



UNIVERSITI
TEKNOLOGI
MARA



UiTM DIGITAL LIBRARY

◎ SERVICES ◎ PROCESS
◎ COLLECTIONS

PERPUSTAKAAN TUN ABDUL RAZAK
<https://library.uitm.edu.my>

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FOREWORD

Assalamualaikum Warahmatullahi Wabarakatuh,
Greetings

Perpustakaan Tun Abdul Razak (PTAR) UiTM is committed to realize the aspirations of Universiti Teknologi MARA (UiTM) to continuously achieve excellence and uplift UiTM to the global level. Thus, improving the quality of the information delivery system has become the focus of PTAR in fulfilling the needs and expectations of our customers. PTAR has gone through four (4) phases of transformation before becoming a Digital Library. To ensure the library continues to be relevant and competitive, the library improves its service to its customers through service, collections and latest processes that conforms to the needs of teaching, learning and research in UiTM.

Multiple successes have been achieved, proving that PTAR is able to provide superior and quality service to meet current customer expectations. I hope that PTAR continues to foster smart partnerships towards developing a global brand to produce excellent and outstanding academics and graduates. This is in line with UiTM's theme of "Unleashing Potentials, Shaping the Future".

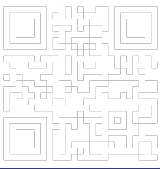
Finally, I hope that the UiTM Digital Library book becomes a useful resource for services, collections and processes offered by the university.



Ts. NOOR HIDAYAT BIN ADNAN
Chief Librarian



DIGITAL LIBRARY SERVICES



INFORMATION SKILLS CLASS (eKKM)

<https://ekkm.uitm.edu.my/>

Through the initiative of the eKKM system, Library users can perform bookings for the information management classes along with the registration when attending KKM online.

eKKM



Bookings for the information literacy class can be done through the portal
<https://ekkm.uitm.edu.my>





LIBRARY e-RESOURCES

<https://ptar.uitm.edu.my/pddt/subjects/databases.php>

The e-Resources Zone Terminal is a service provided to Library users to gain fast to access the library's electronic resources without needing to go through the Library e-Resources login screen



★ One stop centre for e-Resources @ PTAR

★ e-Resources available are :

- E Books
- UiTM Institutional Repository
 - UiTM Digital Collection
 - Exam Papers (EQPS)
 - e-Newspapers
 - Library User Guides

★ Direct access to e-Resources



CHAT WITH LIBRARIAN

<https://ptar.uitm.edu.my/libchat/>

An online chatting service to answer queries from users regarding available services, collections, resources and research.

STEP 1

**PTAR
PORTAL**

**Access through
the library's
service portal**



STEP 2

**USER
INFORMATION**

**Key in user
information**

Fill out this form to start a chat

Name*
Nurazrina

E-mail*

Phone

STEP 3

**CHAT
WITH
LIBRARIAN**



Chat with Librarian

**Start your chat
with the librarian**

**ANYWHERE
ANYTIME
ANYONE**

ONLINE



MyKM (KNOWLEDGE MANAGEMENT PORTAL)

<https://mykm.uitm.edu.my/>

PTAR's myKM Portal is a component based on knowledge, integration and innovation in information and content management that is personalized at UiTM. This portal benefits users of the UiTM Library to access resources in multiple formats.

NEW ARRIVALS

GENERAL READING MATERIALS

INSTITUTIONAL REPOSITORY

eBOOKS

READING MATERIAL RECOMMENDATION

DIGITAL QUESTION PAPERS

ONLINE DATABASES

HIGH IMPACT JOURNALS
SCOPUS

Personalized For You

ITEM IN LOAN

LOAN HISTORY

FINES DUE

OPENING HOURS

OVERDUE ITEMS

Features of MyKM

SINGLE LOGIN

SEARCH FUNCTION
(Within your field resources)

MOBILE RESPONSIVE UI

INTERACTIVE DASHBOARD

WHO CAN ACCESS?
UITM STUDENTS & STAFF



SWIPE UP
FOR MORE DETAILS



UPDATES@PTAR

<http://update.library.uitm.edu.my/>



**LIBRARY
COLLECTION**



SCOPUS



**WEB OF
SCIENCE**





PLANTATION & AGRO LOCAL CONTENT HUB

<http://agro.library.uitm.edu.my/>

The Plantation and Agro Local Content Hub contains local resources that are available online to collect, conserve and spread information in the field of plantation and agrotechnology in Malaysia.

The image is a composite graphic. On the right, a smartphone displays a vertical list of categories: Plantation and Agribusiness Management, Crop Protection, Aquaculture and Livestock, Agriculture Technology, Crop Biotechnology, Soil Science, and Crop Science. On the left, a computer screen shows a search interface with a 'SEARCHING' button and several filters: TITLE, YEAR, SUBJECT, and AUTHOR. Each filter is accompanied by an icon: a green atom for titles and subjects, a lightbulb for authors, and a green plug for years. The background features a green banner with agricultural icons and the text 'PLANTATION & AGRO LOCAL CONTENT HUB'.

MOBILE APPS@PTAR

A mobile service initiative to obtain library information at the tip of your fingers.



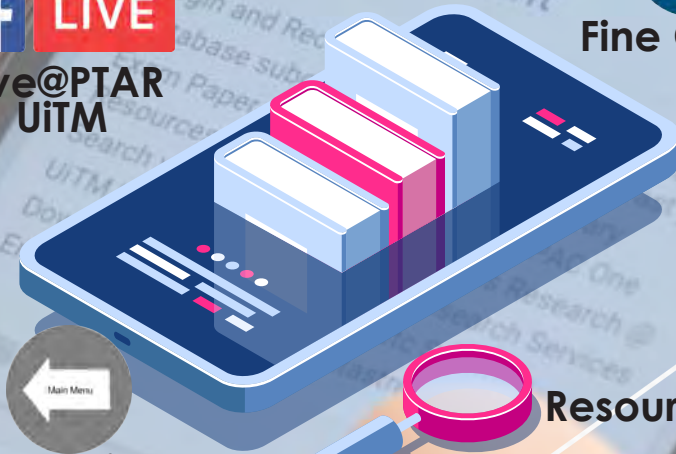
Liaison Officer



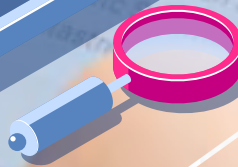
Fine Check



Live@PTAR
UiTM



Collection



Resource Search





MOOCs@PTAR

Massive Open Online Courses

<https://mooc.library.uitm.edu.my>

UiTM MOOC UNIVERSITY TEKNOLOGI MARA MINISTRY OF EDUCATION MALAYSIA

Status:

Duration: **FLEXIBLE**

Effort:

Mode: 100% Online

Course Level:

Language:

No of Student: 0

No of Instructor: 24

Course Learning Outcomes

PTAR's MOOCs offer courses that can be followed by the UiTM community online

UiTM LIBRARY MOOC

UiTM LIBRARY ORIENTATION

Perpustakaan UiTM

UiTM Library Orientation

Library Orientation

UiTM LIBRARY MOOC

INFORMATION LITERACY @ UiTM

Perpustakaan UiTM

Information Literacy for UiTM

Information Literacy

UiTM LIBRARY MOOC

CATALOGUING AND CLASSIFICATION

Perpustakaan UiTM

UiTM Library - Cataloguing and Classification

Library Cataloguing & Classification

UiTM LIBRARY MOOC

PENGURUSAN PELANGGAN @ LIBRARY UiTM

Perpustakaan UiTM

Perkhidmatan Pelanggan

Customer Services

UiTM LIBRARY MOOC

ARKIB UiTM

Perpustakaan UiTM

Arkib

UiTM Archive



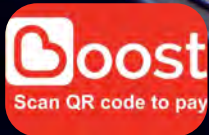
CASHLESS@PTAR

An initiative for cashless payment service for the payment of late return of books and payment for lost books at the library's information counter

Debit / Credit Terminal



eWallet at PTAR Locations



Perpustakaan Tun Abdul Razak



Perpustakaan Tun Abdul Razak Undang-Undang



Perpustakaan Tun Abdul Razak Kejuruteraan



Perpustakaan Tun Abdul Razak Sains & Teknologi



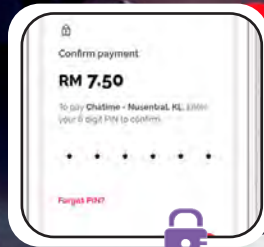
Perpustakaan Tun Abdul Razak Alam Bina



Scan the QR Code & Pay



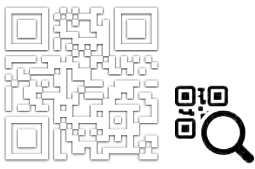
FAST



Secure payment with PIN

SECURE

EASY



UNIVERSITY ARCHIVE SYSTEM

<https://arkib.uitm.edu.my/ofa/>





The University Archive System is offered online as a resource for references and research pertaining to the university's archived documents. This system is the main gate for the collection of materials under the categories of Publications, Documents, Collections, and University Audio Recordings



OFA

ONLINE FINDING AID
ARKIB UNIVERSITI TEKNOLOGI MARA

TO PROVIDE A REFERENCE ARCHIVE UNIVERSITY

 <p>Publications</p> <p>BAHAN PENERBITAN</p> <p>Laporan Tahunan, Buletin, Brosur, Buku Program, Buku Konvokesyen, Kertas Kerja, Teks Ucapan</p>	 <p>Collections</p> <p>KOLEKSI</p> <p>Koleksi Gambar, Koleksi Peta/Plan, Koleksi Keratan Akhbar UITM</p>	 <p>Audio Recordings</p> <p>AUDIO</p> <p>Bahan Audio Visual (VCD/VHS)</p>	 <p>Documents</p> <p>DOKUMEN</p> <p>Fail Pentadbiran, Fail Tatatertib Staf, Fail Peribadi Staf, Fail Peribadi Pelajar, Dokumen Kontrak</p>
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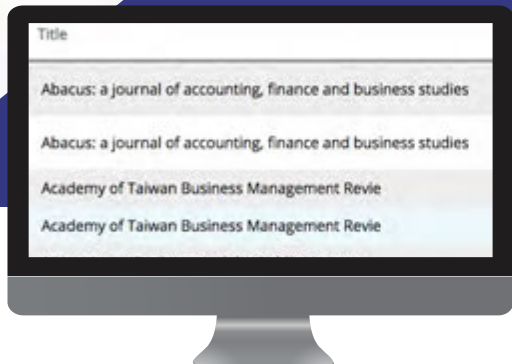
ARCHIVE COLLECTIONS



EXCELLENCE IN RESEARCH FOR AUSTRALIA (ERA)

<http://online.ptar.uitm.edu.my/era/>

PTAR offers a search portal for users to refer to journals that are published by ERA



Search Types

1 Journal Title

2 ISSN

3 Title / Subject

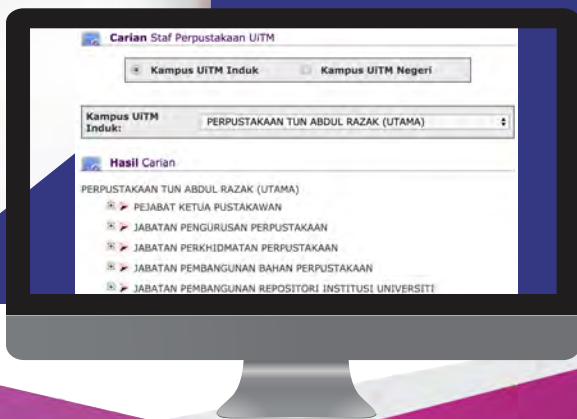
4 ERA Year : All



WHO'S WHO PTAR

<https://koleksi.uitm.edu.my/staff/>

Contains the directory of the UITM library staff





DIGITAL LIBRARY COLLECTIONS



UiTM INSTITUTIONAL REPOSITORY

<http://ir.uitm.edu.my>

The University's Institutional Repository stores intellectual property of the university in multiple formats which can be accessed for learning and research purposes. The university's intellectual property contains materials written by the UiTM community

THESES



MONOGRAPHS



AUDIO



VIDEOS

ARTICLES

BOOKS



SEMINARS / WORKING PAPERS

TEACHING MATERIALS

BOOK SECTION





eLIBRARY GUIDES

<https://library.uitm.edu.my/ptar-services/library-guide-video>

Manual for the use of library services through YouTube to support online teaching and learning

How to Install EndNote

How to Install Mendeley

How to Find Printed Book

How to Find Exam Paper

How to Make Online Book Reservation

How to Renew Book Online

How to Find UTM Thesis

How to Find Article

Online Book Recommendation

Interlibrary Loan

Information Searching Strategy

Pay per View

How to Access Online Databases

BLENDED LEARNING



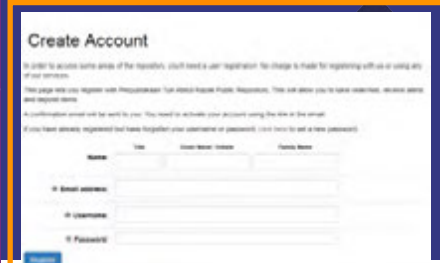
PTAR PUBLIC REPOSITORY

<http://uitmprepo.uitm.edu.my/information.html>

The Public Repository is offered for users to upload documents for information-sharing

Contains the following document types:

- Articles
- Books
- Artefacts
- Performance
- Audio
- Other
- Conference or Workshop Item
- Book Section
- Theses
- Show/Exhibition
- Images
- Dataset
- Teaching Resources
- Monographs
- Patents
- Composition
- Videos
- Experiments



Users must create an account before uploading documents



OPEN EDUCATIONAL RESOURCES

Open Access Discovery

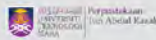
<http://openaccess.library.uitm.edu.my/>

OPEN ACCESS DISCOVERY

<http://openaccess.library.uitm.edu.my/>

Open access literature is defined as "digital, online, free of charge, and free of most copyright and licensing restrictions."

- Budapest Open Access Declaration



#SCAN ME





KHAZANAH MELAYU REPOSITORY

<http://melayu.library.uitm.edu.my/>

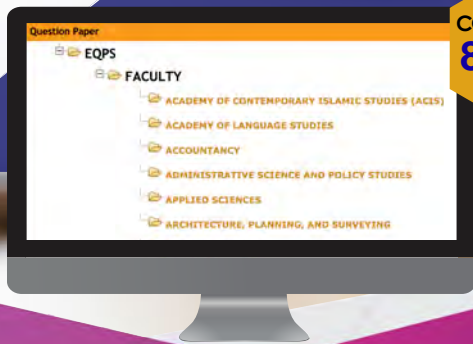
The Khazanah Melayu Repository is offered online as a reference and research resource regarding the culture and Malay institution. This repository is the main gate in the collection of writings, research, publications, and documentaries in the form of printed media and publications from government bodies, NGOs and individuals both inside and outside of the country



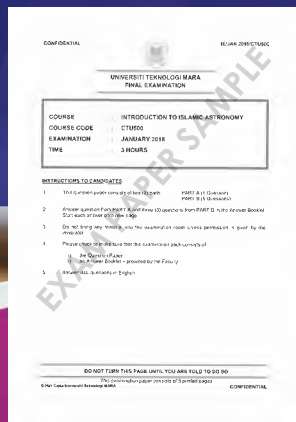
ELECTRONIC QUESTIONS PAPER SYSTEM (EQPS)

<https://koleksi.uitm.edu.my/eqps/>

The Electronic Questions Paper System (EQPS) is an important resource for library users to obtain past year examination question papers of the university from all of UiTM's faculties. This system can be accessed by the entire UiTM community and among students in UiTM's associated colleges



TOTAL COLLECTIONS
80,541
papers





DIGITAL LIBRARY PROCESS



WEB BASED INTEGRATED LIBRARY SYSTEM

<https://library.uitm.edu.my/opac.html>

Library's management system that includes the main module such as the purchase of resources (books and serial publications), cataloguing, circulation (borrow, return, renew and book), materials search, article indexing, inter-library loans, and material recommendations



INTEGRATION

Integration between Financial System (FAIS) and Web Based Integrated Library System (WILS)



DEAN PORTAL

Material recommendation approval by the Dean using the Dean Portal



VENDOR PORTAL

Management of resource purchase from the supplier through the Vendor Portal



ARTICLES INDEXING

Search for newspaper clippings through Article Indexing



RECOMMENDATION ONLINE

Purchase of recommended materials by lecturers through Recommendation Online



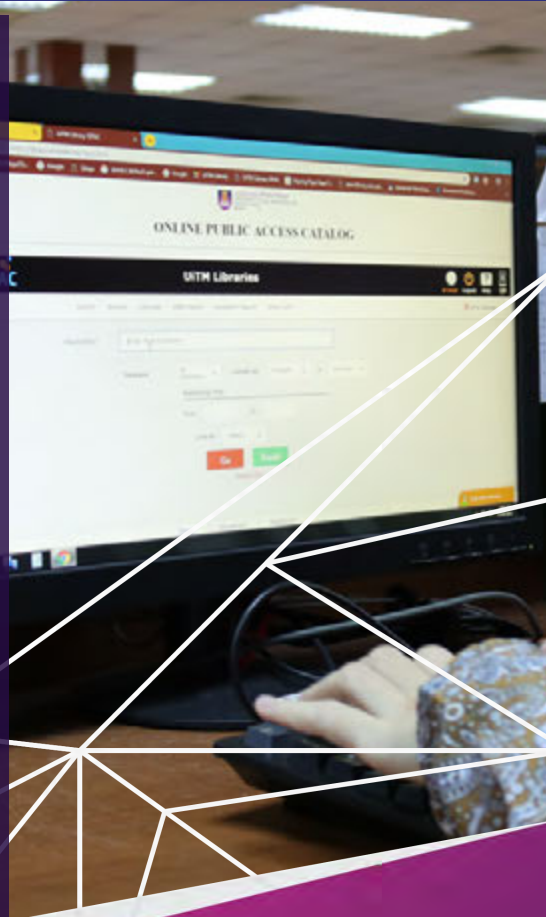
CATALOGUING

Cataloguing of university resources through Cataloguing



CIRCULATION

Use of Circulation for borrowing / returns / bookings / renewals

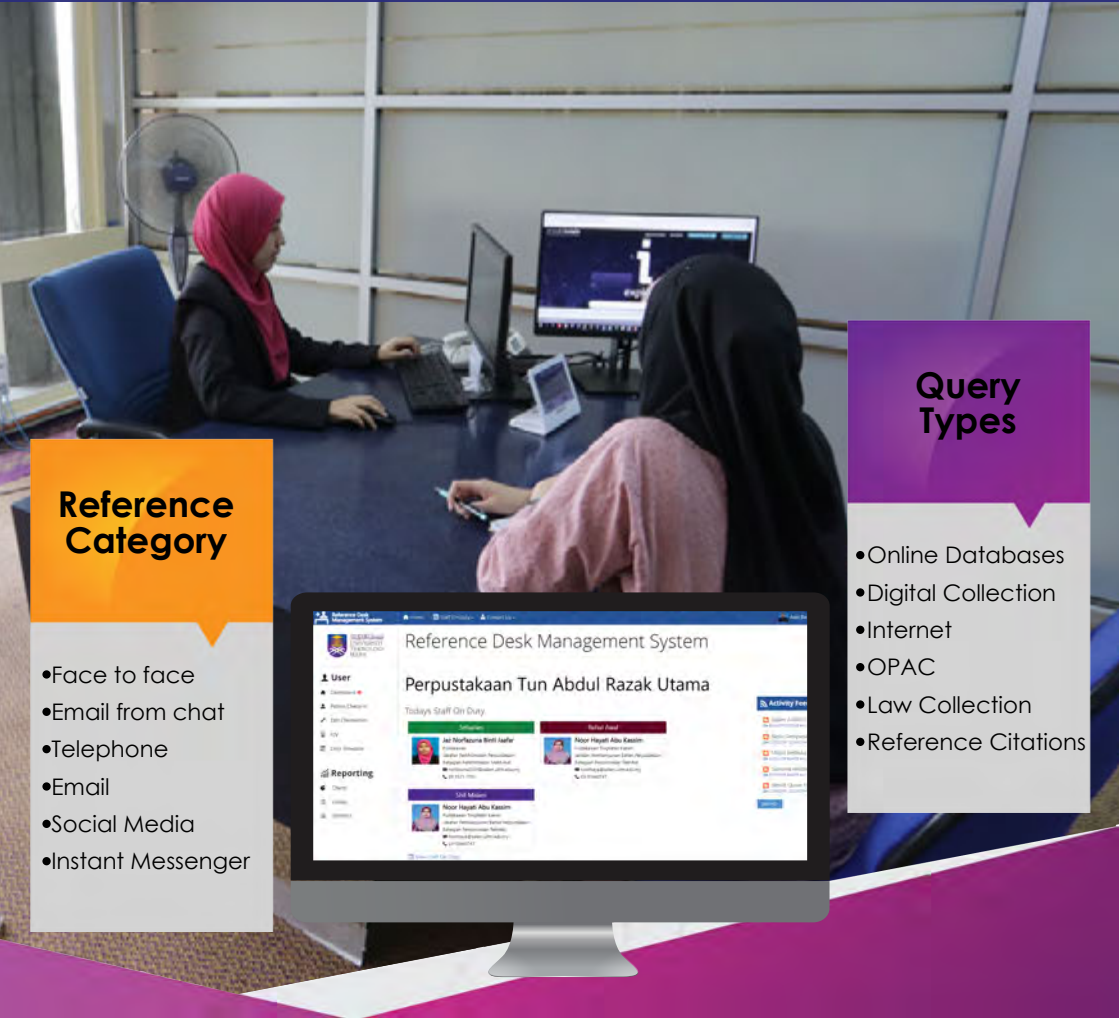




REFERENCE DESK MANAGEMENT SYSTEM (RDMS)

<http://online.ptar.uitm.edu.my/rdms/>

The RDMS system is offered online to manage the questions posed by the library's customers at the library's consultation desk. Information about the queries can be retrieved through the RDMS system



Reference Category

- Face to face
- Email from chat
- Telephone
- Email
- Social Media
- Instant Messenger

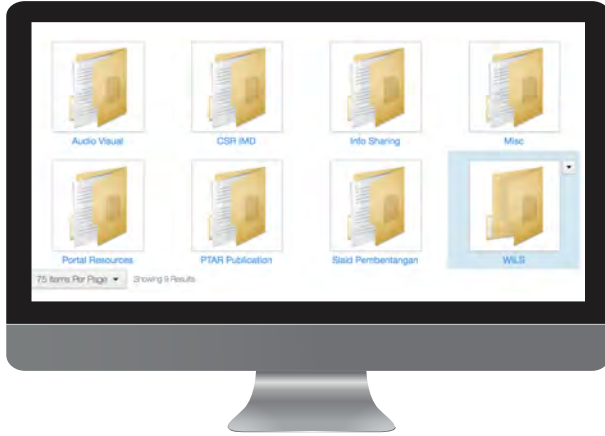
Query Types

- Online Databases
- Digital Collection
- Internet
- OPAC
- Law Collection
- Reference Citations



LIBRARY DOCUMENT MANAGEMENT SYSTEM

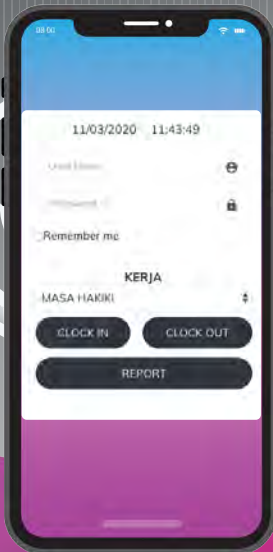
The management system for digital management documents of the library



Among the documents accessible are Forms, PTAR Photo Collections, Minutes of Meeting, Reports, and Circulars. There are also public documents shared with external users such as presentation slides, PTAR publications, CSR activities and Info Sharing

PTAR ATTENDANCE SYSTEM

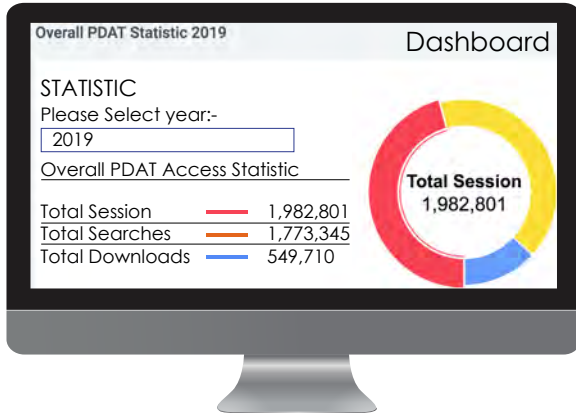
A recording system for the library's staff attendance to the office using biometric technology



- Integration with Human Resources Management
- Easy reporting
- Intranet access

ONLINE DATABASE MANAGEMENT SYSTEM

A user monitoring online database resource that is subscribed by the university



User search using:

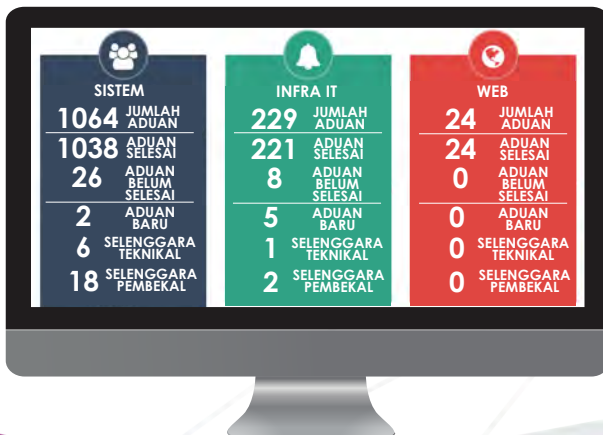
- Search
- Session
- Downloads

Access Limit:

Within UTM's intranet

LIBRARY SUPPORT SYSTEM

A system to record and monitor complaints regarding the library's System, IT Infrastructure and Web

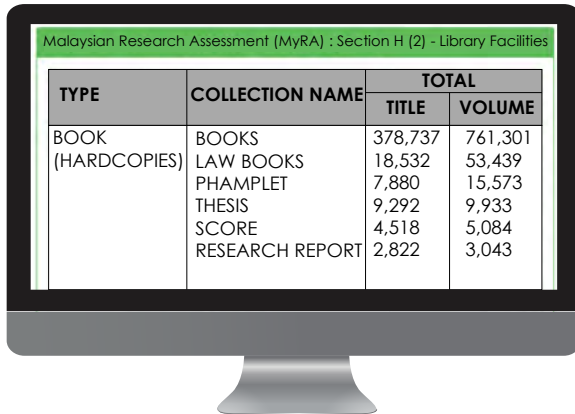


Support Categories

- System
- IT Infrastructure
- Web

PTAR'S MYRA MONITORING SYSTEM

This monitoring system is offered for MyRA's auditing needs based on Section H: Library Facilities



Malaysian Research Assessment (MyRA) : Section H (2) - Library Facilities

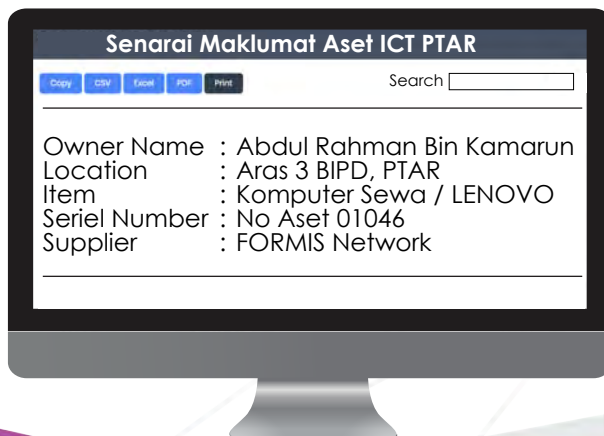
TYPE	COLLECTION NAME	TOTAL	
		TITLE	VOLUME
BOOK (HARDCOPIES)	BOOKS	378,737	761,301
	LAW BOOKS	18,532	53,439
	PHAMPLET	7,880	15,573
	THESIS	9,292	9,933
	SCORE	4,518	5,084
	RESEARCH REPORT	2,822	3,043

Resource Category

- Print resources
- Non-print/Digital resources
- Subscribed online databases

ASSET LOCATION SYSTEM

This system is offered to record assets and inventories of the Library's ICT through owner name and location



Senarai Maklumat Aset ICT PTAR

Copy CSV Excel PDF Print Search

Owner Name : Abdul Rahman Bin Kamarun
Location : Aras 3 BIPD, PTAR
Item : Komputer Sewa / LENOVO
Serial Number : No Aset 01046
Supplier : FORMIS Network

The ICT asset and inventory is registered and updated according to owner and location

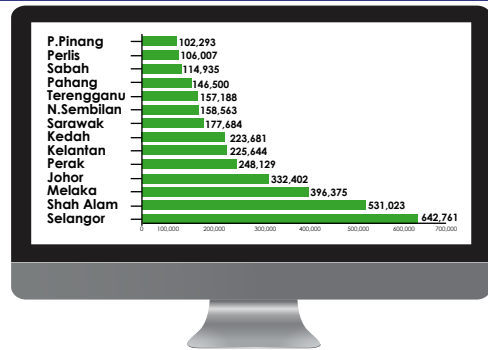
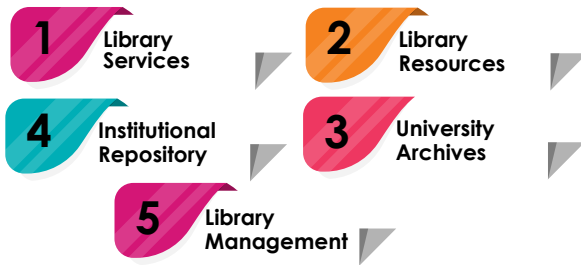


EXECUTIVE INFORMATION SYSTEM

<https://eis.uitm.edu.my/pentaho/Login>

UiTM's Library offers the Executive Information System for strategic data management of 38 libraries

These strategic data encompass the following information :



CUSTOMER FEEDBACK SYSTEM (CFS)

A rating system of the university's services in determining the satisfaction level of customers of the library's delivery for all branches of UiTM's library

Please Rate Our Services

Or Scan QR Codes



Level 2



Level 3

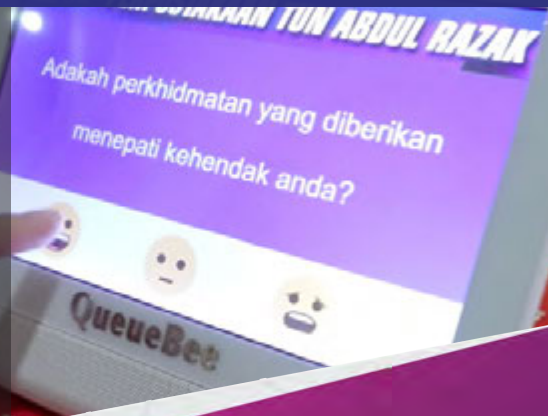


Level 4

Please Scan QR Code To Rate Us Today

You can direct your feedback to :

korporatptar@uitm.edu.my





DIGITAL SERVICES – FACILITIES

SMART CLASSROOM



PTAR offers a Smart Classroom service at Level 4, PTAR

WELCOME TO PTAR



A welcome greeting for users of Perpustakaan Tun Abdul Razak

QR CODE



Generate your QR Code through <https://mykm.uitm.edu.my> and use as an entry and exit monitoring device to the library. Customers can also use their respective student/staff cards to enter the library

LEARNING COMMONS



The Learning Commons area at Level 5, PTAR is equipped with computers

WIFI



PTAR@UITM

Service Provider : **Perpustakaan Tun Abdul razak**

SSID : **PTAR@UITM**

Required Password : **YES - pt4r@U1tm**



UITM Salam Wifi

SSID : **uitmsalamguest / uitmsalamstaff / uitmsalamstudent**

Required Register : **Yes - UITM Wireless Application**



IT CENTRE



PTAR has 100 computers



Perpustakaan Undang-undang has 92 computers



Perpustakaan Kejuruteraan has 44 computers



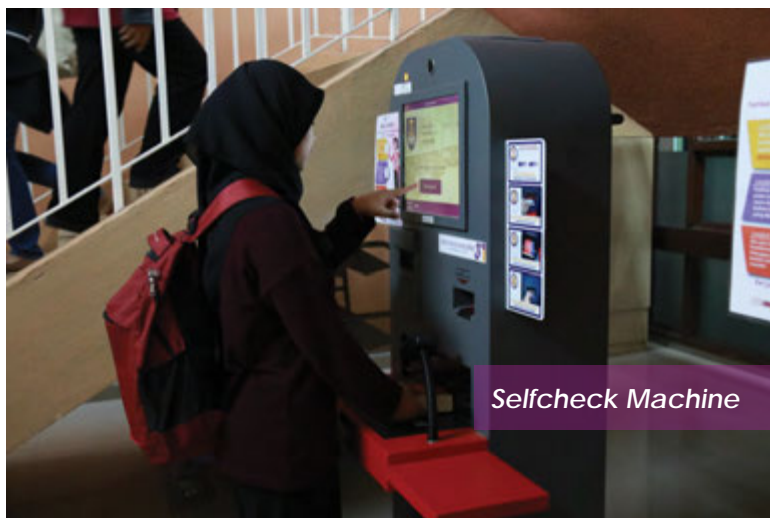
Perpustakaan Sains & Teknologi has 40 computers



Perpustakaan Alam Bina has 15 computers

- Booking of the PTAR IT Centre is done online by <https://bsu.uitm.edu.my>
- Users can register use of the IT Centre through self-service by accessing the Diversified Computer Controlling System

RADIO FREQUENCY IDENTIFICATION (RFID)



Selfcheck Machine

Book lending through self-service



BookDrop Machine

Return of books through self-service



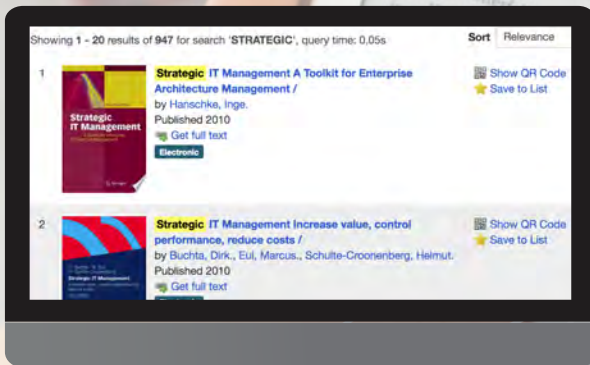
LIST OF ELECTRONIC JOURNAL SUBSCRIPTIONS



LIST OF eBook SUBSCRIPTIONS

<http://ebook.library.uitm.edu.my/>

- ACS Surgery
- ANMOL EBOOK
- Bentham eBook
- CABI eBook Archive
- Cambridge eBook
- Clinical Publishing
- Ebrary eBook
- EBSCO eBook
- Elsevier eBook
- GALE Virtual Reference Library
- Hart eBook
- ICE eBook
- InfoSci eBook
- IOS eBook
- Morgan & Claypool eBook
- MyiLibrary eBook
- SpringerLink
- Palgrave eBook
- Taylor & Francis eBook
- Taylor & Francis
- CRCNetBase eBook
- Trans Tech eBook
- Wiley eBook
- World Scientific eBook
- CABI
- CABI Frontlist eBook
- Clinical Key eBook
- Elsevier Science Direct eBook
- Royal Institute of British Architects (RIBA) eBook
- Institute of Southeast Asian Studies (ISEAS) eBook
- Knovel eBook
- SAGE Reference Online eBook
- Springer eBook
- Proquest Ebook
- Emerald



Search of eBook materials is through the eBook Portal


LIST OF ELECTRONIC JOURNAL SUBSCRIPTIONS

New England Journal of Medicine
Nutrition Abstracts And Reviews Series A: Human And Experimental
Nutrition Abstracts And Reviews Series B: Livestock Feeds And Feeding
Oral Health And Preventive Dentistry
Organic Biomolecular Chemistry
Physics Today
Political Insight
Political Studies
Politics : Surveys And Debates For Students Of Politics
Quarterly Journal Of Engineering Geology And Hydrogeology
Quintessence International
Review Of Plant Pathology
SAGE Journals
Science
Scientometrics
Shipping And Trade Law
Soils And Fertilizers Abstracts
Sports Biomechanics International Society Of Biomechanics In Sports
Sports Medicine
Tce : The Chemical Engineer
Technical Textiles International
The Arab World Geographer
The International Construction Law Review
The International Journal Of Periodontics Restorative Dentistry
The International Journal Of Prosthodontics
The Journal Of Finance
The Modern Law Review
The Quarterly Journal Of Experimental Psychology
The Sociological Review
Thinking Reasoning
Tourism Analysis
Tourism And Hospitality : Planning & Development
Tourism Economics
Tourism Recreation Research
Trusts & Trustees
Twist

LIST OF ELECTRONIC JOURNAL SUBSCRIPTIONS

Human Reproduction
Intellectual Property Magazine
International Journal Of Low Carbon Technologies
International Journal of Oral & Maxillofacial Implants
International Journal Of Psychology
International Journal Of Psychology Research
International Migration Review
Journal Citation Reports (JCR Web) ****INACCESSIBLE****
Journal Of Agricultural Science
Journal Of Clinical Orthodontics
Journal of Competition Laws and Economics
Journal Of Engineering Manufacture
Journal Of Environmental Planning And Management
Journal Of Fluid Mechanic
Journal Of Food Products Marketing
Journal Of Food Science
Journal Of Foodservice Business Research
Journal Of Heritage Tourism
Journal Of Hospitality And Tourism Education
Journal Of Hospitality Tourism Research: The Professional Journal Of The Council
On Hotel Restaurant And Institutional Education
Journal Of Human Resources In Hospitality And Tourism
Journal of Hydraulic Research
Journal of Intellectual Property Law and Practices
Journal of Oral Implantology
Journal Of Orofacial Pain
Journal of Orthodontics
Journal Of Politics
Journal Of Property Research
Journal Of Public Health Dentistry
Journal Of Public Relations Research
Journal Of The Electrochemical Society
Journal Of The Society Of Architectural Historians
Journal Of Transport Economics And Policy
Journal Of Urban Design
Journal Of Urban Technology
Language And Cognitive Processes
Lloyd's Maritime And Commercial Law Quarterly
Mary Ann Liebert
Methods In Organic Synthesis
Modern Asian Studies
Movement, Health and Exercise (MoHE)

LIST OF ELECTRONIC JOURNAL SUBSCRIPTIONS



Acta Odontologica Scandinavica
Administration In Social Works
Advances In Textiles Technology
Analyst
Annals Of Leisure Research
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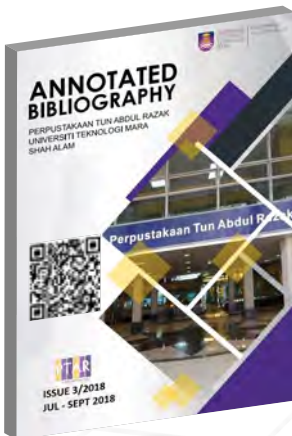
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