



# Workshop on Basic Laboratory Skills & Techniques (Code: BLST)

20 & 21 July 2019

Organized by

Institut Kimia Malaysia (Perak Branch) Professional Training Centre



We are happy to introduce HRDF - CLAIMABLE training program on  
**Basic Laboratory Skills & Techniques**



Our trainer, Assoc Prof Dr Sharon Teh is a SAMM Technical Assessor for ISO/IEC 17025 with 10 years' of training experience with IKM Professional Centre, and had trained more than 2000 chemists and technicians since 2008. (More detailed info on trainer can be obtained from: [www.ikm.org.my](http://www.ikm.org.my))

## Workshop Programme:

- Basic Tools and Operations of Laboratory Experiments
- Handling and Care of Basic Instruments
- Types of glassware and Instrumental Errors
- Off-Centre Loading Determination for Analytical balances
- Internal QC - Instrumental Calibrations
- Data Collection and Simple Statistics
- Validation for Instrumental Analysis

**Registration closing date: 12 July 2019**

## Registration Fee (inclusive of refreshments, lunch & workshop materials):

- IKM Members: RM 650.00
- Non-IKM Members: RM 850.00

## Who should attend

- ✓ Supervisor, laboratory technicians & people in charge of facilities who continually seek to enhance knowledge of good laboratory skills and practices as well as to understand the basic principles of data management & instrumentation.

**Terms & Conditions**

The organizer reserves the right to make changes on the programme, cancel or reschedule the programme due to unforeseen circumstances. All efforts will be made to inform registered participants of such changes. The organizer will not be responsible for any damages or expenses suffered by the participants as a result of alternative arrangements made.

The **workshop registration fee** must be paid to “**Institut Kimia Malaysia Perak Branch**”, **Public Bank Account No: 3096895915**. No refund of registration fee for cancellation of registration after the closing date. However, a registered participant can be replaced with another person at no additional cost.

**Workshop Venue**

**Tower Regency Hotel And Apartments,**

**6, Jalan Dato Seri Ahmad Said, Greentown, 30450 Ipoh, Perak**

For hotel room reservation, please contact Mr Meor Suhaniz at:

Email: meor@towerregency.com.my; Mobile number: 019-6002078



**Kindly email the registration form & payment slip to:**

**Dr Hayyiratul Fatimah Md Zaid**

Email: hayyiratul.mzaid@utp.edu.my OR

Mobile: 016-5106050

**Assoc Prof Dr Chong Fai Kait**

Email: chongfk10@gmail.com

Mobile number: 018-2104182

**Registration Form (Code: BLST)**

**Category**

Participants' Name *(Include IKM membership Number)*

IKM Member

Non-IKM Member

1.....

2.....

3.....

4.....

5.....

Company Name & Address

**Total Registration Fees: RM.....**

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.....  
.....

Telephone Number..... Email.....

**Institut Kimia Malaysia, Perak Branch**  
**Workshop on Basic Laboratory Skills and Techniques**  
**20 & 21 July 2019**

**Trainer: AP Dr Sharon Teh**

Time	Programme (Day 1)
8.15 am - 8.30 am	Registration (Tower Regency Hotel and Apartments, Ipoh)
8.30 am – 10.15 am	<b>Topic 1: Basic Tools and Operations of Laboratory Experiments</b> <ul style="list-style-type: none"> <li>- Handling and Care of Basic Instruments</li> <li>- Types of glassware</li> </ul>
10.15 am – 10.30 am	Tea break
10.30 am– 12.30 pm	<b>Topic 1: Basic Tools and Operations of Laboratory Experiments (cont'd)</b> <ul style="list-style-type: none"> <li>- Handling and Care of Basic Instruments</li> <li>- Types of glassware</li> </ul>
12.30pm – 2.00 pm	Lunch
2.00 pm – 4.30 pm	<b>Internal QC –Instrumental Calibrations (Video Demonstration Activities) –</b> <ul style="list-style-type: none"> <li>- Calibration of Analytical Balances</li> <li>- Off-Centre Loading Determination in Analytical Balances</li> <li>- Mid-point Calibration of Analytical Balances</li> <li>- Calibration of Micropipet</li> <li>- Calibration of pH meter</li> <li>- Discussions</li> </ul>
4.30 pm	Tea break (End of Day 1)

Time	Programme (Day 2)
8.30am– 10.15 am	<b>2. Data Collection and Simple Statistics</b> <ul style="list-style-type: none"> <li>- Units of Measurement</li> <li>- Significant Figures</li> </ul>
10.15 am – 10.30 am	Tea break
10.15am– 12.30pm	<b>3a. Validation for Instrumental Analysis</b> <ul style="list-style-type: none"> <li>- Method's Performance Characteristics (Accuracy, precision, LOD, LOQ, selectivity, sensitivity, bias and variance, linear and dynamic ranges, repeatability, reproducibility,</li> </ul>

	system stability and robustness)
<b>12.30pm – 2.00 pm</b>	<b>Lunch</b>
<b>2.00 pm – 4.15 pm</b>	<b>3b. Validation for Instrumental Analysis</b> <ul style="list-style-type: none"> <li>- Fundamental instrumental techniques of analysis</li> <li>- Ultra-violet -visible spectrophotometry</li> <li>- Atomic absorption spectrometry</li> <li>- Gas chromatography</li> <li>- Liquid chromatography</li> <li>- Calibration graphs</li> <li>- Statistical Analysis: Evaluating the data</li> <li>- Interpretation of data</li> </ul>
<b>4.15 pm</b>	<b>Certificate Presentation &amp; Tea break (End of Day 2)</b>