

Tun Abdul Razak Library, Institut Teknologi Mara Shah Alam, Selangor Darul Ehsan

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Introduction

The Library of the Institut Teknologi MARA (ITM) was established in 1960 under the Rural and Industrial Development authority (RIDA) at Petaling Jaya.

Later in 1972, a new permanent library building was completed at the Shah Alam Main Campus, and the Library was named TUN ABDUL RAZAK LIBRARY. (The late Tun Abdul Razak was the second Prime Minister of Malaysia).

In 1986, a second library was completed to serve the various faculties at the second Academic Complex. At present, there are 5 libraries (service points) at Shah Alam Campus serving about 26800 students (22,900 full-time and 3900 part-time) in the Main Campus. In addition to these libraries, there are eleven branch libraries situated at ITM branch campuses throughout Malaysia. They are in Perlis, Kedah, Penang, Perak, Melaka, Johor, Kelantan, Trengganu, Pahang, Sabah and Sarawak.

The total number of students for all campuses is about 57,000 student (48300 full-time and 87000 part-time).

Existing Library Facilities

The existence of a library is to serve its readers. In this context some of the services provided by Tun Abdul Razak Library are as follows:-

- i. Borrowing of materials
- ii. Providing reading areas/discussion room/24 hour room/carrel
- iii. Reference services
- iv. Photocopying services
- v. Bibliographic services
- vi. Browsing
- vii. Reservation services
- viii. Current Awareness services
- ix. Inter library loan
- x. Binding services

- xi. Indexing and abstracting (selected local journal)
- xii. SDI (on request)
- xiii. Internet services
- xiv. OPAC
- xv. Electronic Information Services
- xvi. Information literacy services

The library at the main campus and at all the branch campuses are in the midst of a computerisation program. Most of the library operations and the information retrieval system have been fully computerised. The modules that are fully operational and computerised are ACQUISITION, CATALOGUING and CIRCULATION whereas the SERIAL CONTROL MODULES and the INFORMATION RETRIEVAL SYSTEMS are not fully computerised yet.

The library uses the SISPUKOM, a locally created software (by ITM's Faculty of Information Management and a local software company-Paradigm) which is available commercially. SISPUKOM is a modular and integrated library system for library house keeping and user information systems which operate through modules.

The library has also constructed a homepage in the website in order to communicate with the other libraries. The address of the homepage is www.itm.edu.my (go to academic centres listing click T.A.R library).

The library collection (own database) can be accessed through the internet by using the QVT/net application.

Besides the library's database search, the library also provides other electronic services such as the CD-ROM search. The CD-ROM search is based on the CD-ROM that is available commercially in the market and acquired by the library either as a stand alone or on networking system.

The library also provides the ON-LINE DATABASE search. It is either based on locally created databases or international databases that are available commercially and subscribed by the library.

In addition to the CD-ROM search and on-line databases search the library also provides the internet databases search for its users. The users are free to search the available databases for whatever purpose.

The library has also introduced the MULTIMEDIA facilities to its users. The services is very popular amongst the student.

Future Plans

1. ILMU

Even though the computerisation program of the library is not completed, the library is planning to migrate to a new application system known as ILMU (Integrated Library Management Utilities) in the near future.

ILMU is the enhanced and upgraded version of SISPUKOM. The advantages of ILMU over the SISPUKOM is that ILMU is based on 'client-server' and ERL technologies and thus promise easy access to LAN, WAN and Internet. Data processing can also be done faster, in a more efficient and effective manner.

2. Document Imaging System

The library is in the process of buying the document imaging system. The acquiring of the Imaging system is important because the library is planning to digitise some of its selected collections and make it available as online databases to be used by its users throughout Malaysia.

3. Networking

The library will provide networking facilities so that information can be distributed faster, easier and more effectively. Local Area Network (LAN) together with facilities from Campus Wide Area Network will help the on-line information from the library to be accessed by all branch libraries.

4. Smart-card

The use of smart-card will be introduced to all library users. The card can be used for:-

- i. borrowing and returning of books
- ii. to pay overdue fine
- iii. to pay photocopying charges
- iv. Membership registration
- v. Payment for the library deposit
- vi. Security - 'auto door'

5. Computer Lab

The library has submitted plan to provide facilities for computer lab in the library. Since the library is open from morning until night the users can use the facilities at their convenience.

6. Shelf-check Charging System

The system helps to ease the load of the counter staff especially during the peak period.