

A REPORT OF THE STUDENT INDUSTRIAL WORK EXPERIENCE SCHEME (SIWES)

HELD

AT THE KWARA STATE PUBLIC LIBRARY

by

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(ND/23/LIS/FT/0009)

Location and brief history of Kwara state library

The Kwara State library gives a better picture of a public library. The State library is located in the heart of Ilorin; the strategic location has created a solid platform for users to locate us from every corner of the city. The state library is therefore located at No 1, Sulu Gambari Road, P.M.B. 1561, Ilorin, Kwara State, Nigeria.

WORK DONE AND EXPERIENCE GAINED IN EACH SECTIONS

WORK DONE AT THE ACQUISITION SECTION



- ✓ Stamping of new materials with library ownership stamp.
- ✓ I registered newly acquired materials into library accession register.
- ✓ I worked with different types of stamps and how to properly stamp information materials

WORK DONE AT THE CLASSIFICATION SECTION



I determined subject and did subject catalogue
With: (Sear's List of Subject Heading, and Dewey
Decimal Classification Scheme.)

I learnt how to determine subject in information
materials through the following:

- Table of content in a book
- The preface of the book and
- Introduction of the books

WORK DONE AT THE CIRCULATION SECTION
(READER SECTIONS)
HUMANITIES, SCIENCE & TECH. AND REFERENCE



- Shelving of consulted materials
- Monitoring of user activities
- I charged and discharged materials to users within the library
- I did daily shelf-reading and Shelving of materials
- I took daily statistics of users and resources consulted

SERIAL AND GOVERNMENT DOCUMENTS SECTION



- I collected newspapers from the vendor every morning and process them by stamping.
- I dusted all the materials on the shelves first thing in the morning.
- I assisted the librarian in charged of government documents to bok for information in gazette.
- I bind old newspapers together for future references.

WORK DONE AT THE CHILDREN SECTION



- I coordinated activities of different primary school pupils that came for excursion in the library.
- I attended to children who came to the library to read and explained some aspect of story to them.



THE EQUIPMENT USED

Stamp



Shelf

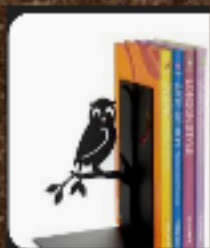


Subject heading of sears list



THE EQUIPMENT USED

Book guard



Computer



Toys



THE EQUIPMENT USED

Television



Radio



Catalogue cabinet



LIBRARY ADVOCACY AT SHEIK ABDULSALAM SENIOR SECONDARY SCHOOLS, ILORIN



SUMMARY

Students Industrial Work Experience Scheme (SIWES) is a program that was designed to equip students with work skills, methods and processes of an industry. The Kwara State Library has many staffs this includes professionals and non-professionals, with a Director and a Deputy Director as the head of the institution.

Thanks for listening