

Registration Form

Academic Writing Workshop
for Librarians

23 - 24 February 2016

Name : _____

Position : _____

Name/Address of Organization:

Phone no (O) : _____

(HP): _____

Email : _____

Date : _____

Signature :

- Registration fee for PPM members is RM450 per person and for non PPM members is RM500 per person.
- The registration fee covers reading materials and refreshments.

University of Malaya Library
50603 Lembah Pantai
Kuala Lumpur



ACADEMIC WRITING WORKSHOP FOR LIBRARIANS

23 - 24 February 2016
Auditorium, Central Library
University of Malaya



Jointly organized by :



University of Malaya Library



Persatuan Pustakawan Malaysia

FACILITATOR



Dr. Janaki Sinnasamy

- PhD (Library and Information Science),
- MESL (Masters in English as a Second Language)
- M. A. (Library & Information Science)(UK)

Dr. S Janaki has vast experience in the field of library and information science; from the basics of librarianship involving collection development, cataloguing, indexing, and referencing to the advanced areas of information literacy, content management of electronic records, and creating bibliographies. She has presented in numerous conferences and has been an invited speaker in various forums and discussions. She has written many articles, with at least four published in the ISI Web of Science. She was also a lecturer for postgraduates and undergraduates in this field.

She now runs **JS Info Management Services**. A fee-based information service customized to fit her client's needs. The services include: providing information for research, managing information & references, consultation & training, writing & editing, translation as well as indexing & abstracting.

<http://www.jsinfomanagement.com>

AIM & OBJECTIVES

The main aim of this workshop is to assist librarians in improving their academic writing. The objectives of the Workshop are to guide them in :

- Exploring the possible areas for academic writing
- Understanding the concept of structure in academic writing
- Developing and enhancing styles of writing
- Knowing where to publish

LEARNING OUTCOMES

At the end of the workshop, librarians would be able to :

- Make use of available facts, statistics and data to write a conference paper or journal article,
- Comprehend the concept of structure and style of writing.

DATE / VENUE

- Date : 23 - 24 February 2016
- Venue : Auditorium, Central Library, University Malaya
- Time : 9.00 a.m. - 5.00 p.m.

PAYMENT METHOD

Payment must be made by crossed cheque or money order and payable to *Bendahari Universiti Malaya*. We also accept cash or you can bank-in to *Bendahari Universiti Malaya's* CIMB account (8001279998). Please e-mail / fax the bank-in slip together with the registration form as proof of payment.

Contact us at :

- Email : rziyah@um.edu.my
- Fax : 03-79673661
- Tel.no : 03-79673299/3304

TENTATIVE PROGRAM

Day / Time	Program
DAY 1	
9.00 a.m. - 10.00 a.m.	Introduction Purpose of academic writing Types of publications
10.00 a.m. - 10.30 a.m.	<i>Tea Break</i>
10.30 a.m. - 11.30 a.m.	Topic Selection (*Group Work) Deciding on a topic and data collection method
11.30 a.m. - 12.30 p.m.	Review and Comments on Group Work <i>Lunch Break</i>
2.30 p.m. - 3.30 p.m.	Understanding Structure
3.30 p.m. - 3.45 p.m.	<i>Tea Break</i>
3.45 p.m. - 4.30 p.m.	Literature Review (Group Work)
4.30 p.m. - 5.00 p.m.	Review and Comments on Group Work
DAY 2	
9.00 a.m. - 10.00 a.m.	Writing Style <ul style="list-style-type: none">• Abstract• Introduction• Objective of Study• Research Hypotheses / Questions
10.00 a.m. - 10.30 a.m.	<i>Tea Break</i>
10.30 a.m. - 11.30 a.m.	Writing Style (continued) <ul style="list-style-type: none">• Methodology• Findings
11.30 a.m. - 12.30 p.m.	Writing Style (continued) <ul style="list-style-type: none">• Discussion• Conclusion <i>Lunch Break</i>
2.30 p.m. - 3.30 p.m.	Where and How to Publish
3.30 p.m. - 3.45 p.m.	<i>Tea Break</i>
3.45 p.m. - 4.30 p.m.	Some Tips for Conference Papers
4.30 p.m. - 5.00 p.m.	Q & A

- Group Work - 4 or 5 groups divided by work processes or author collaboration