



UNIVERSITI
TEKNOLOGI
MARA

Perpustakaan
Tun Abdul Razak
Cawangan Melaka

SELAMAT DATANG

dan Setinggi Tahniyah

**KEPADA PELAJAR BAHARU DAN SEMUA SISWA /SISWI
KE UiTM CAWANGAN MELAKA
SESI OKTOBER 2022 - FEBRUARI 2023**

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dan Seluruh Warga PTAR
UiTM Cawangan Melaka

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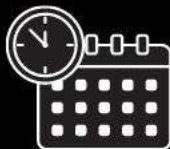


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Perpustakaan
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Taklimat Perpustakaan PEMANTAPAN SISWA

UiTM Cawangan Melaka
Kampus Alor Gajah



Tarikh : 21 Oktober 2022
Masa : 2:30 petang

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Membentuk Masa Hadapan



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PTAR UiTM MELAKA

TAKLIMAT PERPUSTAKAAN



Pengenalan PTAR UiTM
Cawangan Melaka

01



Etika dan Pematuhan SOP

02



Perhubungan Pelanggan dan
Perkhidmatan Koleksi

03



Perkhidmatan Perpustakaan
Digital

04



Sesi soal jawab

05





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PENGENALAN

PERPUSTAKAAN TUN ABDUL RAZAK UiTM CAWANGAN MELAKA



PENGENALAN PTAR UiTM CAWANGAN MELAKA

PTAR KAMPUS ALOR GAJAH

Perpustakaan Tun Abdul Razak (PTAR UiTM Cawangan Melaka, Kampus Alor Gajah di tubuhkan pada 15 Ogos 1984 di Kampus Utama Jalan Hang Tuah, Melaka. Kemudian, perpustakaan telah berpindah ke bangunan sementara 1994 dan sebelum ke lokasi yang tetap di Kampus Alor Gajah pada Oktober 1999.

Kapasiti ruang dalam perpustakaan dalam satu masa adalah seramai 1,600 orang. Bagi kapasiti asal tempat duduk pula adalah sebanyak 1,104 tempat duduk, manakala di ruang diskusi sebanyak 390 orang.

PTAR KAMPUS BANDARAYA MELAKA

Perpustakaan Tun Abdul Razak (PTAR UiTM Cawangan Melaka, Kampus Bandaraya Melaka mula beroperasi pada 15 Januari 2007 di Graha Jaya, Jalan Hang Tuah, Melaka.

PTAR Kampus Bandaraya Melaka mempunyai 2 aras iaitu :

1. Aras 1 : Peminjaman dan Pemulangan serta pelbagai sumber rujukan / Koleksi Jurnal/Majalah dan Akhbar
2. Aras 2 : Kemudahan Perkhidmatan IT / Unit Penyelidikan, Pembelajaran dan Rujukan

PTAR KAMPUS JASIN

Perpustakaan Tun Abdul Razak (PTAR UiTM Cawangan Melaka, Kampus Jasin terletak di Jalan Seri Mendapat, Jasin, Melaka. Kampus ini mula beroperasi pada 3 Februari 2014. PTAR Kampus Jasin menyediakan tempat duduk sebanyak 1,131 orang pengguna dan boleh memuatkan sehingga 1,800 pengguna dalam satu-satu masa.

PTAR Kampus Jasin mempunyai 3 aras :

1. Aras 1 : Peminjaman dan Pemulangan serta pelbagai sumber rujukan
2. Aras 2 : Rujukan Koleksi Jurnal/Majalah serta Akhbar Tempatan
3. Aras 3 : Kemudahan Perkhidmatan IT

MISI PERPUSTAKAAN UiTM

Pemangkin kepada warga UiTM yang berilmu melalui pengaksesan maklumat yang komprehensif, relevan dan terkini serta kemudahan yang berkualiti bagi tujuan memenuhi keperluan pengajaran, pembelajaran dan penyelidikan.

VISI PERPUSTAKAAN UiTM

Menjadikan UiTM sebuah universiti yang unggul yang berteraskan kesarjanaan dan kecemerlangan akademik bagi menerajui dinamis bumiputra dalam semua bidang profesional bertaraf dunia supaya terlahir graduan yang berdaya saing, global dan beretika.

PENGURUSAN & PROFESIONAL PTAR UiTM Cawangan Melaka



PUAN NOOR HAYATI ABU KASSIM

Timbalan Ketua Pustakawan
PTAR UiTM CAWANGAN MELAKA



**CIK HAZLIN
IBRAHIM KHAN**

Pustakawan Kanan
PTAR UiTM
KAMPUS ALOR GAJAH



**PUAN MAZNAH
MAAROF**

Pustakawan Kanan
PTAR UiTM
KAMPUS ALOR GAJAH



**CIK ILYA NUR FATEEN
OTHMAN**

Pustakawan
PTAR UiTM
KAMPUS ALOR GAJAH



**PUAN SITI HAIDAH
MD AZIZ**

Pustakawan Kanan
PTAR UiTM
KAMPUS BANDARAYA
MELAKA



**ENCIK MOHD HILMI
MAT ROSLI**

Pustakawan
PTAR UiTM
KAMPUS BANDARAYA
MELAKA



**ENCIK AHMAD NAZRI
JAAFAR**

Pustakawan Kanan
PTAR UiTM
KAMPUS JASIN



**ENCIK ABDUL AZIM
AB. GHANI**

Pustakawan
PTAR UiTM
KAMPUS JASIN



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Perpustakaan
Tun Abdul Razak
Cawangan Melaka

PERATURAN & PEMATUHAN SOP

PERPUSTAKAAN TUN ABDUL RAZAK
UiTM CAWANGAN MELAKA

COVID-19:

S.O.P Pemakaian pelitup
muka bagi Pelanggan
Perpustakaan



LUAR BANGUNAN PERPUSTAKAAN – DIGALAKKAN

Semua Pelanggan PTAR adalah **DIGALAKKAN** untuk memakai pelitup muka semasa menggunakan kemudahan Perpustakaan diluar bangunan seperti Ruang Baca dan Kawasan Pameran Terbuka atau semasa menyertai apa-apa program anjuran atau dianjurkan oleh Perpustakaan diluar bangunan Perpustakaan.

DALAM BANGUNAN PERPUSTAKAAN – AMAT DIGALAKKAN

Semua Pelanggan PTAR adalah **AMAT DIGALAKKAN** untuk memakai pelitup muka semasa berada di dalam bangunan perpustakaan atau ketika menghadiri program-program yang dianjurkan di dalam bangunan Perpustakaan.

DALAM BANGUNAN PERPUSTAKAAN – AMAT DIGALAKKAN

Pelanggan Perpustakaan adalah **DIWAJIBKAN** untuk memakai pelitup muka semasa berada di dalam bangunan perpustakaan sekiranya :Bergejala Covid 19 seperti Demam, Selsema dan Batuk dan lain-lain gejala yang berkaitan

(Pemilik Premis boleh menentukan sama ada pengunjung wajib memakai pelitup muka. Sumber Kenyataan Media YBM Kesihatan - 7 Sept 2022)

Sumber rujukan :
Jawatankuasa Pengurusan Eksekutif PTAR Bil 17/2022
pada 15 September 2022 telah meluluskan



SOP PEMAKAIAN PELITUP MUKA

PERKHIDMATAN PELANGGAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR) UiTM CAWANGAN MELAKA

SOP persediaan menerima pelajar masuk
dalam perpustakaan





SAHSIAH RUPADIRI PELAJAR SEMASA BERADA DI DALAM KAMPUS



SISWA

- Memakai Kad Pelajar Sepanjang Masa Di Dalam Kawasan Kampus
- Memakai Tali Leher Pada Hari Isnin - Hari Korporat
- Digalakkan Memakai Baju Batik MIM Lengan Panjang Pada Hari Khamis Dan Majlis Rasmi Lain Yang Sesuai
- Dilarang Bertindik Atau Memakai Subang, Gelang Atau Rantai
- Berambut Pendek Dan Kemas
- Memakai Pakaian Sukan Yang Sesuai Semasa Bersukan
- Berseluar Jeans Atau Slack Yang Kemas, Tidak Bertampal Atau Koyak

Kerjasama anda dalam mematuhi peraturan-peraturan UiTM adalah amat dihargai



SAHSIAH RUPADIRI PELAJAR SEMASA BERADA DI DALAM KAMPUS



SISWI

- Memakai Kad Pelajar Sepanjang Masa Di Dalam Kawasan Kampus
- Memakai Baju Kurung Pada Hari Isnin - Hari Korporat
- Digalakkan Memakai Baju Batik MIM Pada Hari Khamis
- Memakai Pakaian Sukan Yang Sesuai Semasa Bersukan
- Tidak Memakai Pakaian Yang Terdedah, Tidak Berlengan,
- Jarang Atau Yang Menampakkan Pusat
- Berseluar Jeans Atau Slack Yang Kemas, Tidak Bertampal Atau Koyak

Kerjasama anda dalam mematuhi peraturan-peraturan UiTM adalah amat dihargai

SAHSIAH RUPADIRI

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA



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Perpustakaan
Tun Abdul Razak
Cawangan Melaka

PERKHIDMATAN PELANGGAN

PERPUSTAKAAN TUN ABDUL RAZAK
UiTM CAWANGAN MELAKA



Waktu Perkhidmatan

PTAR UiTM CAWANGAN MELAKA OKTOBER 2022

PTAR KAMPUS ALOR GAJAH

TARIKH	PERKARA	MASA
3 – 7 Oktober 2022	WAKTU PERKHIDMATAN	8.30 pagi – 4.45 petang
10 Oktober 2022	CUTI UMUM : MAULIDUR RASUL	TUTUP
11 – 31 Oktober 2022	WAKTU PERKHIDMATAN	8.30 pagi – 9.45 malam
24 Oktober 2022	CUTI UMUM : HARI DEEPAVALI	TUTUP
1 – 2 Oktober 2022 8 – 9 Oktober 2022 15 – 16 Oktober 2022 22 – 23 Oktober 2022 29 – 30 Oktober 2022	SABTU & AHAD	TUTUP

**Perubahan waktu perkhidmatan tertakluk pada pindaan dan akan dimaklumkan dari masa kesemasa

PTAR KAMPUS BANDARAYA MELAKA

TARIKH	PERKARA	MASA
3 – 31 Oktober 2022	WAKTU PERKHIDMATAN	8.30 pagi – 4.45 petang
10 Oktober 2022	CUTI UMUM : MAULIDUR RASUL	TUTUP
24 Oktober 2022	CUTI UMUM : HARI DEEPAVALI	TUTUP
1 – 2 Oktober 2022 8 – 9 Oktober 2022 15 – 16 Oktober 2022 22 – 23 Oktober 2022 29 – 30 Oktober 2022	SABTU & AHAD	TUTUP

PTAR KAMPUS JASIN

TARIKH	PERKARA	MASA
3 – 31 Oktober 2022	WAKTU PERKHIDMATAN	8.30 pagi – 4.45 petang
10 Oktober 2022	CUTI UMUM : MAULIDUR RASUL	TUTUP
24 Oktober 2022	CUTI UMUM : HARI DEEPAVALI	TUTUP
1 – 2 Oktober 2022 8 – 9 Oktober 2022 15 – 16 Oktober 2022 22 – 23 Oktober 2022 29 – 30 Oktober 2022	SABTU & AHAD	TUTUP



PROSIDUR MASUK PERPUSTAKAAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
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KELUAR

Jom ke
PTAR
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- PTAR telah menaiktaraf **MobileApp Perpustakaan UiTM** pada Julai 2022 dengan menggunakan teknologi Progressive Web Application (PWA).
- Kelebihan teknologi ini membantu meningkatkan tahap perkhidmatan Perpustakaan di samping **memudahkan proses kemaskini aplikasi** dari masa ke semasa.

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PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA

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COVID-19 :

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Saringan COVID-19

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Borang Deklarasi Harian Saringan Risiko COVID-19 UiTM

Anda telah melengkapkan deklarasi COVID-19 pada hari ini

07 Okt 2020
Rabu

Anda adalah kategori
D/E

LIHAT BORANG DEKLARASI

Sejarah Lokasi
Paparatan sejarah untuk hari semasa

IMBAS QR

Saringan Digital ID

<https://saringc19.uitm.edu.my>

ETIKA BERADA DALAM PERPUSTAKAAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA

- Pengguna dimohon kawal nada suara anda
- Makanan dan minuman tidak dibenarkan dibawa masuk, **KECUALI** air mineral sahaja
- Dilarang keras merokok di dalam perpustakaan
- Koleksi perlu dipinjam di Kaunter Utama Perpustakaan
- Membawa keluar harta Perpustakaan akan didakwa atas kes kecurian
- Dilarang menggunakan kad matrik pengguna lain untuk sebarang urusan
- Buang sampah di dalam tong sampah yang disediakan
- Dilarang membawa peralatan tajam seperti pisau, gunting dan apa sahaja peralatan yang merbahaya



Sila patuhi undang-undang PTAR UiTM Cawangan Melaka yang ditetapkan dari masa ke semasa

KATEGORI KOLEKSI

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
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- ∞ **Koleksi Buku Rak Terbuka / Rujukan**
- ∞ **Koleksi Buku Silibus (OSS / SLR)**
- ∞ **Koleksi Majalah / Majalah Berjilid**
- ∞ **Koleksi Jurnal / Jurnal Berjilid**
- ∞ **Koleksi UiTM Institutional Repositories**
- ∞ **Kertas Soalan Peperiksaan Elektronik (EQPS)**
- ∞ **Cakera Padat (CD-ROM & DVD)**
- ∞ **Pamphlet / Risalah / Buletin / Laporan**
- ∞ **Projek Pelajar Berjilid**
- ∞ **Sumber Online / Elektronik (PDAT / e-Book / e-Journal)**



KELAYAKAN & TEMPOH PINJAMAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA

KATEGORI AHLI	JUMLAH PINJAMAN	TEMPOH PINJAMAN	DENDA LEWAT SEHARI (RM)
PELAJAR SEPENUH MASA	20	14	0.20



LAPORAN BUKU HILANG

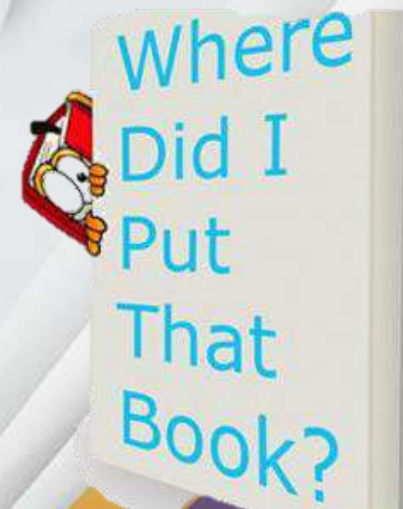
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KEHILANGAN BUKU:

- Staf dan pelajar yang kehilangan buku perlu membuat laporan segera kepada staf di Kaunter Perkhidmatan Pelanggan.

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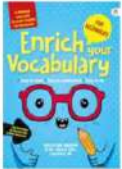
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 SENARAI BUKU : PERPUSTAKAAN TUN ABDUL RAZAK UITM CAWANGAN MELAKA
 | 23 JUDUL (m/s : 2/6)




ENRICH YOUR VOCABULARY

AUTHOR : NOR BI ABD. RAHMAN
CALL NO : PEL449.N55 2020
ISBN : 9789578609470
ACCN. NO. : 1954821
PUBLISHER : ALAF21
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 Specially written for lower primary pupils - That cover chosen topics meant for the targeted level-That consists of a wide range of words which are translated into Bahasa Malaysia-That consists of suitable exercises related with the chosen topics -With suitable answers for the exercises given.







EASY ENGLISH: EASY TO LEARN, EASY TO UNDERSTAND, EASY TO DO

AUTHOR : NOR BI ABD. RAHMAN
CALL NO : PEI1128.N35 2019
ISBN : 9789678608329
ACCN. NO. : 195614
PUBLISHER : ALAF21
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 A unique way to master English more effectively, efficiently, and easily.







GADUH-GADUH SAYANG

AUTHOR : IMMAZ HUDA
CALL NO : PLS139.46.G33 2012
ISBN : 9789831248140
ACCN. NO. : 109482
PUBLISHER : ALAF21
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 "Papa nak potongkan saya dengan anak kawan dia? Saya baru putus cinta dengan Aiman. Saya tak nak kecewa lagi. Baik saya menyamar jadi gemuk bila tengok lelaki tu. Lepas tu makeup tebal-tebal pakai cermin mata. Bila dia nampak aku teruk mesti dia tak nak kahwin dengan aku."




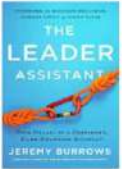


THE BIG QUESTIONS: A SHORT INTRODUCTION TO PHILOSOPHY

AUTHOR : SOLOMON, ROBERT C.
CALL NO : 8021.565 2017
ISBN : 9781305955448
ACCN. NO. : 195585
PUBLISHER : CENGAGE
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 You'll explore timeless "big questions" about the self, God, justice, and other meaningful topics, gaining the context you need for an understanding of the foundational issues, as well as the confidence to establish your own informed positions on these "big questions."







THE LEADER ASSISTANT: FOUR PILLARS OF A CONFIDENT, GAME-CHANGING ASSISTANT

AUTHOR : BURROWS, JEREMY
CALL NO : HF547.5.B87 2020
ISBN : 9781544509457
ACCN. NO. : 195566
PUBLISHER : ASSISTANTS LEAD
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 The Leader Assistant outlines four pillars that will help you rediscover your passion for the profession and become a confident, future-proof, game-changing Leader Assistant. If you neglect even one pillar, you'll head for burn-out, stagnation, and anonymity. You are meant for so much more. Are you ready to be the Leader Assistant the world needs?







YOU JUST DON'T UNDERSTAND: WOMEN AND MEN IN CONVERSATION

AUTHOR : TANNEN, DEBORAH
CALL NO : HQ734.T36 1990
ISBN : 9780060859623
ACCN. NO. : 195567
PUBLISHER : HARPERCOLLINS PUBLISHED
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 Women and men live in different worlds...made of different words. Spending nearly four years on the New York Times best-seller list, including eight months at number one, 'You Just Don't Understand' is a true cultural and intellectual phenomenon.







AL-TAWHID: ITS IMPLICATIONS FOR THOUGHT AND LIFE

AUTHOR : AL-FARUQI, ISMAIL R.
CALL NO : BP161.2.A477 1992
ISBN : 0912463791
ACCN. NO. : 195571
PUBLISHER : PERCETAKAN ZAFAR
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 If the concept of *tawhid* is central to Islam and everything Islamic, it is because of its centrality to existence and everything that exists. Indeed, Islamic science, whether religious, moral or natural is essentially a quest to discover the order underlying the variegated world of multiplicity.








EMPLOYEE MISCONDUCT


AUTHOR : MAIMUNAH AMINUDDIN
CALL NO : HF5549.5.L3 M35 2020
ISBN : 9789674571450
ACCN. NO. : 195610
PUBLISHER : CLI PUBLICATION
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 Employee Misconduct is an aid to human resource managers, industrial relations practitioners and other managers to understand what is, and what is not considered employee misconduct. After a brief overview of the disciplinary process, each chapter examines a different type of misconduct.




 Jabatan Perkhidmatan Perpustakaan
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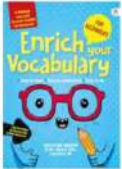
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 SENARAI BUKU : PERPUSTAKAAN TUN ABDUL RAZAK UITM CAWANGAN MELAKA
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STATUS : OPEN SHELF

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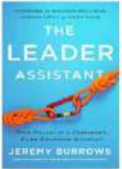


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STATUS : OPEN SHELF

ABSTRACT:
 Women and men live in different worlds...made of different words. Spending nearly four years on the New York Times best-seller list, including eight months at number one, 'You Just Don't Understand' is a true cultural and intellectual phenomenon.







AL-TAWHID: ITS IMPLICATIONS FOR THOUGHT AND LIFE

AUTHOR : AL-FARUQI, ISMAIL R.
CALL NO : BP161.2.A477 1992
ISBN : 0912463791
ACCN. NO. : 195571
PUBLISHER : PERCETAKAN ZAFAR
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 If the concept of *tawhid* is central to Islam and everything Islamic, it is because of its centrality to existence and everything that exists. Indeed, Islamic science, whether religious, moral or natural is essentially a quest to discover the order underlying the variegated world of multiplicity.








EMPLOYEE MISCONDUCT


AUTHOR : MAIMUNAH AMINUDDIN
CALL NO : HF5549.5.L3 M35 2020
ISBN : 9789674571450
ACCN. NO. : 195610
PUBLISHER : CLI PUBLICATION
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
 Employee Misconduct is an aid to human resource managers, industrial relations practitioners and other managers to understand what is, and what is not considered employee misconduct. After a brief overview of the disciplinary process, each chapter examines a different type of misconduct.



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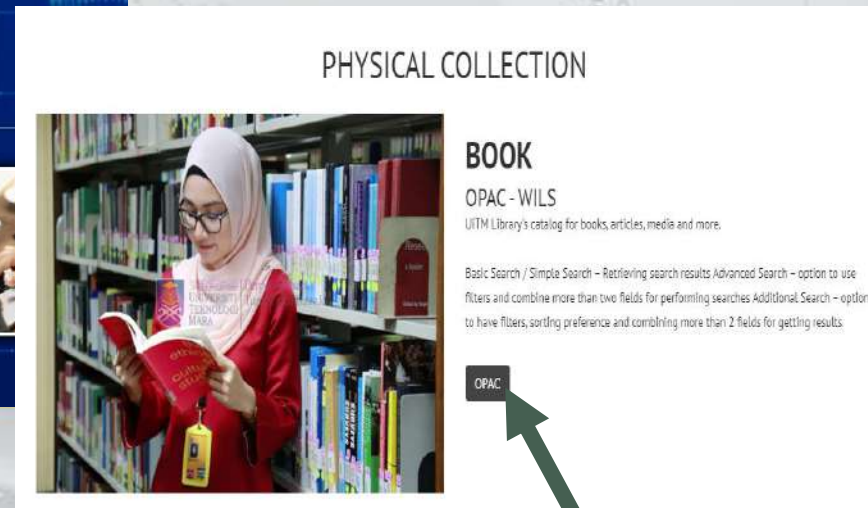
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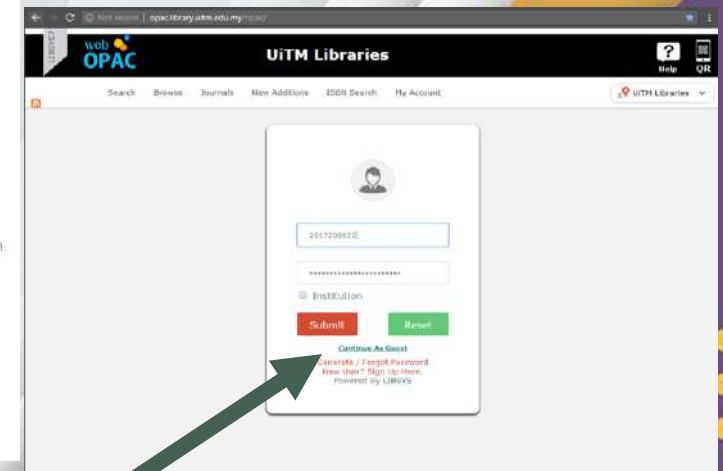
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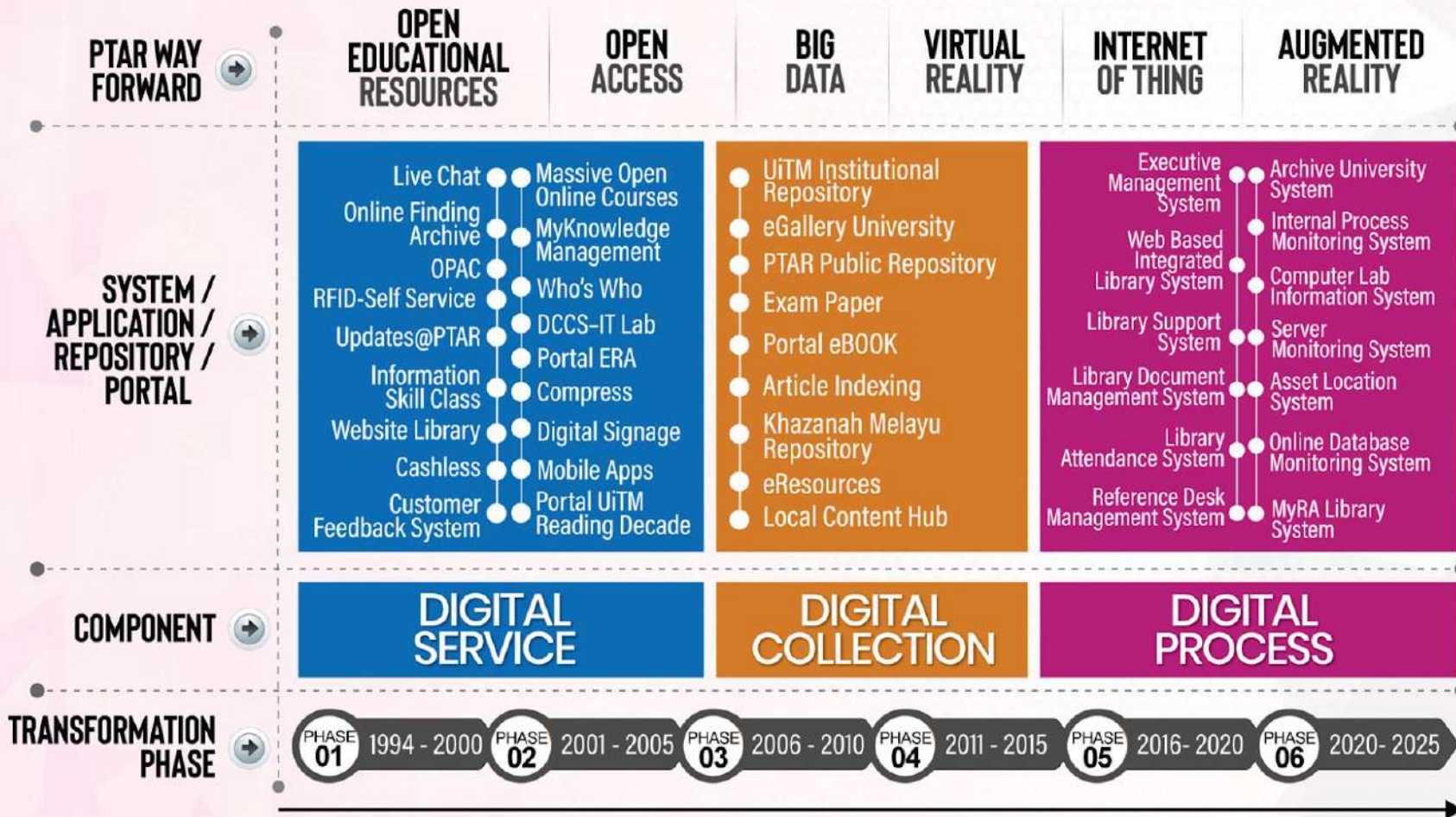
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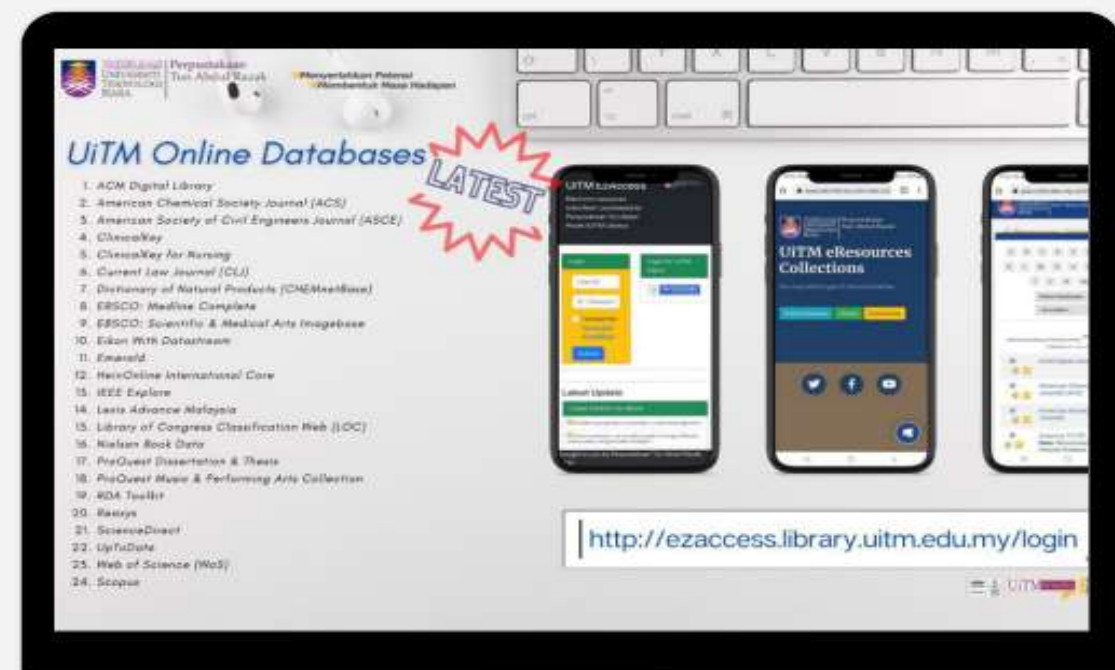
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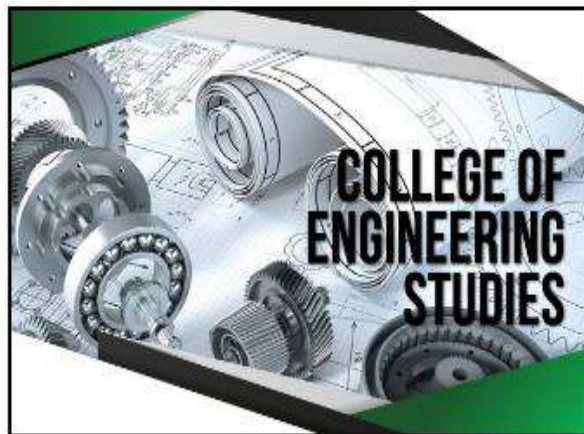
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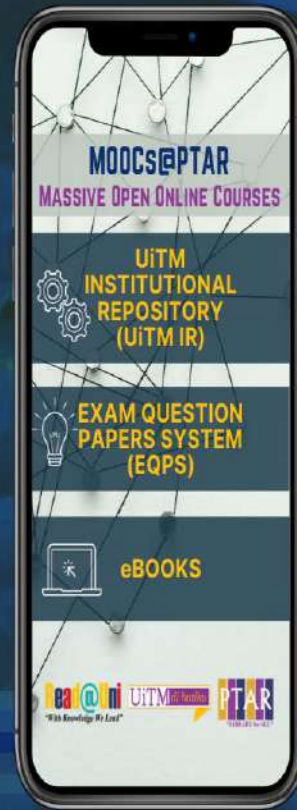
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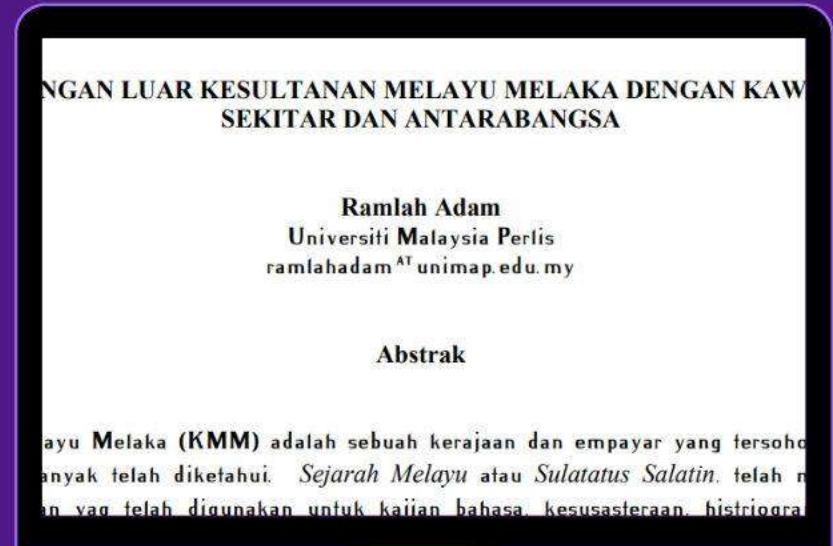
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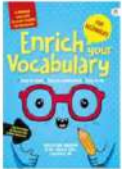
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AUTHOR : NOR BI ABD. RAHMAN
CALL NO : PE1449.N55 2020
ISBN : 9789578609470
ACCN. NO. : 1954921
PUBLISHER : ALAF21
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
Specially written for lower primary pupils - That cover chosen topics meant for the targeted level-That consists of a wide range of words which are translated into Bahasa Malaysia-That consists of suitable exercises related with the chosen topics -With suitable answers for the exercises given.







EASY ENGLISH: EASY TO LEARN, EASY TO UNDERSTAND, EASY TO DO

AUTHOR : NOR BI ABD. RAHMAN
CALL NO : PE1128.N35 2019
ISBN : 9789678608329
ACCN. NO. : 195614
PUBLISHER : ALAF21
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

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GADUH-GADUH SAYANG

AUTHOR : IMMAZ HUDA
CALL NO : PLS139.46.G33 2012
ISBN : 9789831248140
ACCN. NO. : 109482
PUBLISHER : ALAF21
LOCATION : KAMPUS BANDARAYA
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ABSTRACT:
"Papa nak potongkan saya dengan anak kawan dia? Saya baru putus cinta dengan Aiman. Saya tak nak kecewa lagi. Baik saya menyamar jadi gemuk bila tengok lelaki tu. Lepas tu makeup tebal-tebal pakai cermin mata. Bila dia nampak aku teruk mesti dia tak nak kahwin dengan aku."







THE BIG QUESTIONS: A SHORT INTRODUCTION TO PHILOSOPHY

AUTHOR : SOLOMON, ROBERT C.
CALL NO : 8021.565 2017
ISBN : 9781305955448
ACCN. NO. : 195585
PUBLISHER : CENGAGE
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
You'll explore timeless "big questions" about the self, God, justice, and other meaningful topics, gaining the context you need for an understanding of the foundational issues, as well as the confidence to establish your own informed positions on these "big questions."





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AUTHOR : BURROWS, JEREMY
CALL NO : HF547.5.B87 2020
ISBN : 9781544509457
ACCN. NO. : 195566
PUBLISHER : ASSISTANTS LEAD
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
The Leader Assistant outlines four pillars that will help you rediscover your passion for the profession and become a confident, future-proof, game-changing Leader Assistant. If you neglect even one pillar, you'll head for burn-out, stagnation, and anonymity. You are meant for so much more. Are you ready to be the Leader Assistant the world needs?





YOU JUST DON'T UNDERSTAND: WOMEN AND MEN IN CONVERSATION

AUTHOR : TANNEN, DEBORAH
CALL NO : HQ734.T36 1990
ISBN : 9780060859623
ACCN. NO. : 195567
PUBLISHER : HARPERCOLLINS PUBLISHED
LOCATION : KAMPUS BANDARAYA
STATUS : OPEN SHELF

ABSTRACT:
Women and men live in different worlds...made of different words. Spending nearly four years on the New York Times best-seller list, including eight months at number one, *You Just Don't Understand* is a true cultural and intellectual phenomenon.





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EMPLOYEE MISCONDUCT

AUTHOR : MAIMUNAH AMINUDDIN
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Perpustakaan
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Feel free to access our eJournal collections through

<http://qr.library.uitm.edu.my/ejournal>



The screenshot shows the 'E-Resources: E-Journal' website. The browser address bar displays <https://bit.ly/3kSxKhv>. The page header includes the Universiti Teknologi MARA logo and the text 'Perpustakaan Tun Abdul Razak E-Resources: E-Journal'. Below the header, there are two search boxes: 'Search Databases' with a 'Quick Search' field and a 'Go' button, and 'Search E-Book' with a search field and a 'Find' button. To the right, there is an 'EzAccess Account' section with 'LOGOUT' and 'E-Res' buttons. The main content area features a navigation bar with letters A through W, a 'Num' field, and dropdown menus for '- by format -' and '- by subject -'. Below this, it says 'displaying databases filtered by E-Journal >> view all types' and 'expand all descriptions'. A list of databases is shown, including 'Adelphi Papers', 'Advances In Wound Care', 'Alternative And Complementary Therapies', and 'Analyst'. On the right side, there are three promotional banners: 'Covid-19 Collection' with a virus image, 'Library Service Quality' with a document icon, and 'User Satisfaction Surve'.

PERKHIDMATAN SOKONGAN PENYELIDIKAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UITM CAWANGAN MELAKA



- 1. Konsultasi Perkhidmatan Maklumat, Penyelidikan dan Rujukan**
- 2. Kelas Kemahiran Maklumat**
- 3. Reference Manager (Mendeley/Endnote)**
- 4. Phd Clinic@PTAR (Shah Alam)**
- 5. Selective Dissemination of Information**



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PUSTAKAWAN

Rujukan

PTAR UiTM Cawangan Melaka



STAY CONNECTED

HAVE A QUESTION? NEED ASSISTANCE?

CHAT WITH Librarian

MONDAY-FRIDAY | 08.30am - 05.00pm

**PLEASE BE INFORMED THAT CHAT SERVICES WHILE OFFLINE
WILL BE ATTENDED VIA REQUESTOR'S EMAIL

SIMPLE TIPS

01. ACCESS THROUGH THE LIBRARY'S SERVICE PORTAL
02. USER INFORMATION - Key in user information
03. CHAT WITH LIBRARIAN - Start your chat with the librarian



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



PLEASE SCAN
HERE

ONLINE INFORMATION LITERACY CLASS

- Online Information Literacy Class (e-ILC) is a user education programme conducted via online to UiTM researchers, academicians and students.
- In e-ILC, participants will learn on how to find research materials effectively from library resources.

"Need help in your assignment / research? Join our Info Literacy Class!"

- LSC 100 : Introduction to Library System
- LSC 101 : Introduction to PTAR Electronic Resources
- LSC 102 : Online Database for Literature
- LSC 200 : Advanced Literature Search / (Scopus: World's Largest Scientific Database)
- LSC 201 : Advanced Literature Search II (Identify Collaborators Using Web of Science)
- LMS300 :Reference Management Software-Endnote
- LMS301 :Reference Management Software-Mendeley
- LMS302 :Easy Write with Microsoft Word
- LSA400 :Writing & Publishing
- LSA401 :Open Acces for Scholar by Publication
- LSA402 :Google Scholar & Google Drive

MEDIUM :
Google Meet / Webex etc

DURATION :
1 - 2 Hours (depends on the module selected)

HOW TO APPLY :
Login to e-KKM Booking System :
<https://ekkm.uitm.edu.my/ekkmu/kkm/>



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KELAS KEMAHIRAN MAKLUMAT

Maklumat lanjut :



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PTAR UiTM Cawangan Melaka bersedia dalam memberikan sokongan pembelajaran melalui Perkhidmatan Digital bagi memudahkan warga UiTM mendapatkan maklumat dan bahan rujukan.

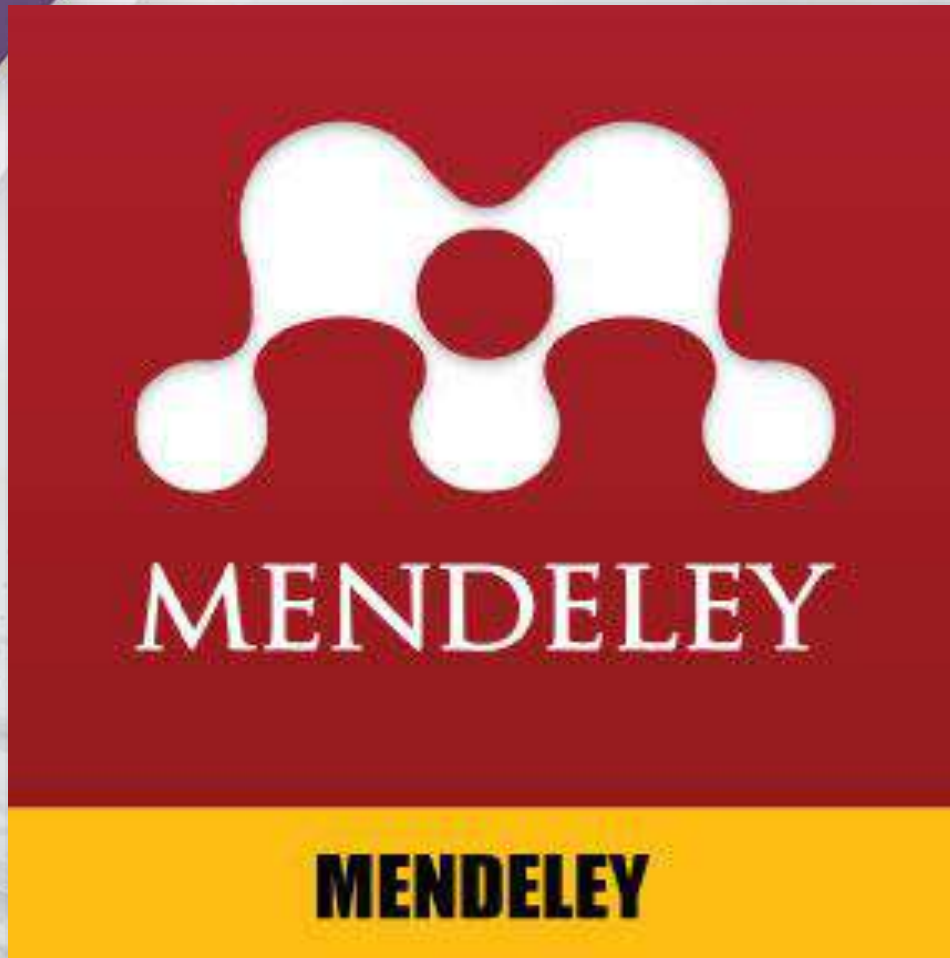
Bagi memberikan tunjuk ajar yang lebih berkesan, Kelas Kemahiran Maklumat ditawarkan kepada semua pengguna.

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

PERKHIDMATAN SOKONGAN PENYELIDIKAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA

REFERENCE MANAGER



MEDIUM SOSIAL MEDIA RASMI

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA



A vertical card with a blue and orange background. At the top left is a share icon, and at the top right is a 'Subscribe' button with a bell icon. Below these is a circular logo for 'PERPUSTAKAAN TUN ABDUL RAZAK UiTM CAWANGAN MELAKA'. The handle '@ptaruitmmelaka' is displayed. Below the handle are eight dark grey rounded rectangular buttons, each containing a social media platform name: Website PTAR UiTM Melaka, Live Chat PTAR UiTM Melaka, Twitter PTAR UiTM Melaka, Facebook PTAR UiTM Melaka, Instagram PTAR UiTM Melaka, Telegram PTAR UiTM Melaka, Youtube PTAR UiTM Melaka, and TikTok PTAR UiTM Melaka.

<https://linktr.ee/ptaruitmmelaka>



A graphic for a WhatsApp promotion. At the top, it says 'Dear library users and researchers, as part of UiTM's ODL'. Below this, it states 'UiTM Library Reference Services is now on WhatsApp'. A small image of a smartphone shows the PTAR UiTM Cawangan Melaka (KAG) WhatsApp chat interface with a QR code. To the right of the phone, four green arrow-shaped boxes list services: RESEARCH INQUIRY, SUGGESTION AND RECOMMENDATION, LIBRARY SERVICES AND COLLECTION, and QUICK REFERENCE. At the bottom, it says 'Let's WhatsApp' with the WhatsApp logo, 'CONNECT WITH US NOW', and the phone number '06-5582086' for Alor Gajah Campuses. The bottom of the graphic features the slogan 'STAY CONNECTED ANYWHERE | ANYTIME | ANYONE' and icons for various social media platforms.



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Tun Abdul Razak
Cawangan Melaka

UNIT ARKIB CAWANGAN

PERPUSTAKAAN TUN ABDUL RAZAK

UiTM CAWANGAN MELAKA

UNIT ARKIB CAWANGAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA

UNIT ARKIB UiTM CAWANGAN MELAKA
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KEMUDAHAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
UiTM CAWANGAN MELAKA KAMPUS ALOR GAJAH



KEMUDAHAN

PERPUSTAKAAN TUN ABDUL RAZAK (PTAR)
 UiTM CAWANGAN MELAKA


 Cawangan Melaka Kampus Alor Gajah

How to Connect Wifi



-  UiTM Wifi Staf
-  UiTM Wifi Student
-  UiTM Wifi Guest
-  eduroam
User from other universities able to access to eduroam in UiTM using their email address

For first time login please activate your WiFi ID here:
<https://wifi.uitm.edu.my/activation/>

UiTM Wifi Staf 
 (Please remember your id and password)



How to Connect

Open your Wifi and find and choose either one of this SSID UiTM WiFi STAF

Android Setting	
UiTM Staff	
SSID	UiTM WiFi STAF
EAP Method	PEAP
Phase 2 Authentication	None
CA Certificate	none / Don't validate / (Unspecified)
Identity	Your UiTM Email ID (without @uitm.edu.my)
Anonymous Identity	Leave Blank
Password	Your WiFi Password

IOS Setting	
UiTM Staff	
SSID	UiTM WiFi STAF
Username	Your UiTM Email ID (without @uitm.edu.my)
Password	Your WiFi Password

Infografik Disediakan oleh:
 Bahagian Teknologi Maklumat, KAG
 Maklumat dari:
 Jabatan Infrastruktur PPII UiTM Shah Alam



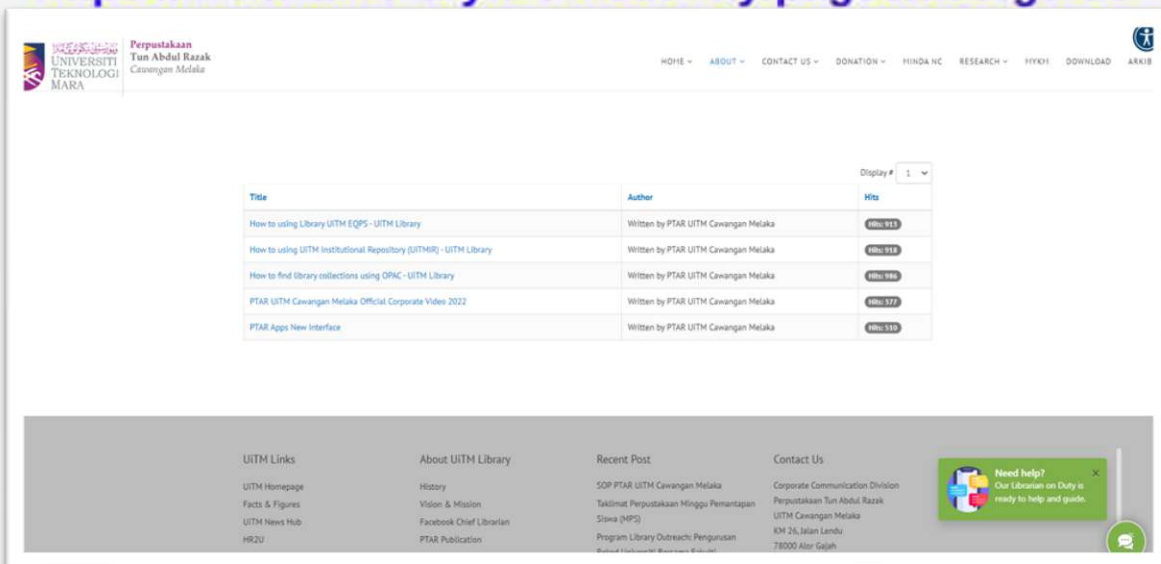
both ends of the stay
 ve note so that it looks as if
 nys. standing back to admit this




LIBRARY USER GUIDE

UiTM Library User Guide disediakan sebagai panduan buat pengguna terutama sekali kepada pelajar UiTM bagi mengetahui maklumat lebih lanjut tentang perkhidmatan atau aplikasi yang ditawarkan oleh Perpustakaan UiTM. Koleksi video panduan ini boleh diakses melalui pautan berikut :

<https://melaka.library.uitm.edu.my/pages/userguide>




UNIVERSITI TEKNOLOGI MARA
 Perpustakaan Tun Abdul Razak Cawangan Melaka

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Title	Author	Display #
How to using Library UiTM EQPS - UiTM Library	Written by PTAR UiTM Cawangan Melaka	100/913
How to using UiTM Institutional Repository (UiTMR) - UiTM Library	Written by PTAR UiTM Cawangan Melaka	100/918
How to find library collections using OPAC - UiTM Library	Written by PTAR UiTM Cawangan Melaka	100/980
PTAR UiTM Cawangan Melaka Official Corporate Video 2022	Written by PTAR UiTM Cawangan Melaka	100/572
PTAR Apps New Interface	Written by PTAR UiTM Cawangan Melaka	100/530

UTM Links: UTM Homepage, Facts & Figures, UTM News Hub, HR2U
 About UiTM Library: History, Vision & Mission, Facebook Chief Librarian, PTAR Publication
 Recent Post: SOP PTAR UiTM Cawangan Melaka, Taklimat Perpustakaan Minggu Penempatan Siswa (MPS), Program Library Outreach: Pengurusan Bilik Personal Reading Room
 Contact Us: Corporate Communication Division, Perpustakaan Tun Abdul Razak, UiTM Cawangan Melaka, KM 2A, Jalan Landu, 78000 Alor Gajah

Need help? Our Librarian on Duty is ready to help and guide.




LIBRARY USER GUIDE


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 Perpustakaan Tun Abdul Razak Cawangan Melaka


UPDATE
PTAR APPS
FOR LIBRARY USERS



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#KELUARGA PTAR UCM

LINK KEHADIRAN DAN NOTA TAKLIMAT PERPUSTAKAAN PTAR UiTM CAWANGAN MELAKA



KEHADIRAN



NOTA