

BORANG INFORMATION LITERACY PROGRAMME

Nota / Notes:

1. Peserta digalakkan untuk membawa laptop untuk setiap modul untuk tujuan latihan.
Participants are encouraged to bring their own laptop for every module for hands-on purpose.
2. Minimum peserta untuk setiap modul adalah seramai lima (5) orang.
A minimum of five (5) participants per module are required to start a class.
3. Kelas akan dijalankan pada setiap hari Rabu berdasarkan jadual atau permohonan secara *ad-hoc*.
Classes will be conducted on Wednesday or on ad-hoc based requests.

BUTIRAN PEMOHON / APPLICANT DETAILS

Nama pemohon: <i>Applicant name</i>	
No. Kad Pengenalan/Passport: <i>No. IC/Passport</i>	No. Telefon Bimbit: <i>Hp No.</i>
Fakulti/Jabatan: <i>Faculty/ Department</i>	Kursus: <i>Course</i>
<input type="checkbox"/> Staf/Staff <input type="checkbox"/> Pelajar/Student	

A. BERDASARKAN JADUAL / WEEKLY PROGRAMME

Masa	10.00 am – 12.00 pm	✓	2.30 pm – 4.30 pm	✓
Minggu				
Minggu 1	<i>Library Skills (Basic) – Introduction to UNISEL Library</i>		<i>Library Skills (Basic) – Introduction to UNISEL Library</i>	
Minggu 2	<i>Library Skills (Advance) - Finding Information Resources in & Beyond UNISEL Library + Hands on Online Database & Free Access Journals</i>		<i>APA Citation and Style Guide + Managing & Citing Your Sources Using Mendeley</i>	
Minggu 3	<i>Hands on Online Database & Free Access Journals + Google Scholar for Researcher</i>		<i>Turnitin (pensyarah sahaja / lectures only)</i>	
Minggu 4	<i>Library Skills (Basic) – Introduction to UNISEL Library</i>		<i>Hands on Online Database & Free Access Journals + APA Citation and Style Guide</i>	

B. ATAU PERMOHONAN SECARA AD-HOC / OR AD-HOC BASED REQUESTS**BUTIRAN KELAS / CLASS DETAILS**

Tarikh kelas: <i>Date</i>	Waktu kelas: <i>Time</i>
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BUTIRAN KELAS / CLASS DETAILS

Jumlah Peserta: <i>No. of participants</i>
Tempat: <i>Venue</i>
<input type="checkbox"/> Perpustakaan UNISEL, Kampus Bestari Jaya (≤ 50 orang) <i>UNISEL Library, Bestari Jaya Campus (≤ 50 participants)</i>
<input type="checkbox"/> Fakulti & Nama bilik: _____ <i>Faculty</i>
<input type="checkbox"/> Lain – lain : _____ <i>Others</i>

UNTUK KEGUNAAN PERPUSTAKAAN / FOR LIBRARY USE

Diterima oleh <i>Received by</i>	:		Tarikh <i>Date</i>	:	
Disemak oleh: <i>Authorised by</i>	:		Tarikh <i>Date</i>	:	