

REGISTRATION

Please register online at this address:

<http://www.wisdomsynergy.com/OriCat2015>

or visit

<http://www.wisdomsynergy.com>

REGISTRATION FEE (WITHOUT ACCOMMODATION)

Early Bird Registration (before/on 5 September 2015)	RM 850 – 1 participant
Early Bird Registration (before/on 5 September 2015)	RM 1,670 – 2 participants
Early Bird Registration (before/on 5 September 2015)	RM 2,460 – 3 participants
Early Bird Registration (before/on 5 September 2015)	RM 3,220 – 4 participants

Normal Registration (after 5 September 2015)	RM 890 – 1 participant
Normal Registration (after 5 September 2015)	RM 1,750 – 2 participants
Normal Registration (after 5 September 2015)	RM 2,580 – 3 participants
Normal Registration (after 5 September 2015)	RM 3,380 – 4 participants

Last Day to Register: 2 October 2015

For enquiries, please contact:

Aliza (019-244 8983) or Ayati (019-708 5435) or e-mail wisdomsynergy@gmail.com

For enquiries on how to get to Mandarin Court Hotel, Jalan Maharajalela KL

Tel: 03-2273 9933, Web: <http://www.mandarincourthotel.com.my/location.php>

(Near KL Monorail Maharajalela, LRT Hang Tuah, Berjaya Times Square, Bukit Bintang)

- The registration fee covers workshop materials, lunches and refreshments.
- All cancellations must be notified in writing five (5) working days before the event date ; otherwise the workshop fee will be billed to your organisation.
- The organiser reserves the right to amend the programme, facilitator, date and venue of the workshop due to unforeseen circumstances or circumstances beyond our control.
- For Government agencies, Wisdom Synergy accepts Local Order (LO) for payment processing
- For payment through cheques, please make cheques payable to "Wisdom Synergy Enterprise"
- For payment via telegraphic transfer, please indicate your organisation name in the payment details

ACCOUNT DETAILS
Name of Bank : **Bank Islam Malaysia Berhad**
Address of Bank : Cawangan Shah Alam, Tingkat Bawah, Wisma Perbadanan Kemajuan Pertanian Selangor (PKPS), Seksyen 14, Persiaran Perbandaran, 40675 Shah Alam, Selangor.
Account No. : **12038010084361**



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FB : www.facebook.com/wisdomsynergy
Ministry of Finance : 357-02198599

ORIGINAL CATALOGUING FOR PROBLEMATIC MATERIALS

FACILITATOR: CIK SALMAH SALLEH
M.L.S. (Loughborough); D.L.I.S. (Loughborough);
B.Lib.Sc. (UiTM)

Date: 7 & 8 October 2015

Venue: Mandarin Court Hotel, Jalan Maharajalela KL
(Hotel GPS Coordinates: 3.137390, 101.700687)

Introduction

When we catalog library resources, we provide access to them for our library patrons. However, one time or another, cataloguers would encounter problem materials, that need prompt and correct decision on how to handle them. Often time we just leave them and stash them away on the shelves. We would like to forget them but cannot because at the end of the day we just add up to the statistics for back logs. The reality is that someone out there may need these materials very badly.

To provide access to them cataloguers need to CATALOGUE. This two day workshop will share with you how to handle such problematic materials effectively. You will be able to sharpen your cataloguing skills, reduce the number of back logs and hence provide uninterrupted service for your library patrons.

Target Audience

Have at least 1 year of cataloguing experience

Workshop Objectives

- 1) To enhance professional knowledge of best practices in executing original cataloguing.
- 2) To acquire and refresh current aspects of descriptive cataloguing specific to problematic materials.
- 3) To discuss important issues of problematic materials and consequently aid decision making relating to cataloguing policies and procedures.

Workshop Delivery

A combination of lectures, individual exercise, group exercise and discussion.

DAY 1

Time	Programme
08:00 – 09:00	Registration Tea/Coffee
09:00 – 10:00	Introduction to problematic materials
10:00 – 10:30	Break
10:30 – 12:30	Original cataloguing of challenging audiovisual materials
12:30 – 02:00	Lunch
02:00 – 05:00	Original cataloguing of intricate realia and 3D artefacts
05:00	Break END OF DAY1

DAY 2

Time	Programme
08:00 – 09:00	Registration Tea/Coffee
09:00 – 10:00	Original cataloguing of tricky and puzzling books : Thesis, proceedings, accompanying materials, reports
10:00 – 10:30	Break
10:30 – 12:30	Original cataloguing of tricky and puzzling books : Thesis, proceedings, accompanying materials, reports, contd.
12:30 – 02:00	Lunch Break
02:00 – 04:00	Original cataloguing of complex print and non-print serials
04:00 – 04:30	Q & A
04:30 – 05:00	Certificate and group photography
05:00	Break END OF WORKSHOP



Ms Salmah Hj Salleh

*M.L.S.(Loughborough);
D.L.I.S.(Loughborough);
B.Lib.Sc.(UiTM)*

Prior to establishing Wisdom Synergy Enterprise, Ms Salmah Hj Salleh was a lecturer at the Faculty of Information Studies, Universiti Teknologi MARA (UiTM), actively educating Library and Information Science students for more than seventeen years. Her areas of expertise are Cataloguing & Classification, Information Storage & Retrieval, Organisation of Information, Computerised Cataloguing, Metadata for Resource Recovery, Library Management, Community Information Services and Academic Libraries. Ms Salmah began her professional career at Universiti Putra Malaysia (1978-1986). At UPM she was first a Library Officer, followed by a Reference Librarian and Cataloguer. Upon receiving the Commonwealth Scholarship Commission (1979-1980), Salmah attained her Master's in Library Science from the Loughborough University of Technology (UK). She also holds a Postgraduate Diploma in Library Studies from the Loughborough University of Technology and a Bachelor in Library Science from Institut Teknologi MARA, now known as UiTM. She was also a recipient of the BISA Fellowship (1984-1985) attached at the University of Sydney Library. She had the opportunity whilst there to attend a two-week course (Information Method) at the Kurringgai College of Education (Sydney, NSW) and a two-week academic visit to libraries in Canberra, Australia.

In 1992, Salmah worked with INFOKRAF Malaysia for a data conversion consultant project. She was also actively involved with organisations such as MASTIC, KTKM, ATMA and UPSI for similar projects. She was previously a member of ILMU (Integrated Library Management Utility), previously known as SISPUKUM (Sistem Perpustakaan Berkomputer), a text-based integrated library system.

Since her retirement from UiTM, she has been very active conducting courses, workshops, training and consultations for libraries and library professionals across Malaysia covering specific topics such as Cataloguing of Electronic Resources, Cataloguing and Classifying Information Resources, Cataloguing Policies, MARC Tagging and Coding, Organisation of Information Materials, Metadata, and NLM Classification.

An ardent and passionate cataloguer, Salmah was blessed with the opportunity to spread her expertise internationally when she was involved with Brunei and Aceh projects, and her most recent overseas project was in March 2013, with the Malaysian Consulate in Pekanbaru, Indonesia.