

BAGAIMANA MEMOHON MENJADI AHLI?

- ✓ Jemputan daripada Perpustakaan Negara Malaysia
- ✓ Menghantar permohonan ke e-mel kikadmin@pnm.gov.my
- ✓ Menghubungi urus setia KIK di talian 03-2687 1925/1937
- ✓ Semua ahli hendaklah mendaftar keahlian di laman web kik.pnm.gov.my

HOW TO APPLY MEMBERSHIP?

- ✓ Invitation from the National Library of Malaysia
- ✓ Send application to the email kikadmin@pnm.gov.my
- ✓ Contact the KIK Admin at 03-2687 1925/1937
- ✓ All members are required to register for membership on the website kik.pnm.gov.my.

HUBUNGI KAMI

PERPUSTAKAAN NEGARA MALAYSIA

Urus Setia KIK,

Aras 4, Bangunan Anjung Bestari,

232, Jalan Tun Razak, 50572 Kuala Lumpur.

Tel : 03-2687 1925

E-mel : kikadmin@pnm.gov.my

Portal : kik.pnm.gov.my

Waktu Perkhidmatan:

Isnin-Jumaat : 8.00 pagi – 5.00 petang

Sabtu, Ahad dan Cuti Umum : TUTUP



KATALOG INDUK KEBANGSAAN



APA ITU KIK?

- ✓ Merupakan perkhidmatan perkongsian sumber di kalangan perpustakaan konsortium di Malaysia yang dihos dan diselaraskan oleh Perpustakaan Negara Malaysia
- ✓ Menyediakan akses kepada sumber maklumat komprehensif mengenai bahan perpustakaan di Malaysia untuk rujukan pustakawan, penyelidik dan orang awam
- ✓ Diintegrasikan dan merupakan tulang belakang kepada perkhidmatan u-Pustaka

WHAT IS KIK?

- ✓ A resource-sharing service among library consortia in Malaysia hosted and coordinated by the National Library of Malaysia
- ✓ Providing access to comprehensive information resources about library materials in Malaysia for reference by librarians, researchers, and the general public
- ✓ Integrated and serves as the backbone of the u-Pustaka service

OBJEKTIF KIK

- ✓ Memudahkan perkongsian data katalog yang berkualiti tinggi bertepatan dengan standard kebangsaan dan antarabangsa
- ✓ Mewujudkan pangkalan data berpusat bagi memudahkan akses kepada sumber maklumat bahan dan mengenal pasti lokasi bahan
- ✓ Memudahkan proses kerjasama dalam pengkatalogan
- ✓ Memudahkan dan mempercepatkan pengesanan bahan untuk perkhidmatan pinjaman antara perpustakaan
- ✓ Memudahkan pengurusan ilmu

KIK OBJECTIVES

- ✓ Facilitating sharing of high-quality catalogue data in accordance with national and international standards
- ✓ Establishing a centralized database to facilitate access to information resources and identify the materials location
- ✓ Facilitating collaboration processes in cataloguing
- ✓ Simplifying and expediting material tracking for inter-library loan services
- ✓ Facilitating knowledge management

AHLI KONSORTIUM

- ✓ Perpustakaan Negara
- ✓ 116 Perpustakaan Khusus Gunasama
- ✓ 27 Perpustakaan Akademik
- ✓ 14 Perpustakaan Awam Negeri
- ✓ 2 Perpustakaan Swasta

PERKHIDMATAN

- ✓ Pengurusan Data Konsortium (Pengemaskinian Data)
- ✓ Pengkatalogan (*Copy Cataloguing and Original Cataloguing*)
- ✓ Perkongsian Bahan Fizikal (*Interlibrary Loan & Document Delivery*)
- ✓ Perkongsian Data (*Data Harvesting, Web Upload, Web Catalogue*)
- ✓ Pencarian Sumber Maklumat (Rekod Bibliografi dan Repositori Institusi)

CONSORTIUM MEMBER

- ✓ National Library
- ✓ 116 Government Special Library
- ✓ 27 Academic Library
- ✓ 14 State Public Library
- ✓ 2 Private Libraries

SERVICES

- ✓ Consortium Data Management (Data Updating)
- ✓ Cataloguing (*Copy Cataloguing and Original Cataloguing*)
- ✓ Physical Material Sharing (*Interlibrary Loan & Document Delivery*)
- ✓ Data sharing (*Data Harvesting, Web Upload, Web Catalogue*)
- ✓ Information Source Retrieval (*Bibliographic Records and Institutional Repositories*)

PENGUNGA SISTEM

- ✓ Pentadbir Organisasi (Admin)
 - Mengemaskini maklumat organisasi termasuk menyediakan polisi sirkulasi milik organisasi
 - Membina, dan mengurus pengguna serta peranan pengguna sesebuah organisasi. Memantau status akaun dalam modul ILL.
 - Memantau status penuaian data dan peringatan yang berkaitan dengan organisasi
- ✓ Pengkatalog (Catalogue)
 - Membina dan mengemaskini rekod katalog sesebuah organisasi
 - Membina dan mengemaskini maklumat kepunyaan
- Membuat pengkatalogan salin dan memuat turun rekod katalog daripada sistem KIK
- ✓ Pegawai Pinjaman Antara Perpustakaan (Interlibrary-Loan)
 - Menyediakan polisi sirkulasi sesebuah organisasi
 - Memantau status permohonan ILL dan memberi respon kepada permohonan organisasi lain
 - Membina dan mengurus jadual peringatan bagi proses ILL

SYSTEM USER

- ✓ Organisation Admin (Admin)
 - Updating organizational information including providing circulation policies for the organization
 - Constructing and managing users and user roles for the organization. Monitoring account statuses in the ILL module
 - Monitoring data harvesting status and relevant alerts associated with the organization
- ✓ Cataloguer (Catalogue)
 - Creating and updating catalogue records owned by the organization
 - Constructing and updating ownership information
- Creating copy cataloguing and downloading catalogue records from the KIK system
- ✓ Interlibrary Loan Officer
 - Providing organization circulation policies
 - Monitoring ILL request statuses and responding to requests from other organizations
 - Creating and managing reminder schedules for the ILL process.