



# AKTO

## Aklatan Today

Volume 1, Issue 1

A stylized graphic for the AKTO logo, featuring a lightbulb shape with a yellow and green swirl inside, and a red and green book-like shape at the bottom.

### UPLB Library News: Event Highlights

The UPLB University Library's InfoLit Advanced program empowers participants with essential information literacy skills, fostering a culture of lifelong learning and digital proficiency.

In celebration of National Women's Month, the library teamed up with the Gender Center to host inspiring talks, engaging exhibits, and interactive activities, all promoting gender equality and inclusivity.

To support students during finals week, the library extended its hours and introduced the Food Box initiative, providing free snacks and meals to keep energy levels high.





# *A Message from the University Librarian*

*Dear UPLB Community,*

It is with great excitement and pride that we present the maiden issue of our UPLB Libraries Newsletter, *Aklatan Today (AKTO)*. This newsletter marks a significant milestone in our commitment to fostering a culture of learning, discovery, and innovation within our university.

I extend my heartfelt gratitude to our Library Interns from the College of Development Communication, who not only contributed their skills and enthusiasm but also gifted us with the name "AKTO." Derived from the first two letters of "Aklatan" (Filipino term for library) and the first two letters of "Today," (is the present condition), AKTO is a Filipino word meaning

"action," reflecting the dynamic activities in our library. The name of the newsletter overall signifies the swift action-orientedness of the University Library, especially in the present.

In this inaugural issue, we aim to keep you informed and engaged with the various activities, services, and resources at our libraries. Our goal is to bridge the gap between knowledge and its seekers, transcending physical and intellectual boundaries to support your academic and research endeavors.

This newsletter will serve as a vital communication tool, bringing you closer to the heart of our library community. Each section provides valuable insights into our latest acquisitions, upcoming events, technological advancements, and the personal stories of students and faculty who have found inspiration and support through our services.

Our slogan, "Knowledge Beyond Boundaries," reflects our vision of an inclusive and accessible library environment where information knows no limits. Whether you are exploring our vast digital resources, attending a workshop, or seeking research assistance, we are here to support you every step of the way.

As we look to the future, our mission is to create a future-proof university library. This means embracing innovative technologies, expanding our digital collections, and enhancing our physical spaces to meet the evolving needs of our community.

Thank you for your continued support and engagement with the UPLB Libraries. Together, let us continue to push the boundaries of knowledge, explore new horizons, and build a library that stands the test of time.

*Warm regards,*

*MARY ANN M. INGUA, MLIS, PhD*



**MARY ANN INGUA, MLIS, PhD**  
University Librarian



# InfoLit Advanced: Enhancing Information Literacy Skills at UPLB

MEAguinado



InfoLit Advanced, the fourth component of InfoSkilled –the newly rebranded Information Literacy Program of the UPLB University Library —was launched via Zoom on 11-12 April 2024. The event featured four sessions where InfoSkilled Librarians discussed essential information literacy skills: identifying, finding, evaluating, and acknowledging information. This program aims to equip participants with the necessary knowledge and skills to access information effectively and efficiently, fostering lifelong learning.

In his welcome remarks, Dr. Agham C. Cuevas, Vice Chancellor for Academic Affairs, highlighted the importance of advanced information literacy skills in today’s digital age. He hoped the program would “help cultivate informed citizens capable of discerning, evaluating, and utilizing information effectively in all aspects of life.”

Ms. Rosa Salvacion R. Bombales, College Librarian at the University Archives and Knowledge Repository Section, kicked off the first session, “Identify,” discussing the research problem identification process and concept mapping techniques. She provided a working document to be used in the subsequent sessions. In “Find,” Ms. Ella Marie S. Daradar, College Librarian at the General References and Information Services Section, shared search strategies and tools to find and retrieve relevant literature from the various online databases, compiling a list of resources for the next session.

On the second day, Mr. Jarien G. Galorio, College Librarian at the Electronic Resources and Multimedia Services Section, led the session on “Evaluate,” introducing criteria for assessing information sources’ accuracy across various formats. He emphasized the importance of evaluating information to produce quality research.

Ms. Christine G. Balmes, College Librarian at the Cataloging and Classification Section, concluded the series with “Acknowledge,” stressing the role of citing and referencing in academic and professional writing to avoid plagiarism. She provided hands-on training with Mendeley and tips for using Turnitin, for similarity detection.

The event was emceed by Mx. Lorman D. Hidalgo with Ms. Jovilyn C. Albay and Ms. Gladys Joy S. Domingo facilitating the open fora on each day.

Approximately 60 participants from various UPLB colleges attended each session. Post-learning activities were provided, and InfoSkilled merchandise was awarded to top-performing participants. University Librarian Dr. Mary Ann M. Ingua concluded the event with closing remarks, expressing gratitude and encouraging participants to continue nurturing their skills and knowledge for a brighter academic and professional future.





## CPAf Unveils Its Newly Renovated Library

EMSDaradar



Photo by ROSabrido

The College of Public Affairs and Development (CPAf) Library recently opened its doors and unveiled its new look on Wednesday, June 19, 2024.

Under the direct supervision of the Knowledge Management Office (KMO), the library offers enhanced resources supporting CPAf's academic program and research initiatives. It serves as a repository for information resources on policy, governance and development studies, and related fields in public affairs and applied social sciences.

The construction project began in October 2023 following meticulous preparation spanning a decade, culminated in a blessing ceremony on February 21, 2024. Present during the ceremony are: former Dean, Dr. Rowena D. Baconguis, alongside Dr. Maria Luz L. Malabayabas, the Head of the Knowledge and Management Office (KMO), and Rhea O. Sabrido, Head of CPAf Library.

Former Dean Baconguis expressed gratitude for all involved in the successful renovation. She emphasized the library's role as a collaborative space for students and faculty to exchange ideas and engage in academic pursuits.

Now bathed in natural light with scenic views, the renovated CPAf Library features modern, comfortable furnishings and spacious study areas designed to optimize productivity and relaxation. Equipped with computers and wireless internet access, it seamlessly integrates technology with its serene environment.

Students, faculty, and researchers are invited to explore the recently refurbished CPAf library, offering a blend of academic resources and tranquil surroundings to enrich their scholarly endeavors.

## Library REPS work to standardize workplan

VPAlcantara

The Staff Training & Development Committee Series I held the UPLB Library REPS Workplan Workshop on March 8, 2024, at the CVM Zootechniques, College of Veterinary Medicine, UPLB, College, Laguna. The workshop aimed to: 1) Standardize the different processes of each activity or project; 2) Establish standardized points for each process; and 3) Define target outputs and deliverables for every six months. Additionally, the workshop aimed to define the roles of program and project leaders responsible for monitoring implementation and to identify the team members.

The UPLB Library Workplan was aligned with the three themes discussed during the UPLB 2024-2026 Strategic Planning Workshop. They are: Theme 1. Teaching, Research, Innovation, and Creative Works for a Sustainable Society; Theme 2. Public Service for the Common Good, and; Theme 3. Consultative and Accountable Governance for the Well-being of University Constituents.

Forty-five (45) Library REPS (2 Librarians, 40 College Librarians, and 3 University Researchers) from the Main Library and Unit Libraries attended the workshop.



# UPLB Library recommended online resources



## Perlego

Perlego is a digital online library focusing on the delivery of academic, professional, and non-fiction eBooks. They have been billed as “the Spotify for Textbooks” by the Evening Standard.

Key features:

- ★ Notes and Highlights - Easy to revisit your highlights and notes later for review
- ★ Read aloud - Listen to ebooks at your own pace
- ★ Workspace, cool graphics, easy navigation, bookmark, and many more!

Create an account using the University Access:

<https://bit.ly/3RN9E9N>

## VitalSource

VitalSource Bookshelf is the world’s leading platform for distributing, accessing, consuming, and engaging with digital textbooks and course materials.

Key features:

- ★ Online and 100% Offline Access
- ★ Full Suite of Study Tools - Highlighting, notetaking, bookmarks, flashcards, and dictionaries
- ★ Assistive Technology - Read Aloud and visual adjustments



Create an account using UP Mail:

<https://bit.ly/45NLou0>

# SERVICES SPOTLIGHT

**Get to know the University Library’s helpful services!**

## OpenAthens

Openathens is an access management system that provides access to a wide range of library databases and digital resources with just one login (via single sign-on).

Key Features and benefits:

- Single sign-on
- Seamless off-site and on-site access
- Securely Authenticate User

## ID Validation

- **Online ID validation is being done every semester** in order to update the students' library records and enable access to the UPLB libraries resources and services (physical and online).
- The Main Library handles ID validation for: CAS, CAFS, Grau SCHOOL (under CAS and CAFS programs), and CAFS/CAS Joint Program.
- All other colleges operate independently and accommodate students enrolled in their respective programs.

## Plagiarism Check via Turnitin

ORIGINALITY AND TEXT SIMILARITY CHECK SERVICE

- Interested parties may send thru email the paper/s that they wish to run using Turnitin.
- For initial submissions, no exclusions and no limits would be set by default for the following:
  - Quotations, cited references or bibliography, number of words, and percentage of text similarity
- For succeeding submission, the requesting client may opt to signify their preferred settings.

Clients may also opt for In-person/Virtual Tutorial Service. Interested parties may book an appointment via [bit.ly/uplbllibonlinesession](https://bit.ly/uplbllibonlinesession) or send an email request to [universitylibrary.uplb@up.edu.ph](mailto:universitylibrary.uplb@up.edu.ph) and cc: [mmingua1@up.edu.ph](mailto:mmingua1@up.edu.ph) or they may visit the Library for in-person assistance.



# UPLB University Library and UPLB Gender Center Celebrate 2024 National Women's Month

MAJRGalapon



Photo by NABanasihan

The UPLB University Library and the UPLB Gender Center joined in the celebration of the 2024 National Women's Month from 1-31 March, grounded on the objective of transforming culture toward a more equal and inclusive future with the theme "Lipunang Patas sa Bagong Pilipinas; Kakayahan ng Kababaihan, patutunayan!"

With "Lipunang Patas sa Bagong Pilipinas," the 2024 sub-theme calls for a Bagong Pilipinas where women are given equitable opportunities and are not hindered by gender biases and discriminatory stereotypes. "Kakayahan ng Kababaihan, patutunayan!," aims to showcase and harness the full potentials of women and girls in actively engaging in and benefiting from national growth and development.

Chancellor Jose V. Camacho, Jr. graced the celebration by giving his inspirational message, motivating women and everyone (WE) to advocate for equality and inclusivity. He emphasized in his message that all, irrespective of gender, ability, status, or circumstances, receive due respect and rights.

The 2024 National Women's Month Celebration (NWMC) kicked off on March 4, featuring

Ms. Fides Marciana Z. Tambalo, Director of BIOTECH as the resource speaker in "HER story." She shared incredibly inspiring stories of success and women's empowerment and how she has overcome challenges and obstacles along the way.

Other NWMC-led activities included a Book and Virtual Exhibit, Freedom Wall, Spin-Spiration, Self-Care Jar, Purple Friday, and Serbisyo Para Kay Juana, and free printing stub for every Juana who will borrow library materials from 1-31 March.

National Women's Month celebrations were also graced by Dr. Agham C. Cuevas, vice chancellor for academic affairs, Prof. Roselle V. Collado, director of the Gender Center, Roberto P. Cereno and Dr. Benevieve D. Villanueva, vice chancellor and assistant to the vice chancellor for community affairs, and Dr. Jessie Imelda F. Walde, medical director of the university health service.

**Explore the Virtual Exhibit here:**

<https://www.artsteps.com/view/65dd603d8b1b0dec0ce3715f>



## Uy! May ganito pala sa Main Lib?

ni Shanelle Montemayor, BA Communication Arts

Bilang mahilig magbasa, noon pa man ay nawiwili na akong maglagi sa Main Library. Kinahiligang ko ang suyunin

ang mga estante ng iba't ibang seksiyon ng aklatan.

Highlight ng panunuyod ko rito ang makakita ng libro nina James Baldwin,



Marcel Proust, at Milan Kunera dahil kalimitan ay hindi na nilalathala ang mga libro nila, wala sa Pilipinas, o di kaya ay mahal. Kaya nang makita ko ang mga ito, hindi na ako nag-atubili na basahin at hiram ang mga ito. Dagdag kaligayahan rin sa akin na halata ang edad sa mga librong ito, at nakakatuwang makita na binasa't hiniram rin ang mga librong 'yon isa, dalawa, o tatlong dekada na ang nakakaraan. Para ba kaming may book club habang dumadaan ang panahon.

Nang nag-tesis na ako, syempre ay hindi ko pinalampas na maghanap ng mga librong maaari kong gamitin. Sa Filipiniana section, talaga namang nagingning ang mga mata ko nang makakita ako ng mga libro ni J.Neil Garcia at sari-sari pang mga antolohiya na magagamit ko sa pagsusulat ng tesis ko. Para ba akong nakarating sa langit

sa tuwa dahil mayroon na ng mga librong ito sa aklatan at di ko na kailangang gumastos para mabasa ang mga ito.

Dahil may kabigatan ang mga libro, at doon rin naman ako nagsusulat araw-araw, nagtanong ako kay Sir Manny na baka kung pwedeng may pagtabihan ako ng mga libro. Sa may likod ng counter ng Filipiniana section, doon ay nakapatas ang limang librong binabalik-balikan ko para sa tesis ko. Malaki ang pasasalamat ko sa kanila dahil nakilala na nila ako't inalagaan nila ang mga librong ginagamit ko.

UPLB Main Library, maraming salamat sa pag-iingat ng mga libro, at paglalaan ng espasyo para sa'kin. Parati kayong magiging malapit sa puso ko.

# ANO'NG KUWENTONG AKLATAN MO?

## Library tales: Growth, Community, Gratitude – A Journey Attuned

ni MVP, BS Economics

The UPLB Main Library has become my sanctuary for years. It's where I retreat whenever I need to focus on my studies and complete my academic requirements. Over time, the library has transformed into a comforting space for me, fostering productivity and a sense of purpose.

As I embarked on the challenging journey of my undergraduate thesis, the Thesis Section of the library became my favorite spot. I loved arriving at 8 AM, ready to tackle the day's tasks. Despite the long and tiring hours, there was something immensely satisfying about stepping out of the library at the end of the day, knowing I had made significant progress. The feeling of accomplishment, no matter how small,

kept me motivated and grateful.

In this library, I never felt alone. Surrounded by fellow students, each absorbed in their own academic pursuits, we formed a community of encouragement and camaraderie. Silent nods of solidarity, whispered words of support, and shared understanding of our collective struggles made every day a little brighter. To those who journeyed alongside me in this library, I hope they find moments to pause, reflect, and celebrate their dedication and hard work—they are truly commendable.

The privilege of accessing a free, air-conditioned library equipped with comprehensive facilities, learning materials, and free Wi-Fi is something I cherish deeply. This invaluable resource has been a cornerstone of my academic journey, supporting me through every challenge.

As I near the completion of my degree, I look back at the countless hours spent within those walls with fondness and gratitude. The library has not only been a cornerstone of my college experience but also a place where I grew in ways I never imagined. For that, I am profoundly thankful.





# Turnitin

How to use Turnitin Draft Coach via Google Docs extensions?

Step 1: Hover the mouse over "Extensions" and select "Turnitin Draft Coach" and wait for the pop-up sidebar to appear.

Step 2: Navigate the sidebar and choose whether to check

- similarities
- citations
- or grammar.

Step 3: Wait for the results and edit/revise.

# AI Guides

These are some helpful AI tools you can use to study and/or organize your notes, documents, or files

## 1: Ask Your PDF

An interactive and conversational chatbot that can explain the content of a PDF file.

URL: <https://askyourpdf.com/>

## 2: Barely AI

An app that organizes your files that you read, write, and created. URL: [bearly.ai](https://bearly.ai)

## 3. Gizmo AI

An AI tool that creates a quizlet out of your file and organizes the data in folders. URL: [gizmo.ai](https://gizmo.ai)

# TECH



# TIPS

# Boolean Operators

Boolean operators will help you navigate online search engines more efficiently and prioritize desired search results.

1. Using AND between two or more words to lessen confusing search results combined. Provides results that contain both or all keywords. **Example: doctorate AND Europe**
2. Using OR between two or more words to broaden the search results altogether. Provides results that contain either keyword. **Example: reptiles OR amphibians OR fish**
3. Using NOT to distinguish what to exclude from the search results. **Examples: amphibians NOT reptiles.**
4. Using parentheses ( ) to mix/group together 2 or more boolean operators and control the order in which the terms will be searched. **Example: Europe AND (residency OR education); Vertebrates OR (warm-blooded AND cold-blooded)**
5. Using quotation marks " " to find the exact phrase in the context of the results. **Example: "Farming communities in Quezon"**



# FOOD BOX: A Food Drive to Survive the Finals Week

CMI Cariño



Photo from the UPLB University Library FB Page

The UPLB University Library launched the Food Box initiative and extended its library hours from 8:00 am to 10:00 pm from May 27 to 31, 2024. This effort aims to support students by providing resources, extending study hours, and an optimal learning environment during finals week.

The Food Box initiative began in 2018 with the project title "Food Box: A Food Drive to Survive Finals Week," proposed by Vertex Communication students under Prof. Ma. Agnes Grossenbacher. It was developed in collaboration with the Social Media and Promotion Committee of the University Library.

Food boxes promote the principle of "Give and Take," where faculty, staff, and students donate items like biscuits, nuts, instant noodles,

and coffee by simply dropping them into the box.

During the examination period, a variety of food was served to students in the University Library, with different dishes offered each day. These included arrozcaldó, macaroni soup, champorado, tuna and egg sandwiches, hot pandesal, and unlimited juice and coffee. Food was served from 6:00 pm until supplies lasted, helping to sustain the students' energy.

The University Library extends its gratitude to the sponsors: Office of the Chancellor, UPLB Gender Center, UP Academic Employees Union - LB Chapter, Ms. Marfe Junsay Quinlat, and the UPLB Main Library and Unit Library Staff, whose aid sustained the students' needs.



Photo from the UPLB University Library FB Page

## University Library Hosts DepEd Los Baños SHS Students for Work Immersion Program

MAMIngua

The University Library accepted 12 students from DepEd Los Baños Senior High School for an 80-hour work immersion program from April 3-18, 2024. The library staff provided comprehensive assistance and integrated the students into daily operations, providing hands-on experience in library science and operations. This collaboration underscores the Library's commitment to educational initiatives and practical learning for future professionals.





# Celebrating Excellence: Honoring UPLB University Library's Outstanding Employees

| VPAlcantara, CMI Cariño



Photo from the UPLB University Library FB Page

The Library staff of the University of the Philippines Los Baños held a recognition ceremony at the Charles Fuller Baker Hall on November 24, 2023 to celebrate the 101st anniversary of the UP System Libraries.

Building on the centennial celebration on March 9, 2022, which was postponed because of the pandemic, the ceremony finally kicked off forward to “honor the dedication of the library staff and appreciate the people behind the success of every program and service of the University Library.”

Three University Library staff members received the Innovation Catalyst Award for sparking “innovation, creativity, and positive change.” Renz C. Cao, a librarian at the College of Veterinary Medicine, received the award under the sub-category of User Education and Training Services. Meanwhile, Edwardo S. Barrera, IT Staff at the UPLB Main Library and Officer-in-Charge of the IT Services Section, accepted the award for the Digital Innovation sub-category. Another honor granted Jarien G. Galorio, a librarian at the UPLB Main Library, the award under the sub-category of Promotion and Marketing.

Additionally, Mr. Fernando Reyes was honored with the Early Riser Excellence Award. His consistent outstanding punctuality and unwavering passion for work have significantly enriched the UPLB University Library, setting a high standard for all.

The Committee of the Year Award was presented to the Committee on Relationship-Building Engagements and Events for their contributions and exceptional teamwork, leadership, and accomplishments

throughout the year. In the Committee category, the Innovation Excellence Award was given to the User Education Training Series Committee. This award recognizes the team who has shown outstanding innovation in library programs and services.

Furthermore, the UPLB University Library also hailed Barrera for being recognized as one of the outstanding administrative employees. He received the Bukod-Tangi Award (Office Staff Category) during the 2024 UPLB Honor Awards Program on March 7, 2024. The award “highlights the relevant role administrative employees play in the achievement of UPLB’s mandate, operational and client service excellence.”

According to Dr. Ingua, as the community celebrates the remarkable achievements of the awardees, their dedication and commitment to excellence serve as an inspiration to everyone. Their stories embody the core values of honor and excellence that define UP, providing shining examples for the entire community. Looking ahead, Dr. Ingua encouraged everyone to strive to embody these principles, work diligently, and honor the legacy of UP in all that they do. Together, the community can continue to build a library that exemplifies the honor and excellence of the university.



2024 UPLB HONOR AWARDS PROGRAM

**Edward S. Barrera, Jr.**  
**BUKOD-TANGI AWARD**

Office Staff Category



# Client FAQs #AskALibrarian

**How many books can I borrow?**

<p><b>5</b> books</p> <p>Undergraduate students Administrative staff</p>	<p><b>10</b> books</p> <p>University officials Faculty</p>
<p><b>10</b> books</p> <p>Graduate students research staff</p>	<p>*Can be borrowed with a duration of 1 month</p>

*\*Can be borrowed for a two-week period*

**Can I renew my items online?**

Yes. Materials may be renewed online through ELVA via the library website or by emailing us at:  
genref-mainlib.uplb@up.edu.ph ;  
or by phone: +63 9985372407  
with subject : BOOK REQUEST for RENEWAL.

**What happens if I fail to return the books on the due date?**

A fine of Php2.00 a day shall be paid, exclusive of Sundays and holidays. Failure to Return a Reserve Book shall pay a fine according to the following schedule:

- For the first hour or a fraction thereof after the hour appointed for return, one peso (Php1.00);
- For every succeeding hour, five pesos (Php5.00);
- For each full day, fifty pesos (Php50.00),

A second offense within a semester shall subsequently suspend/curtail this privilege for the rest of the semester or mid-year term.

**How will I borrow lib materials from other CU libraries?**

Students may borrow library materials from other CUs by presenting their validated student ID accompanied by their current FORM5 as proof of their registration.

**How can I access Special Collection/ Archives?**

For thesis and other UPLB publications requests, located at the UPLB Main Library, University Archives and Knowledge Repository Section (previously, Special Collections Section), may avail of this service by registering through this link: <https://bit.ly/AccessToSpecialMaterials>

**How do I access online resources?**

The UPLB Libraries subscribes to various online resources (e.g. e-books, e-journals, research databases, and other online tools) to support the instructional, curricular, research, and recreational needs of students and faculty.

These digital and online collections are accessible through the library website at [library.uplb.edu.ph](http://library.uplb.edu.ph) and through login using the OpenAthens account at <https://my.openathens.net/>

**Where are the collab rooms located and how to reserve it?**

The Collab Rooms are located at the E-Resources and Multimedia Services Section (Basement). The Viewing Room can accommodate a maximum of 15 persons, with Flat Screen TV for presentation use. While the Discussion Room is a small room that can accommodate a maximum of 8 persons.

Reserve these rooms via [library.uplb.edu.ph/reserve-an-icommon-room](http://library.uplb.edu.ph/reserve-an-icommon-room)

**How do I access WiFi at UPLB Libraries?**

Students, faculty, and staff can access WiFi at the Main Library and Unit Libraries. Once connected, you may log in to the UPLB WiFi using your UP mail account. Signal strength may vary at different locations.

**Do you accept researchers from other schools/ institutions?**

The UPLB Library accepts Non-UP users:

- Researchers/Employees
- Students (at least 3rd year HS or Grade 9, Senior HS, Undergraduate and Graduate)

The Library accommodates Non-UP users on **MONDAYS ONLY**. Accommodation of researchers from distant institutions and walk-ins who happened to visit on any day, aside from Monday will depend on the availability of seats.

- Circulation Services
- Library Building
- Outside Researchers
- Other Services



## Client FAQs #AskALibrarian

Is there a fee to visit the library?

Php

20

library fees per visit for Public

Php

50

for Private institutions

*\*except for Ateneo de Manila and De La Salle University (Manila) which are charged the same amount that they charged the UPLB students per visit.*

Can alumni use the library?

Alumni, former Faculty members and Students granted honorable dismissal from the University may use the Library resources for five (5) days free of charge within a semester. Beyond five (5) days, a library fee of PHP 20.00 per visit will be charged.

What are the library requirements if I am an outside researcher?

The following must be presented at the Information Desk:

- A valid ID
- Referral letter from their respective institutions, endorsing them to use the UPLB Library resources, subject to its existing rules and regulations

How do I get my University Clearance signed/ approved?

A University Clearance System is now online via <https://ovcsa.uplb.edu.ph>.





Check the university clearance process through this link: <https://uplbosa.org/univ-clearance-process>, and for other concerns, here: <https://uplbosa.org/clearance/faqs>

How to reset and register a KOHA account?

Students can log in using their assigned username and password via <http://koha.uplb.edu.ph/> which serves as the student's e-library card and is used in borrowing library materials in all the UPLB Libraries. It also provides the borrowing history, current item/s on loan, reservation list, and titles recommended by the student.

To request a new Koha account or to reset/update an existing account, fill out the online form at <https://library.uplb.edu.ph/secure-koha-account-now/> and attach all the needed requirements.

An email will be sent as a confirmation of successful account registration or reset.

-  Circulation Services
-  Library Building
-  Outside Researchers
-  Other Services

## Suggestions

“E-copy of thesis and dissertation, particularly on latest format as required by graduate school”

“Perhaps present a collective data showcasing features, services, and help that the library can offer. For any procedures, flow charts would be nice along with reasoning on why these are necessary procedures. Make it easier to understand with diagrams and a clear list of advantages in availing stuff. Other than these technical stuff, the rest are good to go”



## Feedback and Suggestions

from the Qualtrics Survey 2023



### Feedback

- 

"The personnel were willing to help, assist, and provide prompt service to citizens/clients."

5.0
- 

"The personnel provided what was needed or promised, following the policy and standards with high accuracy."

5.0
- 

The office was conveniently located, with ample amenities and equipped with the appropriate modes of technology."

4.0
- 

"The office kept citizens and clients informed in a language they could easily understand and was open to their feedback."

5.0
- 

"The office was timely in issuing and processing billings, catered to acceptable methods of payment, and displayed value for money."

4.0
- 

"The personnel displayed honesty, justice, fairness, and trustworthiness in dealing with the citizens/clients."

5.0
- 

"The personnel performed their duties demonstrating service knowledge, understanding of client needs, helpfulness, and professionalism."

5.0
- 

"The outcome and intended benefits of the service availed were achieved or realized."

5.0

## LIBRARY EVENTS

Buwan ng Wika Exhibit Display  
August 2024

Training for Faculty Members  
User Education and Training Series IV  
August 30, 2024

University Library Fair Celebrating  
Cultural Diversity and Knowledge  
September 10, 2024

InfoSkilled LibSmart+ Sessions  
September - November 2024

Info Skilled Proper  
September 16-20, 2024

UPIANA - Themed Display  
October 1 - 31, 2024

UPIANA: The UP Heritage Quiz Bee  
October 4, 2024

National Book Week Celebration  
November 25, 2024

UPLB Libraries Year-End Assessment  
and Thanksgiving  
November 25, 2024

Main Library General Assembly and  
Performance Assessment  
December 20, 2024

### Editorial Board

**EDITOR-IN-CHIEF** | Mary Ann M. Ingua  
**MANAGING EDITOR** | Angeline A. Bueno  
**COVER ARTIST** | Jarien G. Galorio  
**LAYOUT ARTIST** | Crysandra Mae I. Cariño

**WRITERS** | Mary Ann M. Ingua  
Virginia P. Alcantara  
Meichelle Ann Jenine R. Galapon  
Ella Marie S. Daradar  
Marjorie E. Aguinaldo  
Crysandra Mae I. Cariño

**CONTRIBUTORS**  
UPLB College of Public  
Affairs Library  
Carmela L. Nasam  
Shanelle R. Montemayor  
May V. Prianes





# UPLB Libraries

## **CEAT Library**

ceatlibrary.uplb@up.edu.ph

## **CVM/IAS-CAFS Library**

cvmiascafslibrary.uplb@up.edu.ph

## **CDC Library**

cdclibrary@devcom.edu.ph

## **CFNR Library**

cfnrlibrary.uplb@up.edu.ph

## **CEM Library**

cemlibrary.uplb@up.edu.ph

## **CHE Library**

jpencina@up.edu.ph

## **CPAf Library**

cpaflibrary.uplb@up.edu.ph

## **SESAM Library**

sesamlibrary.uplb@up.edu.ph

## **UP Rural HS Library**

uprhslibrary.uplb@up.edu.ph

## **BIOTECH Library**

biotechlibrary.uplb@up.edu.ph

## **DTRI Library**

dtri.uplb@up.edu.ph

## **PHTRC Library**

phtrclibrary.uplb@up.edu.ph

