

MAKERERE UNIVERSITY  
COLLEGE OF COMPUTING AND INFORMATION SCIENCE S COCIS  
EAST AFRICAN SCHOOL OF LIBRARY AND INFORMATION SCIENCES  
AREPORT ON FIELD ATTACHMENT / INTERNSHIP AT  
BUSITEMA UNIVERSITY LIBRARY  
FIELD ATTACHMENT PERIOD OF 4<sup>TH</sup> JANUARY – 14<sup>TH</sup> FEBRUARY  
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BY

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18/U/280

FIELD ATTACHMENT REPORT SUBMITTED TO THE COLLEGE OF  
COMPUTING AND INFORMATION SCIENCES PARTIAL FULFILMENT  
OF  
THE REQUIREMENTS FOR THE BACHELORS IN LIBRARY AND  
INFORMATION SCIENCE OF MAKERERE UNIVERSITY KAMPALA

Name of Student ..... sign .....

Name of University Supervisor ..... sign .....

Name of Field Supervisor ..... sign .....

Stamp &date.....

**DECLARATION**

I Ssemwogerere Abubakari, Registration No. 18/U/280 hereby do affirm and declare to the best of my knowledge and understanding that the material presented in this report is of my own original composition and has never been presented elsewhere for any academic award.

Signature.....Date.....

SSEMWOGERERE ABUBAKARI

## **ACKNOWLEDGEMENT**

As my academics and internship experience are success, I express my deepest appreciation to all those who provided me the opportunity and guidance. First and foremost, I thank the almighty Lord for giving me Life. I cannot wish for anything more from Him.

A special gratitude is given to Busitema University especially the library department in the headship of the University Librarian, Dr. Fredrick Kiuwa Lugya (Ph.D.), for giving me the chance to do internship in this great university, I would also like to acknowledge with much appreciation the important role of the staff of Busitema university library, especially the campus librarian, madam Evelyn Naggayi, who dedicated her time to listen, guide and keep me on the correct path despite of her busy schedules, Mr. Simati Sam for his close supervision and guidance, Ms. Namukose Aidah, Ms. Kongai Sheilla, and other staff members of BUL, my internal library work could not have been completed without your time in providing the needed assistance.

I would like to extend my sincere appreciation to my field supervisor, Ms. Sylvia Namujuzi, for her great contributions in stimulating suggestions and encouragement which helped me during the internship and for further work related in my library path.

Finally, I would wish to send my thanks to Mrs. Walusimbi Hajjarah together with Ms. Hindu for their unending assistance. I won't forget to mention my beloved parents, Mr. & Mrs. Kinene Hassan, if it had not been them, my education would have ended at the lower level. May Almighty God reward you with the praised worth place that He promised the believers.

## **EXECUTIVE SUMMARY**

This report was compiled as a result of internship carried out at Busitema University Library. While at BUL, I carried out the following activities; original and copy cataloguing of information, Classification, accessioning of information materials, Dusting of Information materials, Digitization among others.

Under the Library department, I learnt a lot throughout the course. This included providing real life experience and exposure, thus gaining first-hand exposure of working in the real world, granting the opportunity to learn more about the intern self-potentials and abilities, getting connected and developing professional network. The internship allowed me to harness the new skills especially in areas such as digitization, online cataloguing, classification and many others hence enabling me to transform theory into practical real-life situations.

However, while at BUL, I faced some challenges of which included; a new Lifestyle, expensive food, financial problem, among others.

In conclusion therefore, I recommend that the internship should be considered to whoever is undertaking a given course because of its importance in exposing the student on how class theories can be applied outside world, after studies; I would like to recommend that the university organizes the internship allowance for both government sponsored and privately sponsored students in time to help them overcome the financial problem.

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## **List of Acronyms**

BOC - Busitema Online Catalogue

BUL - Busitema University Library

BUMSA - Busitema University Muslim Students Association

DDC - Dewey Decimal Classification

I.R - Institutional Repository

ISBN - International Standard Book Number

MUK - Makerere University Kampala

RDA - Resource Description Access

UL - University Librarian

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