weeks activities/competition.





**18 June 2014**

US Information Gateways for Education and Lifelong Learning Sharing Session by Mr. Gerard George, Director, Lincoln Resource Center, U.S Embassy, Kuala Lumpur .



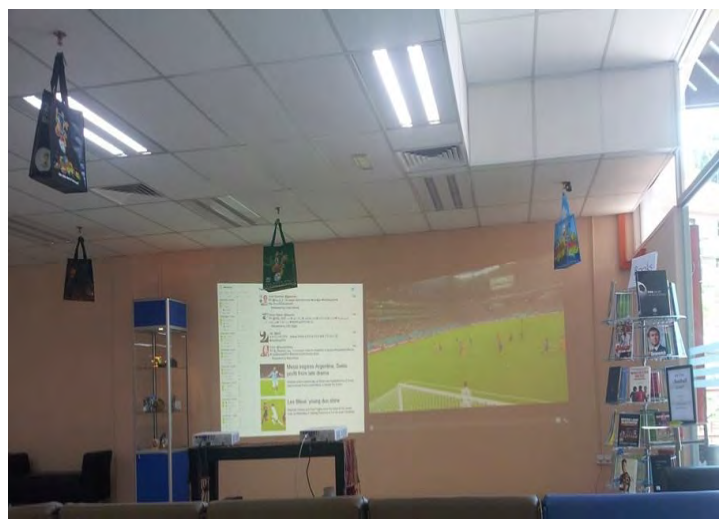
**18 June 2014**

PHS welcomes visitors from Raja Mangala University, Thailand.



**16 June 2014**

Football Lovers Exhibition @PHS, organized in conjunction with World Cup 2014.



## EDITORIAL BOARD

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