

Faculty Member Recommendation Form



澳門大學
UNIVERSIDADE DE MACAU
UNIVERSITY OF MACAU

Requester :	Type of Recommended Material(s) <input type="checkbox"/> Book <input type="checkbox"/> A/V Material <input type="checkbox"/> Database ⁽¹⁾ <input type="checkbox"/> Journal ^(1,2) <input type="checkbox"/> Other _____ Remark: 1. Please fill the “ <u>Supplementary information for recommendation of database/journal</u> ” if you are recommending database or journal. 2. Journal subscription period is set as the following calendar year (JAN through DEC) once the associated recommendation form is received by the University Library.
Faculty/Institute/Centre :	
E-mail :	
Tel :	

Item No	Author/Editor	Title	Edition & Year	Publisher	ISBN/ ISSN	Remark	INSTRUCTION
1							Reserve <input type="checkbox"/>
2							Reserve <input type="checkbox"/>
3							Reserve <input type="checkbox"/>
4							Reserve <input type="checkbox"/>
5							Reserve <input type="checkbox"/>

Supplementary information for the recommendation of database/journal

Estimated/Expected total number of teachers and students to benefit from the recommended material(s): _____

Please indicate the importance of the recommended material(s) to the relevant teaching and research:

INSTRUCTION : Reserve the item for me upon receipt of the material.

<i>Signature of Requester :</i> _____	<i>Date :</i> _____	Approved by Dean/Director : _____
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*** For enquiry, please contact the Technical Process Unit of the University Library at lib_acq@um.edu.mo.***