MEMO

29th September 2021

To:

All Academic Staffs and Students

North Borneo University College

MEMO ON THE USAGE OF LIBRARY SYSTEM AND ONLINE JOURNAL

With all due respect regarding the above matter.

2.   North Borneo University College's library has introduced the Open Source Integrated Library System (KOHA) as the library's cataloging system and Gale Expanded Academic ASAP as the main source of online journals and databases.

3.   The main purpose of KOHA System is to provide conveniences to all users in searching the books and reserving the library materials online. Meanwhile, the purpose Gale Expanded Academic ASAP is to allow users to download journals and articles from various subjects and topics.

4.   Therefore, all staff and students of North Borneo University College are strongly encouraged to use this particular KOHA System and Gale Expended Academic ASAP for the purpose of teaching and learning in the class.

5.   Below are the links that can be used to log into KOHA System and Gale Expanded Academic ASAP:

   a)   KOHA System link: https://nbuc.koha.my/
        Username: your name (small letter)
        Password: Abc123 (you may change after login)
   b)   Gale Expanded Academic ASAP link: https://infotrac.galegroup.com/itweb/myguc
        Password: research

6.   Attached herewith are the manual on how to use KOHA System and Gale Expanded Academic ASAP database, the journals subscribed by the library as well as the library's rules and regulations.

7.   If you do have any problems with regards to these newly-launched library systems, don't be hesitate to contact North Borneo University's College's Librarian, Miss Wilma at **010-2158164** or email at **willma@nbuc.edu.my.**

ACADEMIC AFFAIRS

NORTH BORNEO UNIVERSITY COLLEGE