<table>
<thead>
<tr>
<th>Week Semester</th>
<th>Date</th>
<th>Lecture</th>
<th>Topics Lecture</th>
</tr>
</thead>
</table>
| 1.            | 9 Sept 2019 – 13 Sept 2019 | 1       | • ‘Icebreaking’  
• ‘Knowing Your Library’  
• Briefing / Proforma Course                                                                                  |
|               | Birthday of DYMM SPB Yang Di-Pertuan Agong |         |                                                                                 |
| 2.            | 16 Sept 2019 – 20 Sept 2019 | 2       | • ‘Information Cycle’ & Basic References  
• Activity: Exercise 1  
• Briefing on Coursework                                                                                   |
| 3.            | 23 Sept 2019 – 27 Sept 2019 | 3       | • Identifying Type of References  
• Activity: Exercise 2  
• Submission of Coursework Topics                                                                 |
| 4.            | 30 Sept 2019 – 4 Oct 2019 | 4       | • OLM 1 (Online Learning Module)                                               |
| 5.            | 7 Oct 2019 – 11 Oct 2019 | 5       | • Search Methodology  
• Activity: Exercise 3  
• Coursework Part A                                                                                     |
• Activity: Exercise 4                                                                                  |
• Activity: Exercise 5  
• Activity: Manual Data Input (Part B) to EndNote  
• Coursework Part B                                                                                     |
| 8.            | 28 Oct 2019 – 1 Nov 2019 | 8       | • Online Databases  
• Activity: Exercise 6 & Upload Data to Software  
• Endnote  
• Coursework Part C                                                                                     |
|               | Deepavali Replacement |         |                                                                                 |
|               | 28 Oct 2019 – 10 Nov 2019 |         | **SEMMESTER BREAK**                                                        |
| 9.            | 11 Nov 2019 – 15 Nov 2019 | 9       | • Internet & Web Resources  
• Activity: Exercise 7 & Upload Data to Software  
• Endnote  
• Coursework Part D                                                                                     |
| 10.           | 18 Nov 2019 – 22 Nov 2019 | 10      | • OLM 2 (Online Learning Module)                                               
• Digital Information Resources @ UMLib (Spectrum)                                                             |
| 11.           | 25 Nov 2019 – 29 Nov 2019 | 11      | • Quiz                                                                          |
| 12.           | 2 Dec 2019 – 6 Dec 2019   | 12      | • Bibliographical Management  
• Bibliographical Management Software – *Cite While You Write*                                              |
| 13.           | 9 Dec 2019 – 13 Dec 2019  | 13      | • OLM 3 (Online Learning Module)                                               
• Turnitin (Spectrum)  
• Revision                                                                                                 |
| 14.           | 16 Dec 2019 – 20 Dec 2019 | 14      | • Test                                                                          |

**INFORNTANT DATES:**

**QUIZ:** 25 – 29 NOVEMBER 2019  
**TEST:** 16 – 20 DECEMBER 2019  
**FINAL COURSEWORK SUBMISSION (BOUND): WEEK - 13**