

8/5/2019

Manual Pengguna Sistem UPTrackS (V1.0)

1. Modul Pencalonan Penyelia (Supervisor/SV)
2. Modul Pertahan Cadangan Penyelidikan (DRP)
3. Modul Niat Hantar Thesis

(Semua User)

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Manual Sistem UPTrackS

Pendahuluan

Sistem UPTrackS (University PostGraduate Tracking System) merupakan sistem yang dibangun oleh Jabatan Infostruktur bagi meningkatkan penyampaian perkhidmatan IT secara automasi untuk kegunaan Fakulti dan IPSis bagi memantau perkembangan pelajar Pasca Siswazah UiTM yang mengambil pengajian melalui penyelidikan.

Pemilik proses bagi sistem ini adalah hak milik adalah Institut Pengajian Siswazah (IPSiS).

Aktiviti pertama yang dibangunkan adalah bagi proses pencalonan penyelia (Supervisor).

Fungsi utama pencalonan penyelia terdiri daripada:

1. Permohonan Pencalonan Penyelia (Supervisor).
2. Pendaftaran Penyelia Luar (External Supervisor).
3. Urusetia Fakulti dan IPSis
4. Pentadbiran Sistem

Aktiviti Kedua yang dibangunkan adalah bagi proses proposal penyelidikan (DRP)

Fungsi utama proposal penyelidikan terdiri daripada:

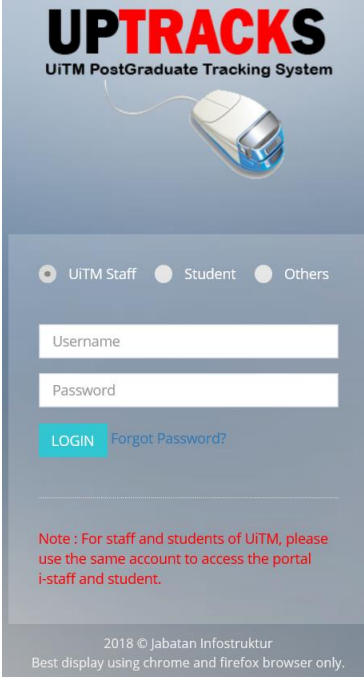
1. Permohonan Cadangan Proposal Penyelidikan
2. Sokongan Proposal Penyelidikan oleh penyelia
3. Lantikan Panel Penilai oleh Fakulti
4. Penilaian proposal penyelidikan oleh panel.
5. Pengesahan markah penilaian proposal penyelidikan.

Aktiviti Ketiga yang dibangunkan adalah bagi proses cadangan penyerahan thesis.

Fungsi utama cadangan penyerahan thesis terdiri daripada:

1. Notis Cadangan Penyerahan Thesis.
2. Pengesahan thesis oleh penyelia
3. Pengesahan thesis oleh KPPS
4. Lantikan Pemeriksaan thesis oleh Fakulti

Alamat Sistem adalah: <https://uptracks.uitm.edu.my>



UPTRACKS
UiTM PostGraduate Tracking System

UiTM Staff Student Others

Username

Password

LOGIN [Forgot Password?](#)

Note : For staff and students of UiTM, please use the same account to access the portal i-staff and student.

2018 © Jabatan Infostruktur
Best display using chrome and firefox browser only.

***Staf UiTM:** Sila Pilih Option **UiTM Staf** dan gunakan **User ID** dan **Password** seperti di **portal i-staff**.

***Student UiTM:** Sila Pilih Option **Student** dan gunakan **User ID** dan **Password** seperti di **iStudent Portal System**.

*** Pensyarah Luar/Jemputan:** Sila pilih Option **Others** dan gunakan Username dan password yang telah diemailkan.

1.0 Paparan Umum

1.1 Dashboard

1.1.1 Menu Pelajar: Dashboard

Dashboard adalah paparan utama pengguna sistem UPTrackS.

Antara maklumat yang dipaparkan adalah:

1. Status permohonan pencalonan penyelia/Supervisor.
2. Petunjuk / Penerangan berkenaan status pencalonan Supervisor
3. Kriteria pemilihan penyelia peringkat Sarjana dan PhD.

Contoh Paparan Student Dashboard adalah seperti berikut:

The screenshot displays the UPTrackS Student Dashboard. The top navigation bar includes 'Home' and 'Dashboard'. A sidebar on the left contains 'Dashboard', 'General', and 'Student' menus. The main content area is titled 'Student Dashboard timeline and reports' and features four colored cards (blue, red, cyan, purple). Below these are two main sections: 'SUPERVISOR STATUS' and 'NOMINATION STATUS'. Each section has a 'Display Indicator For Supervisor Status' or 'Display Indicator For Nomination Status' and a 'Description' table. At the bottom, there are two criteria sections: 'NOMINATION OF SUPERVISOR/S' and 'NOMINATION OF CO-SUPERVISOR/S', both with a '1) DOCTORAL DEGREE' sub-section and a checked checkbox indicating a requirement for a doctoral degree.

Supervisor Status Description
<input checked="" type="checkbox"/> NOMINATED - LECTURER WAS NOMINATED BY STUDENT
<input checked="" type="checkbox"/> AGREED - LECTURER WAS ACCEPT THE INVITATION AS SUPERVISOR
<input checked="" type="checkbox"/> VALIDATE - SUPERVISOR WAS VALIDATED BY MODERATOR
<input checked="" type="checkbox"/> SUPPORT - SUPERVISOR WAS SUPPORTED BY MODERATOR
<input checked="" type="checkbox"/> CONFIRM - SUPERVISOR WAS CONFIRMED BY MODERATOR
<input checked="" type="checkbox"/> APPROVE - SUPERVISOR WAS APPROVED BY MODERATOR
<input checked="" type="checkbox"/> REJECT - LECTURER WAS REJECT THE INVITATION
<input checked="" type="checkbox"/> DECLINE - SUPERVISOR WAS DECLINED BY MODERATOR
<input checked="" type="checkbox"/> NOT SUPPORT - SUPERVISOR WAS NOT SUPPORTED BY MODERATOR
<input checked="" type="checkbox"/> NOT CONFIRM - SUPERVISOR WAS NOT CONFIRMED BY MODERATOR
<input checked="" type="checkbox"/> NOT APPROVE - SUPERVISOR WAS NOT APPROVED BY MODERATOR

Nomination Status Description
<input checked="" type="checkbox"/> SUBMITTED - NOMINATION WAS SUBMITTED BY STUDENT
<input checked="" type="checkbox"/> IN PROGRESS - NOMINATION WAS CHECKING BY SUPERVISOR/MODERATOR
<input checked="" type="checkbox"/> VALIDATED - NOMINATION WAS VALIDATED BY MODERATOR
<input checked="" type="checkbox"/> SUPPORTED - NOMINATION WAS SUPPORTED BY MODERATOR
<input checked="" type="checkbox"/> SENT TO JKAPS - NOMINATION WAS SENT TO JKAPS VALIDATION
<input checked="" type="checkbox"/> CONFIRMED - NOMINATION WAS CONFIRMED BY MODERATOR
<input checked="" type="checkbox"/> APPROVED - NOMINATION WAS APPROVED BY MODERATOR
<input checked="" type="checkbox"/> ENDORCED - NOMINATION WAS ENDORCED BY MODERATOR
<input checked="" type="checkbox"/> CANCEL - NOMINATION WAS CANCELED BY STUDENT

NOMINATION OF SUPERVISOR/S Criteria for the nomination of Main Supervisor for research degree student

1) DOCTORAL DEGREE

The Main Supervisor must be appointed from members of the academic staff who are serving in UiTM. Academicians who are seconded to another

NOMINATION OF CO-SUPERVISOR/S Criteria for the nomination of Co-Supervisor for a research degree student

1) DOCTORAL DEGREE

The Co-supervisor for a Doctoral student should have a Doctoral degree or equivalent academic and/or professional credentials/expertise/experience.

1.1.2 Menu Pensyarah: Dashboard

Dashboard adalah paparan utama pengguna sistem UPTracks.

Antara maklumat yang dipaparkan adalah:

1. Status Pencalonan Pelajar (Submitted/In Progress/Confirmed/Approved)
2. Syarat-syarat lantikan Supervisor dan Co-Supervisor

Contoh Paparan Dashboard Pensyarah:

The screenshot displays the UPTracks Admin Dashboard for a Supervisor. The interface includes a sidebar with navigation options like 'Dashboard', 'General', and 'Supervisor'. The main content area shows 'Admin Dashboard statistics and reports' with four status cards: Submitted (0), In Progress (0), Confirmed (0), and Approved (1). Below these are two sections for nomination criteria for research degree students: 'NOMINATION OF SUPERVISOR/S' and 'NOMINATION OF CO-SUPERVISOR/S', both with a '1) DOCTORAL DEGREE' sub-section. The supervisor's name is ABANG IKHBAL BIN ABANG BOLHIL.

NOMINATION OF SUPERVISOR/S Criteria for the nomination of Main Supervisor for research degree student

1) DOCTORAL DEGREE

- ✓ The Main Supervisor must be appointed from members of the academic staff who are serving in UiTM. Academicians who are seconded to another place, who have quit or retired from UiTM, or individuals from other institutions who are qualified, can only be appointed as co-supervisors except in specific cases based on the special agreement which is approved by JKIPA.
- ✓ The main supervisor for a Doctoral student should have a Doctoral degree or equivalent

NOMINATION OF CO-SUPERVISOR/S Criteria for the nomination of Co-Supervisor for a research degree student

1) DOCTORAL DEGREE

- among other members of academic staff internal or external to the university, chosen for the role because of expert knowledge or scholarship in the designated area of research and approved by the Faculty's GAC.
- ✓ Where an off-shore research degree programme/student has been approved, co-supervisors can be appointed from the twinning institution. (Arrangements should also be made as early as possible.)

1.2 General

1.2.1 Menu Pelajar: General

Menu General untuk Pelajar menawarkan pilihan untuk melihat profil pensyarah UiTM dan profil pensyarah bukan UiTM yang telah berdaftar Dalam sistem.

Pelajar juga boleh mencadangkan pensyarah luar UiTM untuk disahkan dan dilantik sebagai co-supervisor bagi Pelajar tersebut.

1.2.1.1 Sub-Menu General: Internal Supervisor Profile

- Untuk melihat profil Pensyarah, pilih Department atau key-in Staff ID.
- Sistem akan paparkan skrin seperti berikut:

The screenshot displays the 'Supervisor's Profile' page in the UPTRACKS system. The page title is 'Supervisor's Profile list of supervisor'. Below the title, there is a search form with a 'Department' dropdown menu (currently set to '-CHOOSE DEPARTMENT-') and a 'Staff ID' text input field. A 'Search' button is located below the search fields. Below the search form, there is a table with 5 entries. The table has columns for 'Bil.', 'Name', 'Staff ID', 'Email', 'Department', 'Designation', and 'Action'. The 'Action' column contains an eye icon for each entry, indicating that clicking it will show a more detailed profile.

Bil.	Name	Staff ID	Email	Department	Designation	Action
1	ALETZA BINTI MOHD ISMAIL	186649	aletza@uitm.edu.my	FAKULTI PERUBATAN	PENSYARAH PERUBATAN	
2	ARIZA BINTI ADNAN	179960	arizaadnan@uitm.edu.my	FAKULTI PERUBATAN	PROFESOR PERUBATAN	
3	HILWATI BINTI HASHIM	189167	hilwa167@uitm.edu.my	FAKULTI PERUBATAN	PROFESOR MADYA PERUBATAN	
4	MOHD FAIRUDZ BIN MOHD MISWAN	189989	fairudz@uitm.edu.my	FAKULTI PERUBATAN	KETUA PUSAT PENGAJIAN	
5	MOHD HAMIM BIN RAJIKIN	176400	hamim400@uitm.edu.my	FAKULTI PERUBATAN	PROFESOR KHAS	

- Klik pada kolom Action untuk melihat profil yang lebih terperinci

UPTRACKS
Pembangunan Tracking System

Home » General » Supervisor's Profile » Back

Supervisor's Profile [View Supervisor's Profile](#)

View Supervisor's Profile - ALI

Link 1 :
Link 2 :
Link 3 :
Link 4 :

RESEARCH

Grant	Kebangsaan	Universiti	Antarabangsa
Member:	5	3	0
PI:	1	0	0

PUBLICATION

Publication	JOURNAL ARTICLE	PROCEEDING PAPER	CHAPTER(s) IN BOOK	BOOK
Main Author:	3	16	0	0
CO-Author:	15	21	0	0

SUPERVISOR

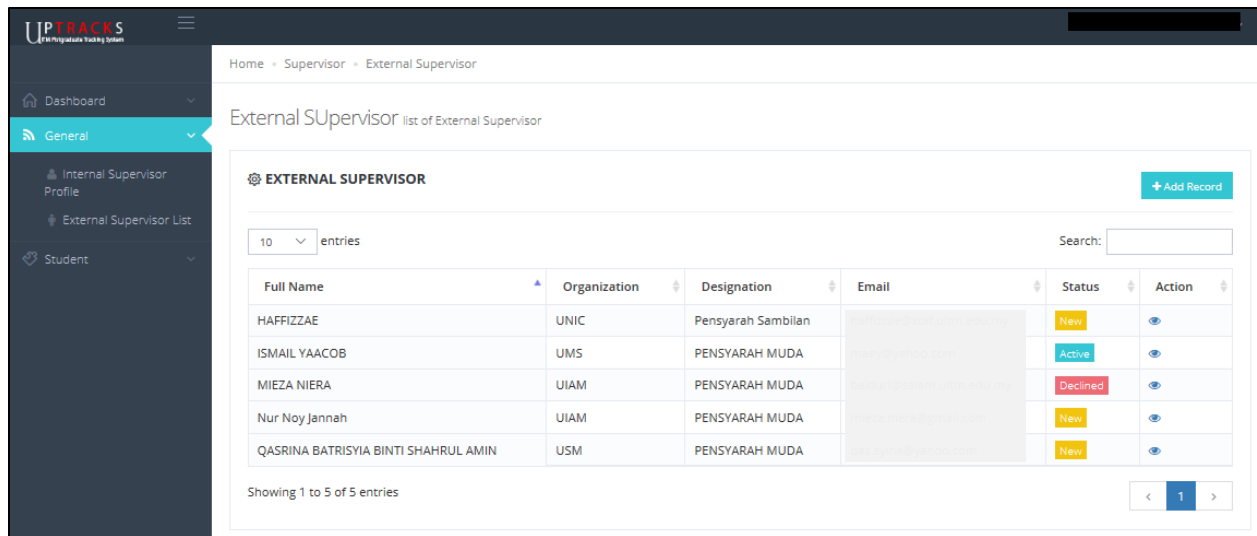
Tahun	2019	2018	2017	2016	2015
Master:	0	0	0	0	0
PHD:	0	0	0	0	0


EXAMINER

Tahun	2019	2018	2017	2016	2015
Master:	0	0	0	0	0
PHD:	0	0	0	0	0

1.2.1.2 Sub-Menu: External Supervisor List

- Untuk melihat senarai External Supervisor. Klik pada External Supervisor List.
- Sistem akan paparkan skrin seperti berikut:



- Klik pada kolom Action untuk melihat profil yang lebih terperinci
- Jika Pelajar ingin mencadangkan pensyarah luar sebagai co-supervisor, klik pada Butang 
 - Isi pop-up yang dipaparkan dan klik butang Invite seperti berikut:

Invite New External Supervisor ✕

Name

Email

Organization

Designation

- Penama akan mendapat email jemputan untuk menjadi External Supervisor.

1.2.2 Menu Pensyarah: General

Menu General untuk Pelajar menawarkan pilihan untuk melihat profil pensyarah UiTM dan profil pensyarah bukan UiTM yang telah berdaftar Dalam sistem.

Pelajar juga boleh mencadangkan pensyarah luar UiTM untuk disahkan dan dilantik sebagai co-supervisor bagi Pelajar tersebut.

1.2.2.1 Sub-Menu General: External Supervisor List

External Supervisor List adalah untuk memaparkan maklumat External Supervisor yang telah berdaftar dan maklumat telah dikemas kini.

- Sistem akan paparkan senarai External Supervisor yang berdaftar dalam Sistem UPTrackS.

Home » Supervisor » External Supervisor

External Supervisor list of External Supervisor

EXTERNAL SUPERVISOR

10 entries Search:

Full Name	Organization	Designation	Email	Status	Action
HAFFIZAE	UNIC	Pensyarah Sambilan		New	
HAZZ	UTM	Pensyarah Kanan Tertinggi		New	
ISMAIL YAACOB	UMS	PENSYARAH MUDA		Active	
MIEZA NIERA	UIAM	PENSYARAH MUDA		Declined	
Nur Noy Jannah	UIAM	PENSYARAH MUDA		New	
QASRINA BATRISYIA BINTI SHAHRUL AMIN	USM	PENSYARAH MUDA		New	

Showing 1 to 6 of 6 entries < 1 >

- Klik butang Action untuk lihat profil pensyarah luar dengan lebih datail.

1.2.2.2 Sub-Menu General: Internal Supervisor Profile

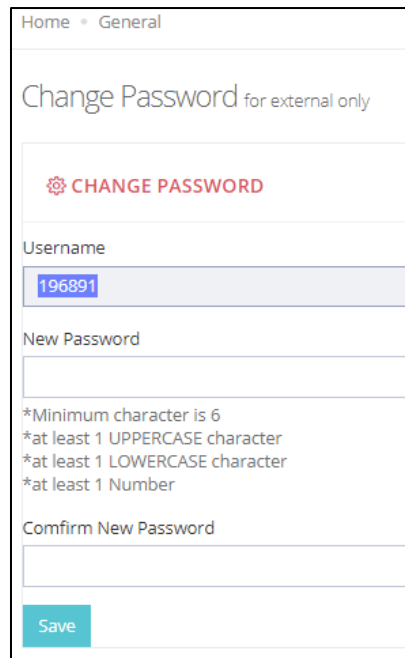
Internal Supervisor Profile adalah untuk melihat profile pensyarah UiTM.

*Hanya moderator sahaja yang dapat melihat Internal SV profile.

1.2.2.3 Sub-Menu General: Change Password (For External Only)

Menu Change Password ini adalah untuk **kegunaan External Supervisor** yang telah dijemput sebagai supervisor/examiner untuk menukar password.

- Klik pada Change Password
- Masukkan Password baru
- Sahkan password baru
- Klik butang Save.



The screenshot shows a web interface for changing a password. At the top, there is a breadcrumb trail: "Home > General". Below this, the title "Change Password for external only" is displayed. A red gear icon followed by the text "CHANGE PASSWORD" is centered. The form contains three input fields: "Username" with the value "196891", "New Password", and "Confirm New Password". Below the "New Password" field, there are four lines of asterisked instructions: "*Minimum character is 6", "*at least 1 UPPERCASE character", "*at least 1 LOWERCASE character", and "*at least 1 Number". At the bottom of the form is a teal "Save" button.

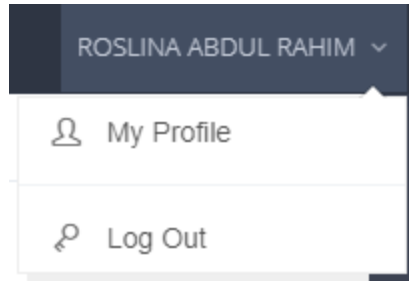
1.3 My Profile

1.3.1 Menu Pelajar: My Profile

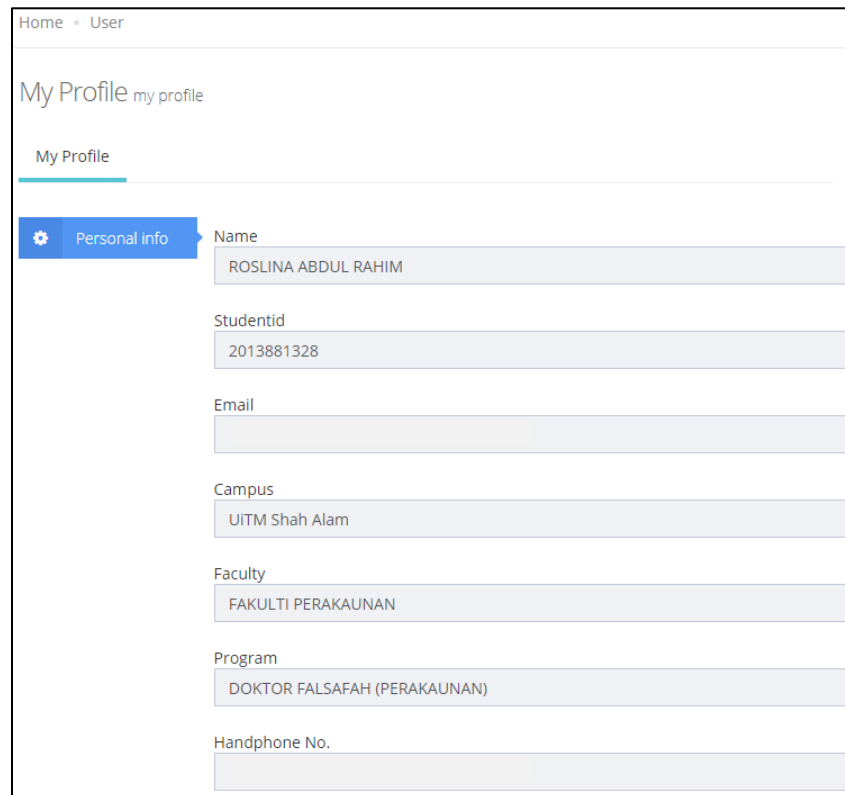
My Profile Pelajar adalah maklumat ringkas berkenaan pelajar yang dipaparkan untuk rujukan sahaja.

Untuk melihat My Profile:

- Klik pada Nama Pengguna
- Satu senarai menu dipaparkan seperti dibawah:



- Klik pada My Profile
- Sistem akan paparkan maklumat pelajar seperti berikut:

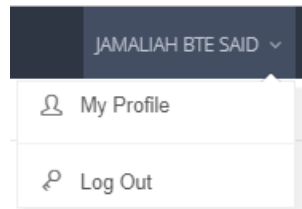
A screenshot of the 'My Profile' page. The page title is 'My Profile my profile'. Below the title, there is a 'My Profile' tab. A sidebar menu on the left has 'Personal info' selected. The main content area shows a form with the following fields: Name (ROSLINA ABDUL RAHIM), Studentid (2013881328), Email (empty), Campus (UITM Shah Alam), Faculty (FAKULTI PERAKAUNAN), Program (DOKTOR FALSAFAH (PERAKAUNAN)), and Handphone No. (empty).

1.3.2 Menu Pensyarah UiTM: My Profile

Setiap pensyarah akan dipaparkan profil yang mengandungi maklumat akademik dan penyelidikan. Terdapat maklumat yang perlu dikemaskini.

Untuk melihat My Profile:

- Klik pada Nama Pengguna
- Satu senarai menu dipaparkan seperti dibawah:

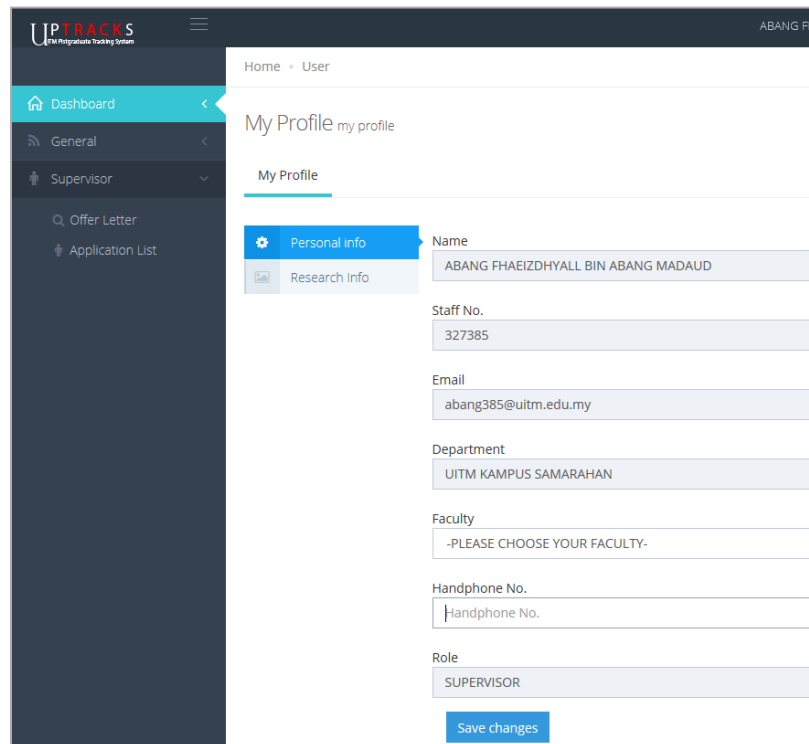


- Klik pada My Profile

Sistem akan paparkan maklumat pensyarah

1.3.2.1 Sub-Menu: Personal Info

- Maklumat peribadi yang perlu dikemaskini adalah **Faculty dan Handphone No.**

A screenshot of the 'My Profile' page in the UPTRACKS system. The page is titled 'My Profile my profile' and has a 'Personal Info' tab selected. The fields are: Name (ABANG FHAEIZDHYALL BIN ABANG MADAUD), Staff No. (327385), Email (abang385@uitm.edu.my), Department (UITM KAMPUS SAMARAHAN), Faculty (-PLEASE CHOOSE YOUR FACULTY-), Handphone No. (Handphone No.), and Role (SUPERVISOR). There is a 'Save changes' button at the bottom.

- Klik butang Save Change

1.3.2.2 Sub-Menu: Research Info

- Maklumat Penyelidikan yang perlu dikemaskini adalah URL Link untuk maklumat tambahan.

The screenshot shows the 'My Profile' page in the UPTRACKS system. The 'Research Info' tab is selected, displaying four 'URL Link' input fields. Below these is a 'RESEARCH' summary table and a 'PUBLICATION' table.

Info! Data Successfully Update.

Personal info | **Research Info**

URL Link :

URL Link :

URL Link :

URL Link :

RESEARCH

Grant	Kebangsaan	Universiti	Antarabangsa
Member:	0	0	0
PI:	0	0	0

PUBLICATION

Publication	JOURNAL ARTICLE	PROCEEDING PAPER	CHAPTER(s) IN BOOK	BOOK
-------------	-----------------	------------------	--------------------	------

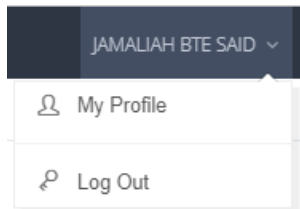
- Klik butang Save Change

1.3.3 Menu Pensyarah External: My Profile

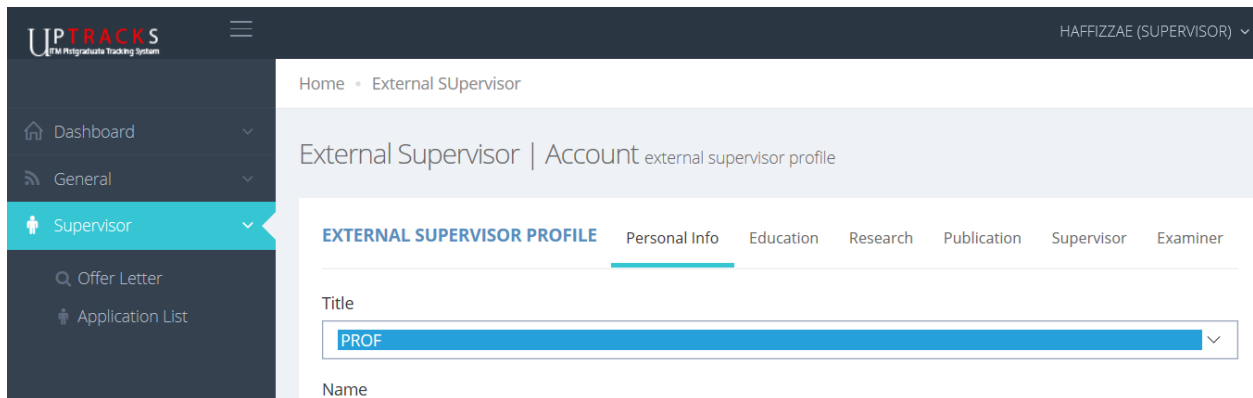
Setiap pensyarah akan dipaparkan profil yang mengandungi maklumat akademik dan penyelidikan. Terdapat maklumat yang perlu dikemaskini oleh External Supervisor.

Untuk melihat My Profile:

- Klik pada Nama Pengguna
- Satu senarai menu dipaparkan seperti dibawah:



- Klik pada My Profile
- Sistem akan paparkan maklumat pengguna.
- Kemaskini maklumat peribadi, Education, Research, Publication, Supervisor dan Examiner oleh pensyarah sendiri.



- Klik butang Save apabila telah mengemaskini.

2.0 Pencalonan Penyelia

2.1 Menu Pelajar: Student

2.1.1 Sub-Menu: My Supervisor

Menu My Supervisor membolehkan pelajar melihat status pencalonan supervisor, co-supervisor pelajar dan status borang pencalonan.

Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2013881328 - ROSLINA ABDUL RAHIM	20200820 KADEAH PENETAPAN KALENDAR AKADEMIK	125749 - JAMALIAH BTE SAID	334352 - FARAH AIDA BINTI AHMAD NADZRI	-	-	Agreed	Actions

Pelajar boleh kemaskini Main Supervisor, Co- Supervisor selagi borang pencalonan belum diambil tindakan oleh

- Klik Butang Action>Update

Bil.	Supervisor	Name	Post	Department	Type	Status	Action
1.	Main Supervisor	INTAN SALWANI BINTI MOHAMED	PENSYARAH KANAN	ACCOUNTING RESEARCH INSTITUTE (ARI)	Internal	Agreed	
2.	Co 1 Supervisor	FARAH AIDA BINTI AHMAD NADZRI	PENSYARAH KANAN	ACCOUNTING RESEARCH INSTITUTE (ARI)	Internal	Nominated	
3.	Co 2 Supervisor				External		
4.	Co 3 Supervisor						

- Pelajar boleh Kemaskini, Padam dan Tambah Supervisor.

2.1.2 Sub-Menu: Supervisor Nomination

Menu supervisor nomination membolehkan Pelajar mencalonkan supervisor dan co-supervisor seperti berikut:

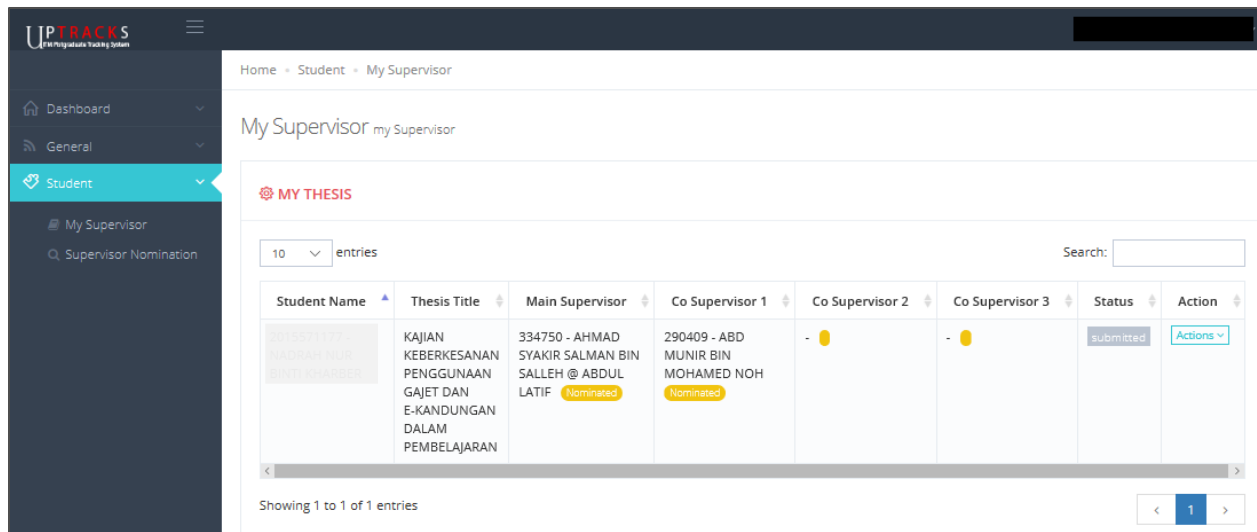
1. Klik pada menu Student > Pilih Supervisor Nomination

The screenshot shows the UPTRACKS Student interface. The left sidebar contains a menu with 'Student' selected and 'Supervisor Nomination' highlighted with a red box. The main content area is titled 'Supervisor List list of supervisor' and features a 'SUPERVISOR NOMINATION' form. The form includes the following fields:

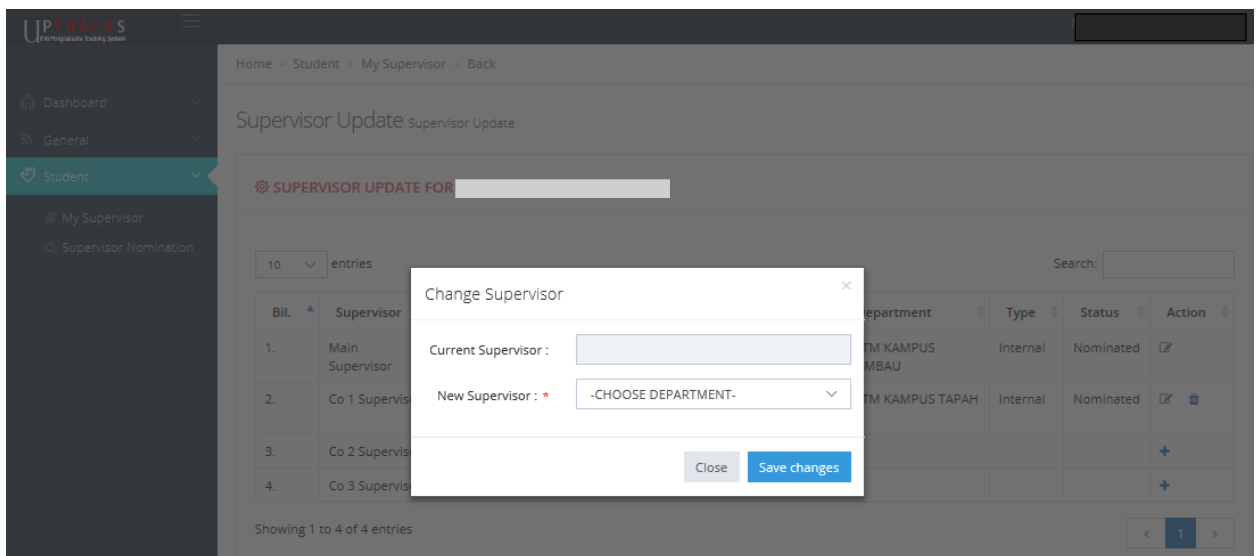
- Research Title *: KAJIAN KEBERKESANAN PENGGUNAAN GAJET DAN E-KANDUNGA
- Main Supervisor *: FAKULTI KOMUNIKASI & PENGAJIAN MEDIA (selected), AHMAD SYAKIR SALMAN BIN SALLEH @ ABDUL LATIF - PENSY (dropdown)
- Co Supervisor 1: AKADEMI PENGAJIAN ISLAM KONTEMPORARI (selected), ABD MUNIR BIN MOHAMED NOH - PENSYARAH KANAN (dropdown)
- Co Supervisor 2: AKADEMI PENGAJIAN BAHASA (selected), -CHOOSE SUPERVISOR- (dropdown)
- Co Supervisor 3: External Supervisor (selected), -CHOOSE SUPERVISOR- (dropdown)

A 'Submit' button is located at the bottom right of the form.

2. Masukkan maklumat yang diperlukan kemudian klik **Butang Submit**.
3. Sistem akan hantar email kepada pensyarah yang dicadangkan untuk tindakan penerimaan/penolakan pencalonan.
4. Status yang dipaparkan adalah "**Nominated**".



Pelajar masih boleh mengemaskini pencalonan supervisor selagi permohonan belum diambil tindakan oleh moderator Fakulti dengan klik pada butang Actions> Update.



Selesai Pencalonan Supervisor oleh Pelajar.

2.2 Menu Pensyarah (Internal & External): Supervisor/Co-Supervisor

2.2.1 Sub-Menu: Application List

Application List adalah untuk memaparkan senarai pencalonan sebagai supervisor dan status bagi pencalonan.

Berikut adalah tindakan yang perlu diambil:

1. Klik pada sub menu Application List.
2. Sistem akan paparkan senarai pencalonan sebagai supervisor dari Pelajar

Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status
2015571177 - NADRAH NUR BINTI KHARBER	KAJIAN KEBERKESANAN PENGGUNAAN GAJET DAN E-KANDUNGAN DALAM PEMBELAJARAN	327385 - ABANG FHAEIZHDHYALL BIN ABANG MADAUD Accept Reject	232564 - ABD RAHMAN BIN JAMAAN Nominated	235121 - ZATUL FAHANY BINTI HARUN Nominated	139159 - AZLINA BT HANIF Nominated	Submitted

3. Pilih Accept atau Reject
4. Jika Pensyarah memilih Accept, status pencalonan menjadi **“Agreed”**.
5. Jika Pensyarah memilih Reject, status pencalonan menjadi **“Reject”**.

2.2.2 Sub-Menu: Offer Letter

Offer Letter adalah untuk Pensyarah menjana surat lantikan sebagai supervisor.

Langkah-langkah menjana surat adalah seperti berikut:

1. Pencalonan yang telah mendapat pengesahan dari Jawatankuasa Akademik Fakulti (JAF), sistem akan menjana satu surat lantikan kepada pensyarah berkaitan.
2. Sistem akan menghantar notis pengesahan pencalonan.
3. Untuk melihat/mencetak surat pencalonan, Pilih Menu Offer Letter.
4. Sistem akan paparkan senarai Pelajar dan pilih Action **“Print”**.

UPTRACKS
UM Postgraduate Tracking System

Home » Supervisor » Print Offer Letter

List of Offer Letter (by Student)

APPLICANT LISTS

5 records Search:

Student Name	Thesis Title	Action
NORHALIFAH BINTI RAMLEE 2014128577	20191103 TESTING A-Z	Print

Showing 1 to 1 of 1 entries

< 1 >

5. Satu surat berformat surat rasmi akan dijana dan pensyarah boleh mencetak atau menyimpan surat tersebut.

2.3 Menu Moderator Fakulti

2.3.1 Sub-Menu: Validate Supervisor

Moderator Fakulti perlu validate supervisor yang **telah bersetuju** untuk menjadi supervisor kepada pelajar yang mencalonkan. Supervisor yang belum setuju tidak akan disenaraikan.

- Pilih Menu Moderator > **Validate Supervisor** > Pilih Action dan Update

Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM Agreed	AZIZAH BT HAJI ZAKARIA Agreed	AYUB BIN MD SOM (DR) Reject		In progress	Actions

- Validate permohonan dan kemaskini status sama ada Pass atau Decline.

MODERATOR

Studentid * 2014128577

Name * NORHALIFAH BINTI RAMLEE

Campus * P

Program * EC750

Semester *

Thesis Title * 20191103 TESTING A-Z

Supervisor *

Name	Status
Main Supervisor : Q AZRAA AFHZAN BINTI AB RAHIM	<input type="radio"/> Pass <input type="radio"/> Decline
Co Supervisor 1 : Q AZIZAH BT HAJI ZAKARIA	<input type="radio"/> Pass <input checked="" type="radio"/> Decline

- Moderator boleh klik pada **Nama SV** yang dicadangkan untuk melihat maklumat SV Profile.
- Kemudian Klik butang SUBMIT.
- Status Pencalonan Pensyarah akan bertukar menjadi “Validate” / “Decline”.

The screenshot shows the 'REVIEW LECTURER AS SUPERVISOR' interface. A notification banner at the top indicates 'Info! Data Successfully Update.' Below this, there is a search bar and a table with columns: Student Name, Thesis Title, Main Supervisor, Co Supervisor 1, Co Supervisor 2, Co Supervisor 3, Status, and Action. The first row of the table is highlighted with a red box, showing the names of the supervisors and 'Validate' buttons for each.

Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM Validate	AZIZAH BT HAJI ZAKARIA Validate	AYUB BIN MD SOM (DR) Reject		In progress	Actions

2.3.2 Sub-Menu: Meeting Setup

Sebelum senarai pencalonan penyelia dibawa ke Mesyuarat Jawatankuasa Akademik Fakulti, moderator perlu setup maklumat Mesyuarat.

- Moderator pilih menu **Meeting Setup**
- Klik Menu Add Record

The screenshot shows the 'MEETING INFORMATION' interface. The 'Meeting Setup' menu item in the sidebar is highlighted with a red box. The 'Add Record' button in the top right corner is also highlighted with a red box.

- Masukkan maklumat yang diperlukan dan klik Butang Save Changes

New Meeting Info ✕

Bil. :

Type : ▾

Date :

Select date

Venue :

Reference Letter :

Letter Date :

Select date

- Senarai Mesyuarat yang telah diwujudkan seperti berikut:

UPTRACKS

MUHAMMAD HAFRIZZAE BIN GHAZALI ▾

Home • Setting • Reference Letter

Meeting Information list of meeting

MEETING INFORMATION

[+ Add Record](#)

records Search:

Meeting Bil	Meeting Type	Meeting Date	Meeting Venue	Reference Letter	Letter Date	Insert By	Action
10/2019	JKAPS	Jan 24, 2019	123	123	Jan 29, 2019	195766 - PEJ.PEMB.INFRASTRUKTUR & INFOSTRUKTUR	✎ ✕
BIL 4/2019	JAF	Mar 13, 2019	DK	10/50/40 JAF	Mar 13, 2019	195766 - PEJ.PEMB.INFRASTRUKTUR & INFOSTRUKTUR	✎ ✕
BIL 4/2019	JKAPS	Aug 12, 2019	DK	10/50/40 JKAPS	Mar 12, 2019	195766 - PEJ.PEMB.INFRASTRUKTUR & INFOSTRUKTUR	✎ ✕
JAF/1	JAF	Dec 27, 2018	PETA	JAF/1/151218	Dec 28, 2018	195766 - PEJ.PEMB.INFRASTRUKTUR & INFOSTRUKTUR	✎ ✕
JAF/2	JAF	Dec 30, 2018	BETA	JAF/2/151218	Dec 31, 2018	195766 - PEJ.PEMB.INFRASTRUKTUR & INFOSTRUKTUR	✎ ✕

Showing 1 to 5 of 13 entries

1
2
3
< >

- Mesyuarat yang telah di setup boleh di kemaskini dengan klik butang di kolom Action.

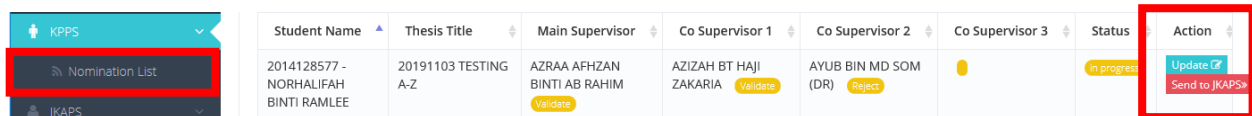
2.4 Menu KPPS Fakulti

2.4.1 Sub-Menu: Nomination List

Nomination List adalah untuk KPPS Fakulti menyokong atau tidak pencalonan supervisor pelajar.

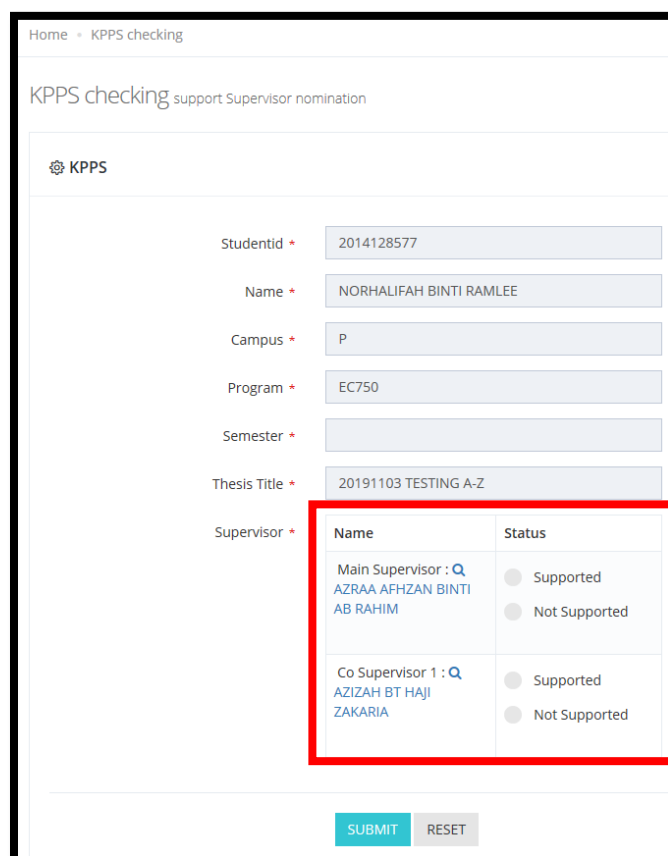
Untuk menyokong pencalonan supervisor pelajar:

- Pilih Menu KPPS > **Nomination List** > Pilih Action > Update



Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM View	AZIZAH BT HAJI ZAKARIA Validate	AYUB BIN MD SOM (DR) Reject		● in progress	Update Send to JKAPS

- Sokong permohonan dan kemaskini status sama ada Supported atau Not Supported. KPPS boleh klik pada Nama SV yang dicadangkan untuk melihat maklumat SV Profile:



Home • KPPS checking

KPPS checking support Supervisor nomination

KPPS

Studentid * 2014128577

Name * NORHALIFAH BINTI RAMLEE

Campus * P

Program * EC750

Semester *

Thesis Title * 20191103 TESTING A-Z

Supervisor *

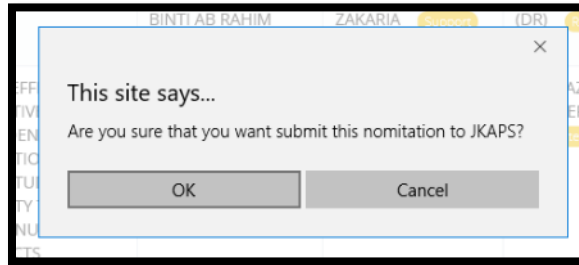
Name	Status
Main Supervisor : Q AZRAA AFHZAN BINTI AB RAHIM	<input checked="" type="radio"/> Supported <input type="radio"/> Not Supported
Co Supervisor 1 : Q AZIZAH BT HAJI ZAKARIA	<input checked="" type="radio"/> Supported <input type="radio"/> Not Supported

[SUBMIT](#) [RESET](#)

- Klik Butang SUBMIT
- Status Pencalonan akan bertukar kepada Support

Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM Support	AZIZAH BT HAJI ZAKARIA Support	AYUB BIN MD SOM (DR) Reject		In progress	Update Send to JKAPS

- KPPS pilih Action> **Send to JKAPS**



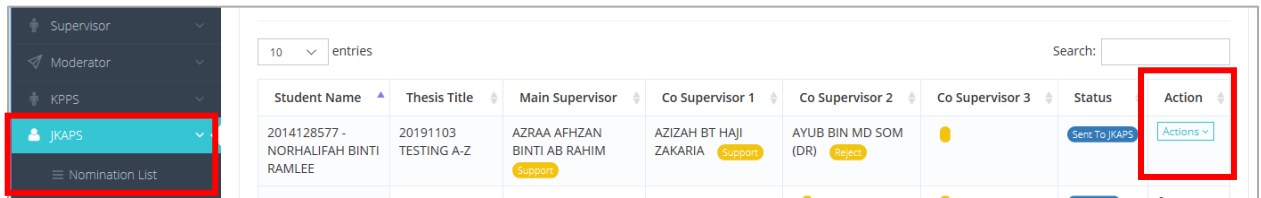
- Sistem akan minta pengesahan
- Status Permohonan telah berubah kepada Sent To JKAPS.

Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM Support	AZIZAH BT HAJI ZAKARIA Support	AYUB BIN MD SOM (DR) Reject		Sent To JKAPS	

2.5 Menu JKAPS

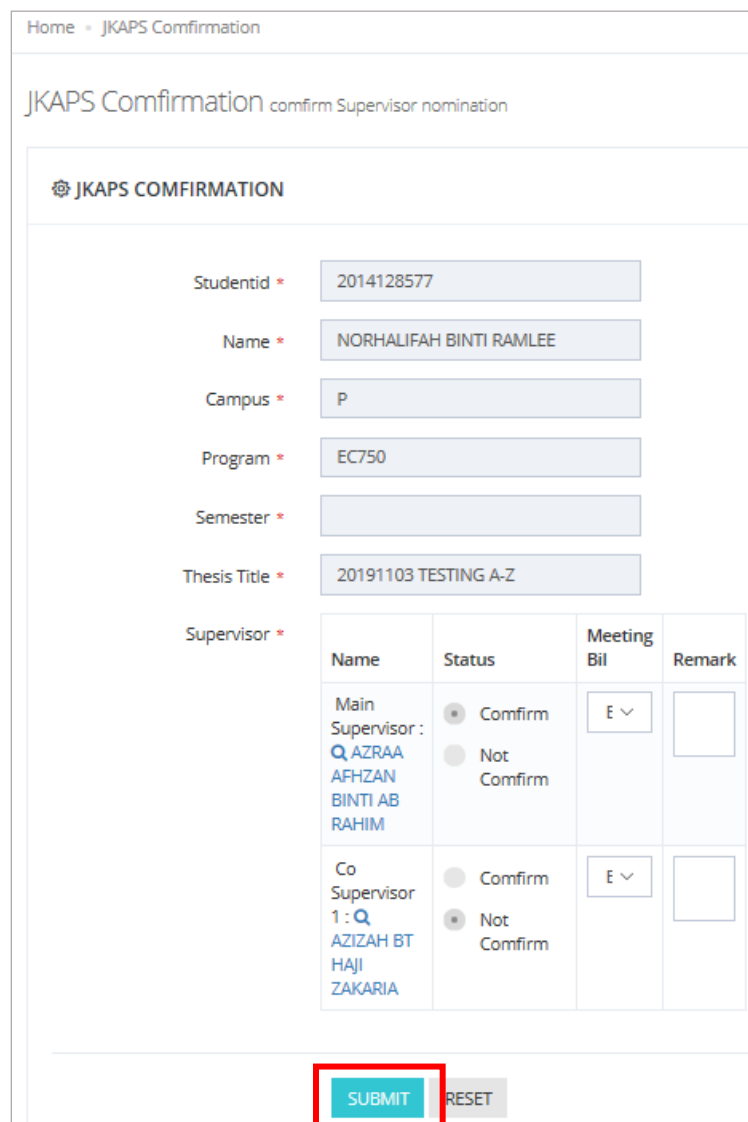
2.5.1 Sub-Menu: Nomination List

1. Pengesahan JKAPS: Pilih Menu JKAPS > **Nomination List** > Pilih Action



Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM Support	AZIZAH BT HAJI ZAKARIA Support	AYUB BIN MD SOM (DR) Reject		Send To JKAPS	Actions

2. Sahkan Pencalonan atau tolak Pencalonan, masukkan bilangan mesyuarat dan sebarang catatan jika ada. Kemudian klik Butang SUBMIT.



Home > JKAPS Confirmation

JKAPS Confirmation confirm Supervisor nomination

JKAPS CONFIRMATION

Studentid * 2014128577

Name * NORHALIFAH BINTI RAMLEE

Campus * P

Program * EC750

Semester *

Thesis Title * 20191103 TESTING A-Z

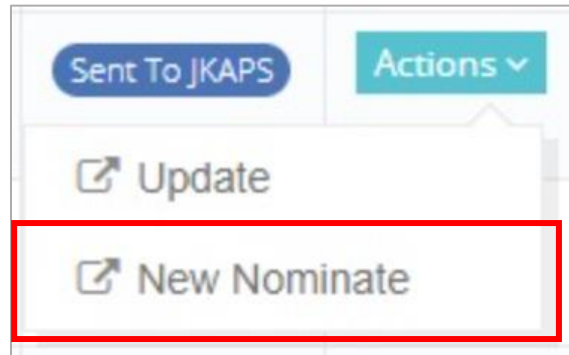
Supervisor *

Name	Status	Meeting Bil	Remark
Main Supervisor : AZRAA AFHZAN BINTI AB RAHIM	<input checked="" type="radio"/> Confirm <input type="radio"/> Not Confirm	E	
Co Supervisor 1 : AZIZAH BT HAJI ZAKARIA	<input type="radio"/> Confirm <input checked="" type="radio"/> Not Confirm	E	

SUBMIT RESET

3. JKAPS boleh melihat profil pensyarah dengan klik pada nama yang tertera.

- JKAPS boleh membuat tambahan/ubah nominasi penyelia dengan pilih Action > **New Nominate**.



- Skrin akan paparkan senarai supervisor
- Untuk menambah CO-SV. Klik butang di kolom Action

Supervisor Update Supervisor Update

⚙️ SUPERVISOR UPDATE FOR *MOHAMAD ANUAR BIN ZAKARIA*

10 entries Search:

Bil.	Supervisor	Name	Post	Department	Type	Status	Action
1.	Main Supervisor	NORAZIDA BINTI MOHAMED	PENSYARAH KANAN	ACCOUNTING RESEARCH INSTITUTE (ARI)	Internal	Support	
2.	Co 1 Supervisor						+
3.	Co 2 Supervisor						+
4.	Co 3 Supervisor						+

Showing 1 to 4 of 4 entries < 1 >

- Pilih Fakulti dan pensyarah yang disenaraikan. Kemudian klik butang Save Changes.

Change Supervisor ×

Current Supervisor :

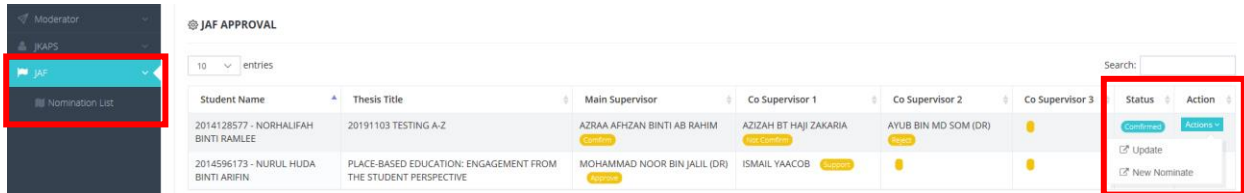
New Supervisor : *

2.6 Menu: JAF

2.6.1 Sub-Menu: Nomination List

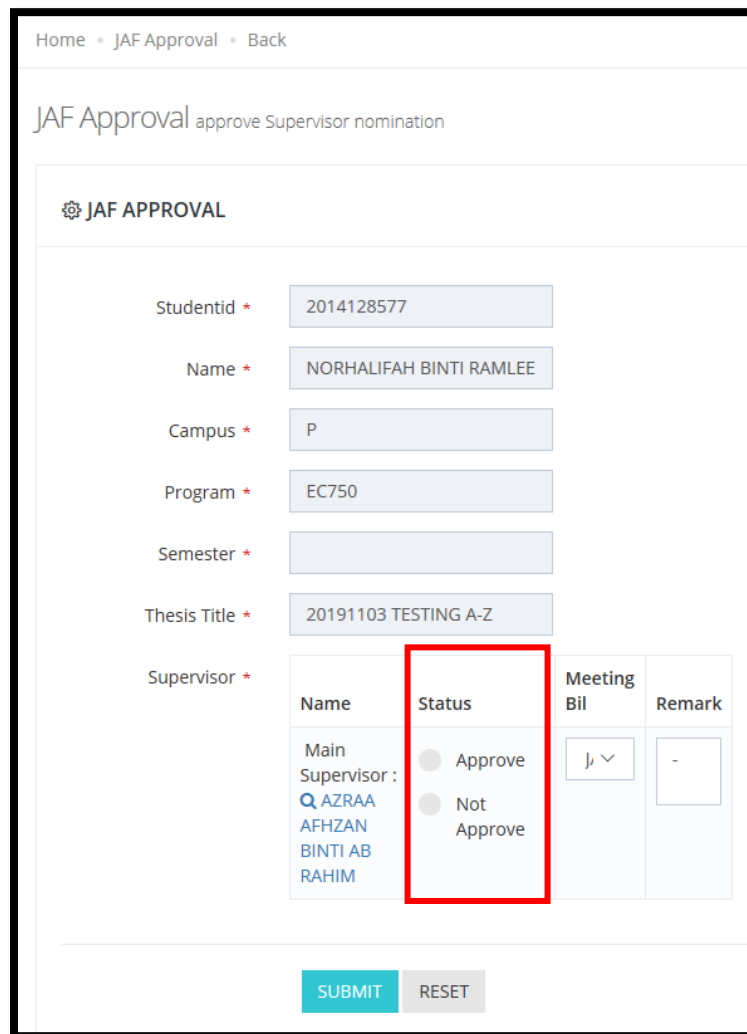
*Moderator/urusetia fakulti perlu setup maklumat mesyuarat JAF

- Pilih Menu JAF > Nomination List > Pilih Action > Klik Update.



Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM	AZIZAH BT HAJI ZAKARIA	AYUB BIN MD SOM (DR)			Update
2014596173 - NURUL HUDA BINTI ARIFIN	PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	MOHAMMAD NOOR BIN JALIL (DR)	ISMAL YAACOB				New Nominate

- Semak maklumat permohonan dan Pilih untuk Approve atau Not Approve.
- Masukkan bilangan Mesyuarat dan catatan jika ada.
- Klik Butang SUBMIT.



Home • JAF Approval • Back

JAF Approval approve Supervisor nomination

JAF APPROVAL

Studentid * 2014128577

Name * NORHALIFAH BINTI RAMLEE

Campus * P

Program * EC750

Semester *

Thesis Title * 20191103 TESTING A-Z

Supervisor *

Name	Status	Meeting Bil	Remark
Main Supervisor : AZRAA AFHZAN BINTI AB RAHIM	<input type="radio"/> Approve <input type="radio"/> Not Approve	1, v	-

SUBMIT RESET

1. Status Permohonan akan bertukar kepada Approve.

The screenshot displays the 'UPTRACKS' JAF APPROVAL interface. On the left is a navigation sidebar with options like Student, Supervisor, Moderator, KPPS, JKAPS, JAF, Nomination List, Report, and Settings. The main area shows a table of approval entries. The first entry is highlighted with a red box around the 'Main Supervisor' column.

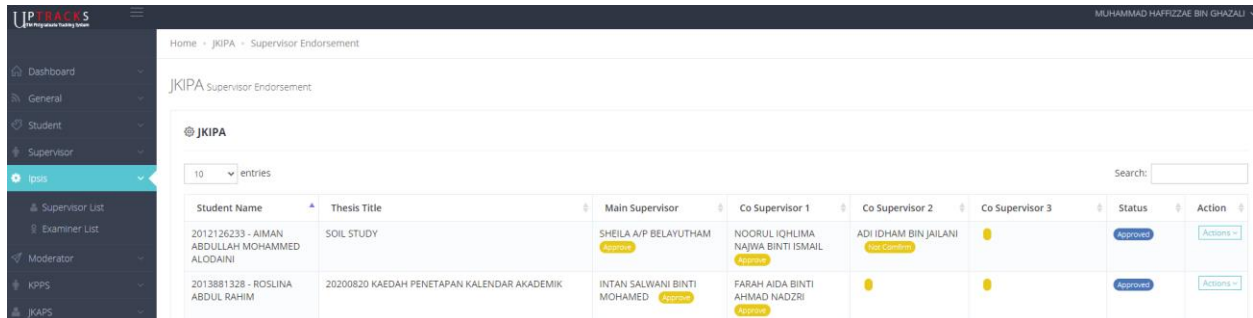
Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
201388944 - NURZILIANA BINTI NOR'AKASAH	JOURNAL OF HEALTHSSSS	ABANG IKHBAL BIN ABANG BOLHIL Approve	ISMAIL YAACOB Nominated	MOHD SYAQUIF YASIN BIN KAMARUDDIN Approve	MUHAMMAD SHUKOR B. HAJI ABD. MONER Nominated	Approved	
2014128577 - NORHALIFAH BINTI RAMLEE	20191103 TESTING A-Z	AZRAA AFHZAN BINTI AB RAHIM Approve	AZIZAH BT HAJI ZAKARIA Not Confirm	AYUB BIN MD SOM (DR) Reject		Approved	
2014596173 - NURUL HUDA BINTI ARIFIN	PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	MOHAMMAD NOOR BIN JALIL (DR) Approve	ISMAIL YAACOB Support			Approved	

2.7 Menu: IPSIS/JKIPA

2.7.1 Sub-Menu: Supervisor List

*Moderator/urusetia Ipsis perlu setup maklumat mesyuarat JKIPA

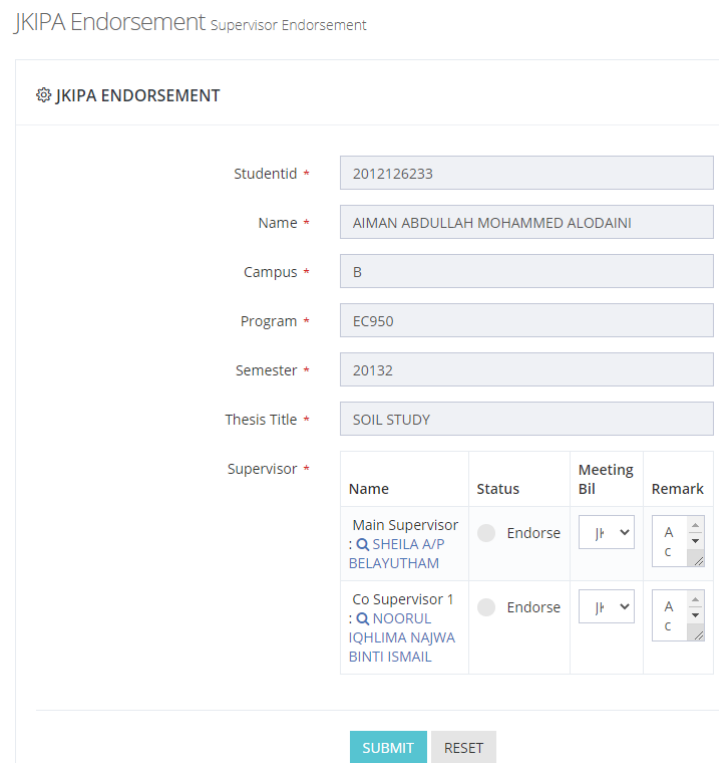
1. Klik pada sub menu: Supervisor List
2. Sistem akan paparkan senarai yang perlu diambil tindakan.



The screenshot shows the 'JKIPA Supervisor Endorsement' page. It features a table with the following columns: Student Name, Thesis Title, Main Supervisor, Co Supervisor 1, Co Supervisor 2, Co Supervisor 3, Status, and Action. The table contains two rows of data. The first row shows a student named Aiman Abdullah Mohammed Alodaini with a thesis title 'SOIL STUDY'. The second row shows a student named Roslina Abdul Rahim with a thesis title '20200820 KADEAH PENETAPAN KALENDAR AKADEMIK'. Both rows have 'Approved' status and an 'Actions' button.

Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2012126233 - AIMAN ABDULLAH MOHAMMED ALODAINI	SOIL STUDY	SHEILA A/P BELAYUTHAM Approve	NOORUL IQHLIMA NAJWA BINTI ISMAIL Approve	ADI IDHAM BIN JAILANI Not Comment		Approved	Actions
2013881328 - ROSLINA ABDUL RAHIM	20200820 KADEAH PENETAPAN KALENDAR AKADEMIK	INTAN SALWANI BINTI MOHAMED Approve	FARAH AIDA BINTI AHMAD NADZRI Approve			Approved	Actions

3. Pada Kolum Action, Actions>Update
4. Pilih Status Approve dan klik butang SUBMIT.



The screenshot shows the 'JKIPA ENDORSEMENT' form. It contains the following fields:

- Studentid: 2012126233
- Name: AIMAN ABDULLAH MOHAMMED ALODAINI
- Campus: B
- Program: EC950
- Semester: 20132
- Thesis Title: SOIL STUDY
- Supervisor: A table with columns Name, Status, Meeting Bil, and Remark. It lists the Main Supervisor (SHEILA A/P BELAYUTHAM) and Co Supervisor 1 (NOORUL IQHLIMA NAJWA BINTI ISMAIL), both with 'Endorse' status.

At the bottom of the form, there are 'SUBMIT' and 'RESET' buttons.

5. Sistem akan paparkan status terkini Supervisor: JKIPA Endorsement

Info! Successfully Updated. ×

10 entries

Search:

Student Name ▲	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Status	Action
2012126233 - AIMAN ABDULLAH MOHAMMED ALODAINI	SOIL STUDY	SHEILA A/P BELAYUTHAM Endorse	NOORUL IQHLIMA NAJWA BINTI ISMAIL Endorse	ADI IDHAM BIN JAILANI Not Confirm	●	Endorse by JKIPA	Actions ▼

3.0 DRP

3.1 Menu Pelajar: Student

3.1.1 Sub-Menu: Research Proposal

Pelajar yang telah memenuhi keperluan dan ingin menghantar prososal penyelidikan, ikuti langkah berikut:

1. Klik pada sub-menu Research Proposal
2. Masukkan maklumat yang diperlukan pada Borang Research Proposal

RESEARCH PROPOSAL

Proposal Title *

Main Supervisor

Co Supervisor 1

Co Supervisor 2

Co Supervisor 3

Date IGS Research Skills *

Date Tie *

Upload Files * SubAktiviti2018_1.pdf
* Pdf format only SubAktiviti2018_1.pdf

3. Lampirkan dokumen Research Proposal
4. Klik Butang Submit.
5. Sistem akan paparkan Research Proposal yang dihantar.

YOUR PROPOSAL TITLE							
Student Name	Proposal Title	File	Main Supervisor	Similarity Index	KPPS	KPPS Comment	DRP Status
2016252858	20072020 UJILARI RESEARCH PROPOSAL	SubAktiviti2018_1.pdf	NORAZIDA BINTI MOHAMED				New

6. Sebarang progress berkaitan dengan research proposal, pelajar boleh lihat pada DRP Status.
7. Setelah Chairman mengesahkan markah penilaian, maklumat akan dipaparkan pada skrin Research Proposal pelajar seperti berikut:

YOUR PROPOSAL RANKING					
Chairman	Panel 1	Panel 2	Panel 3	Ranking	Interpretation
166889 - ABDUL RAHMAN BIN SAILI	317670 - ABDUL FATTAH BIN ABD GANI	108559 - ROSHAYANI BINTI ARSHAD		1	Proposal accepted without amendments. Student can proceed

3.2 Menu Supervisor

3.2.1 Sub-Menu: Endorsement Proposal

Main Supervisor akan menerima email pemakluman berkenaan proposal penyelidikan pelajar.

Tindakan Supervisor yang perlu diambil adalah:

1. Klik pada Sub Menu Endorsement Proposal
2. Sistem akan menyenaraikan pelajar yang menghantar proposal untuk Tindakan.

Main Supervisor Endorse Proposal

SUBMISSION LISTS

10 entries Search:

Student ID	Proposal Title	Attachment	Date Submission	Main Supervisor	Status	Similarity Index	Action
2016252858 - MOHAMAD ANUAR BIN ZAKARIA	20072020 UJILARI RESEARCH PROPOSAL	SubAktiviti2018_1.pdf	20/07/2020	165767 - NORAZIDA BINTI MOHAMED	Open	0.00	Actions

Showing 1 to 1 of 1 entries < 1 >

3. Klik pada kolom Action> Proposal Similarity Index
4. Masukkan skor similarity. Jika skor lebih dari 30%, pelajar perlu hantar semula proposal.

Proposal Endorsed By Main Supervisor

PROPOSAL ENDORSED BY MAIN SUPERVISOR

I certify that the research proposal of (**MOHAMAD ANUAR BIN ZAKARIA**) has been screened for plagiarism with similarity index: %
Similarity indexes must be less than 30%

5. Klik butang Submit.
6. Status Proposal akan dikemaskini (Supervisor Endorsed/ Not Endorsed (Jika Lebih dari 30%).

3.3 Menu KPPS

3.3.1 Sub-Menu: Proposal Endorsement

KPPS akan menerima email pemakluman berkenaan proposal penyelidikan pelajar yang telah disahkan oleh Supervisor.

Tindakan KPPS yang perlu diambil adalah:

1. Klik pada sub menu Proposal Endorsement
2. Sistem akan menyenaraikan proposal pelajar.

KPPS Endorse Proposal

DEFENCE LISTS

5 records Search:

Student Name	Proposal Title	Date Submission	Main Supervisor	KPPS	Status	Similarity Index	Action
2014654524	PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	03/16/2020 12:03	132198 - AHMAD SABRI BIN OSMAN (DR.)	196891 - MUHAMMAD HAFFIZZAE BIN GHAZALI	Chairman Endorsed Mark	36.00	Actions
2015571177	KAJIAN KEBERKESANAN PENGGUNAAN GAJET DAN E-KANDUNGAN DALAM PEMBELAJARAN	05/05/2020 12:05	327385 - ABANG FHAEIZDHYALL BIN ABANG MADAUD	196891 - MUHAMMAD HAFFIZZAE BIN GHAZALI	Kpps Endorsed	20.00	Actions
2015829954	KEBARANGKALIAN TINDAKAN BERANGKAI KESAN ISOTOP PROTON BERTEMU NEURON	04/20/2020 12:04	106153 - ISMAIL BIN AHMAD		Supervisor Endorsed	26.00	Actions

3. Klik pada kolom Action> Proposal Endorcement.
4. Masukkan komen pada ruangan Remarks

KPPS endorsement Research proposal endorsement

KPPS

Studentid * 2016252858

Name * MOHAMAD ANUAR BIN ZAKAF

Campus * P

Program * EE750

Semester * 20164

Thesis Title * 27 OGOS 2019 UJIKAJI

Remarks *

ENDORSE RESET

5. Klik butang ENDORSE.
6. Status Proposal akan dikemaskini (Kpps Endorsed/ Not Endorsed).

3.3.2 Sub-Menu: Panel List

KPPS perlu melantik panel penilai bagi melaksanakan penilaian terhadap proposal pelajar yang telah disahkan oleh Penyelia dan KPPS.

Untuk melantik Panel Penilai:

1. Klik pada Sub Menu Panel List
2. Sistem akan paparkan senarai pelajar.

Panel Set Up for research proposal

STUDENT LIST

10 entries Search:

Student Name	Proposal Title	Chairman	Panel 1	Panel 2	Panel 3	Action
2012126233 - AIMAN ABDULLAH MOHAMMED ALDANI	SOIL STUDY	166423 - MOHAMMAD NOOR BIN JALIL	142175 - ROSLINA BINTI AB. WAHID	108559 - ROSHAYANI BINTI ARSHAD	128937 SHARIFAH NORZEHAN BT SYED YUSUF	Actions
2013888944 - NURZILIANA BINTI NOR'AKASAH	JOURNAL OF HEALTHSSSS	165767 - NORAZIDA BINTI MOHAMED	168133 - ALI BIN SEMAN	165767 - NORAZIDA BINTI MOHAMED	142175 ROSLINA BINTI AB. WAHID	Actions

3. Klik pada kolum Action>Set Up
4. Pilih Pensyarah untuk dilantik sebagai Chairman dan panel.

Panel List list of panel

PANEL NOMINATION

Proposal Title *

Chairman *

Panel 1 *

Panel 2 *

Panel 3 *

5. Klik Butang Submit
6. Senarai Chairman dan Panel kepada pelajar akan dipaparkan.

3.3.3 Sub-Menu: Proposal Assessment Endorsement

Markah penilaian yang telah disahkan oleh Chairman perlu disahkan oleh KPPS untuk dibawa ke peringkat seterusnya.

Tindakan KPPS yang perlu diambil adalah:

1. Klik pada sub menu Proposal Assessment Endorsement
2. Sistem akan menyenaraikan proposal dan status.

KPPS Endorse Assessment Mark

STUDENT LISTS

5 records Search:

Proposal Title	Ranking	Chairman	Chairman Mark	Panel 1	Panel 1 Mark	Panel 2	Panel 2 Mark	Panel 3	Panel 3 Mark	Status	Action
PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	2	165767 - NORAZIDA BINTI MOHAMED	78	168133 - ALI BIN SEMAN	80	146838 - INTAN SALWANI BINTI MOHAMED	90	146838 - INTAN SALWANI BINTI MOHAMED	65	Chairman Endorsed Mark	Actions Send
KAJIAN KEBERKESANAN PENGGUNAAN GAJET DAN E-KANDUNGAN DALAM PEMBELAJARAN		189837 - AMAN MOHD IHSAN BIN MAMAT	0	232564 - ABD RAHMAN BIN JAMAAN	0	345613 - FARAHDINA BINTI FAZIAL	0	172967 - AINUL AZREEN BIN ADAM	0	Kpps Endorsed	Wait for Chairman Endorsement

3. Klik pada kolom Actions> Send to JKAPS.
4. Semak maklumat yang dipaparkan dan klik butang Send to JKAPS

Endorsed By KPPS

ENDORSED BY KPPS

Studentid *	2014654524
Name *	IZA SAZANITA BINTI ISA
Campus *	P - UiTM Kampus Bukit Mertajam
Program *	EE950 - DOKTOR FALSAFAH (KE)
Semester *	
Thesis Title *	PLACE-BASED EDUCATION: ENGAGEMENT FROM THE

Ranking	Mark	Interpretation	Status
2	78	Proposal accepted with minimal amendments. Proposal with amendments as recommended by the panel of assessors must be submitted to and verified by the faculty within one month of the data of DRP. Student can then proceed	Chairman Endorsed Mark

Send to JKAPS

BACK

5. Klik butang ENDORCE.

Status Proposal akan dikemaskini (Kpps Endorsed/ Not Endorsed).

3.4 Menu Panel

3.4.1 Sub-Menu: Assessment Form

Panel yang dilantik boleh membuat penilaian proposal penyelidikan dengan:

1. Klik pada Menu Panel > Assessment Form
2. Sistem akan paparkan senarai pelajar yang ditugaskan kepada panel.
3. Klik pada butang Actions>Assessment Form

The screenshot shows the 'Research Proposal Assessment Form' interface. On the left is a dark sidebar menu with options: Dashboard, General, Supervisor, Examiner, Panel (highlighted), Assessment Form, and Offer Letter. The main content area is titled 'STUDENT LISTS' and features a table with the following data:

Student ID	Proposal Title	Attachment	Date Submission	Status	Similarity Index	Mark	Action
2013881328 - ROSLINA ABDUL RAHIM	20200820 KAEDAH PENETAPAN KALENDAR AKADEMIK	The Edge - CEO morning brief @ 2020-july-29.pdf	24/08/2020	Kpps Endorsed	30	0.0	Actions

Below the table, it says 'Showing 1 to 1 of 1 entries' and has pagination controls for page 1.

4. Isikan markah yang diperolehi oleh pelajar.

The screenshot shows the assessment form for student 2013881328 - ROSLINA ABDUL RAHIM. It is divided into two main sections:

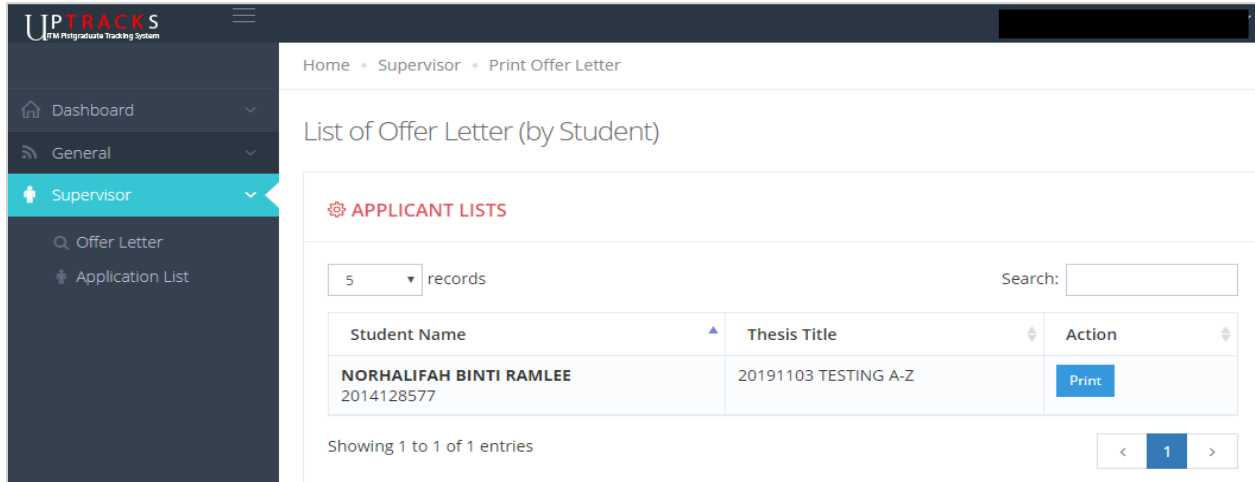
- 1 Title of Research (5%)**: Includes a table for rating the title of research (1-5) and a 'Weighted marks obtained (%)' field showing 0. Below the table is a 'Comments:' text area.
- 2 Problem Statement (20%)**: Includes a table for rating the analysis of the problem statement (1-5) and a 'Weighted marks obtained (%)' field showing 0.

5. Sahkan penilaian yang diberi
6. Klik butang SUBMIT

The screenshot shows a confirmation screen with a checked checkbox and the text: **I Certify that the research proposal has been evaluated**. At the bottom, there are two buttons: 'SUBMIT' (highlighted in teal) and 'Back' (grey).

3.4.2 Sub-Menu: Offer Letter

1. Setelah Panel dipilih oleh KPPS, sistem akan menjana satu surat lantikan kepada pensyarah berkaitan.
2. Sistem akan menghantar notis pengesahan pencalonan.
3. Untuk melihat/mencetak surat pencalonan, Pilih Menu Panel> Offer Letter.
4. Sistem akan paparkan senarai Pelajar dan pilih Action "Print".



The screenshot shows the UPTRACKS web application interface. The breadcrumb trail is Home > Supervisor > Print Offer Letter. The page title is 'List of Offer Letter (by Student)'. Below the title, there is a section for 'APPLICANT LISTS'. A dropdown menu shows '5 records' and a search box is present. The main content is a table with the following data:

Student Name	Thesis Title	Action
NORHALIFAH BINTI RAMLEE 2014128577	20191103 TESTING A-Z	Print

At the bottom of the table, it says 'Showing 1 to 1 of 1 entries' and a pagination control shows '1'.

5. Satu surat berformat surat rasmi akan dijana dan pensyarah boleh mencetak atau menyimpan surat tersebut.

3.5 Menu Chairman

3.5.1 Sub-Menu: Student List

Chairman yang dilantik boleh membuat pengesahan penilaian proposal penyelidikan:

1. Klik pada Menu Chairman > Student List
2. Sistem akan paparkan senarai pelajar yang perlu disahkan markah penilaian oleh panel.

Student Name	Proposal Title	Ranking	Chairman	Chairman Mark	Panel 1	Panel 1 Mark	Panel 2	Panel 2 Mark	Panel 3	Panel 3 Mark	Status	Action
2016252858	20072020 UJILARI RESEARCH PROPOSAL		335940 - ABDUL AZIM BIN MOHAMAD ISA	0	112231 - ABD SHUKOR BIN MOHD ALI	100	156022 - 'AZLINA BT GHAZALI	100	112972 - ABDUL RAHMAN BIN ABDUL RAHIM	100	Keros Endorsement	Assessment Endorsement

3. Klik pada butang Actions>Assessment Endorsement

Endorsed By chairman

ENDORSED BY CHAIRMAN

I am hereby certify that the research proposal was evaluate by the panel of assessor.

[Submit](#) [Back](#)

4. Sahkan penilaian yang diberi oleh panel penilai.
5. Klik butang SUBMIT
6. Sistem akan Paparkan skor pelajar yang telah disahkan oleh Chairman.

Student Name	Proposal Title	Ranking	Chairman	Chairman Mark	Panel 1	Panel 1 Mark	Panel 2	Panel 2 Mark	Panel 3	Panel 3 Mark	Status	Action
2016252858	20072020 UJILARI RESEARCH PROPOSAL	1	335940 - ABDUL AZIM BIN MOHAMAD ISA	100	112231 - ABD SHUKOR BIN MOHD ALI	100	156022 - 'AZLINA BT GHAZALI	100	112972 - ABDUL RAHMAN BIN ABDUL RAHIM	100	Chairman Endorsed Mark	Assessment Endorsement

3.5.2 Sub-Menu: Offer Letter

1. Setelah Chairman dipilih oleh KPPS, sistem akan menjana satu surat lantikan kepada pensyarah berkaitan.
2. Sistem akan menghantar notis pengesahan pencalonan.
3. Untuk melihat/mencetak surat pencalonan, Pilih Menu Chairman> Offer Letter.
4. Sistem akan paparkan senarai Pelajar dan pilih Action "Print".

List of Offer Letter (by Student)

STUDENT LISTS

5 records Search:

Student Name	Proposal Title	Action
IZA SAZANITA BINTI ISA 2014654524	PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE FROM USER VIEW	Print
KHARISMI BIN BURHANUDIN 2015829954	KEBARANGKALIAN TINDAKAN BERANGKAI KESAN ISOTOP PROTON BERTEMU NEURON	Print
ROSLINA ABDUL RAHIM 2013881328	20200820 KAEDAH PENETAPAN KALENDAR AKADEMIK	Print

5. Satu surat berformat surat rasmi akan dijana dan pensyarah boleh mencetak atau menyimpan surat tersebut.

3.6 Menu JKAPS

3.6.1 Sub-Menu: Proposal Assessment Endorsement

1. Pengesahan JKAPS: Pilih Menu JKAPS > Proposal Assessment Endorsement > Pilih Action

The screenshot shows the 'JKAPS Endorse Assessment Mark' interface. On the left is a sidebar menu with 'JKAPS' highlighted. The main area displays a table of student records with columns for Student ID, Proposal Title, Ranking, Mark, Interpretation, Status, and Action. The 'Action' column for the first record is highlighted with a red box, showing options like 'Final for JKAPS action'.

Student ID	Proposal Title	Ranking	Mark	Interpretation	Status	Action
2012126233	SOIL STUDY		0	Proposal accepted with minimal amendments. Proposal with amendments as recommended by the panel of assessors must be submitted to and verified by the faculty within one month of the data of DRP. Student can then proceed	Supervisor Endorse	Final for JKAPS action
2013888944	JOURNAL OF HEALTHSSSS	1	93	Proposal accepted without amendments. Student can proceed	JKAPS Endorsement Mark	Actions
2014128577	Lampiran 1 - LIST OF PROJECT EXPERIENCE.pdf		0	Proposal accepted without amendments. Student can proceed	Kaps Endorse	assessment End
2014132263	THE EFFECT OF POSITIVE STUDENT/TEACHER RELATIONSHIPS ON STUDENTS' ABILITY TO COUNT AND NUMBER OBJECTS : SAJA TEST TAMBAH TITLE		0	Proposal accepted with minimal amendments. Proposal with amendments as recommended by the panel of assessors must be submitted to and verified by the faculty within one month of the data of DRP. Student can then proceed	Kaps Endorse	Final for JKAPS action
2014654524	PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	2	78	Proposal accepted with minimal amendments. Proposal with amendments as recommended by the panel of assessors must be submitted to and verified by the faculty within one month of the data of DRP. Student can then proceed	Send to JKAPS	Actions

2. Klik Assessment Endorsement
3. Semak maklumat dan Endorse penilaian yang diberikan.

The screenshot shows the 'Assessment Endorsed By JKAPS' form. It displays student details in a form and a table of assessment results. The 'ENDORSE' button is highlighted.

ASSESSMENT ENDORSED BY JKAPS

Studentid * 2013888944
Name * NURZILIANA BINTI NORAKAS
Campus * B - UITM Shah Alam
Program * CS770 - SARJANA SAINS TEKNIK
Semester * 20134
Thesis Title * JOURNAL OF HEALTHSSSS

Ranking	Mark	Interpretation	Status
1	93	Proposal accepted without amendments. Student can proceed	JKAPS Endorsed Mark

ENDORSE BACK

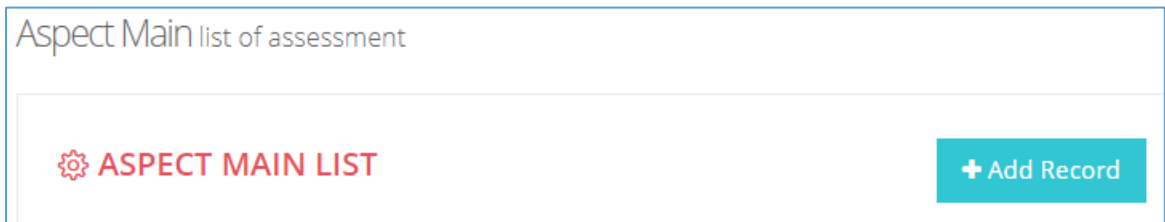
4. Sistem akan memaparkan senarai Proposal Pelajar dan status terkini. proposal.

3.7 Menu: Settings

3.7.1 Sub-Menu: Aspect main list

Aspect main list adalah untuk mendaftarkan item utama penilaian dan markah pemberat bagi setiap item utama.

1. Klik Menu Aspect main list
2. Klik Butang Add Record

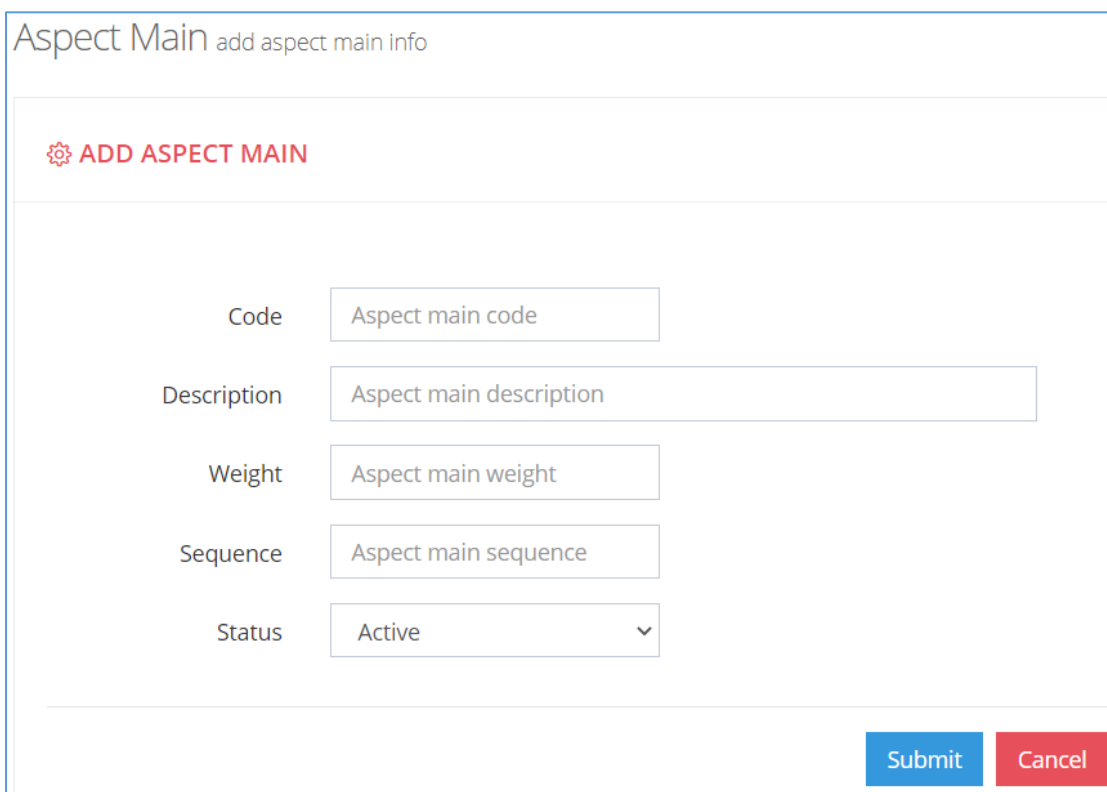


Aspect Main list of assessment

ASPECT MAIN LIST

+ Add Record

3. Masukkan maklumat yang diperlukan.



Aspect Main add aspect main info

ADD ASPECT MAIN

Code Aspect main code

Description Aspect main description

Weight Aspect main weight

Sequence Aspect main sequence

Status Active

Submit Cancel

4. Klik Butang Submit.
5. Sistem paparkan senarai Item Utama.

Aspect Main list of assessment

ASPECT MAIN LIST + Add Record

15 records Search:

No	Code	Description	Weight	Sequence	Status	Action
1	tor	Title of Research	5%	1	Active	
2	ps	Problem Statement	20%	2	Active	
3	RORQ	Research Objectives/Research Questions	20%	3	Active	
4	LRHDCF	Literature Review / Hypothesis Development / Conceptual Framework	20%	4	Active	
5	RMRD	Research Methodology / Research Design	20%	5	Active	
6	SAVOTR	Significance / Applied Value of the Research	15%	6	Active	

Showing 1 to 6 of 6 entries < 1 >

3.7.2 Sub-Menu: Aspect sub list

Aspect sub list adalah untuk mendaftarkan sub item bagi item utama penilaian dan markah pemberat bagi setiap item utama.

1. Klik Menu Aspect sub list
2. Klik Butang Add Record

Aspect Sub list of assessment

ASPECT SUB LIST + Add Record

3. Masukkan maklumat yang diperlukan.

Aspect Sub add aspect sub info

ADD ASPECT SUB

Aspect Main: -Please Select-

Code: Aspect sub code

Description: Aspect sub description

Weight: Aspect sub weight

Sequence: Aspect sub sequence

Status: Active

Submit Cancel

- Klik Butang Submit.
- Sistem paparkan senarai sub list Item Utama.

Aspect Sub list of assessment

ASPECT SUB LIST + Add Record

5 records Search:

No	Main Code	Sub Code	Description	Weight	Sequence	Status	Action
1	Title of Research	tor	title of research	5%	1	Active	
2	Problem Statement	aotps	analysis of the problem statement	10%	1	Active	
3	Problem Statement	rajfrg	rationale and justification for research gap	10%	2	Active	
4	Research Objectives/Research Questions	rorq	Research Objectives/Research Questions	20%	3	Active	
5	Literature Review / Hypothesis Development / Conceptual Framework	atodbk	Able to organise different bodies of knowledge logically	10%	1	Active	

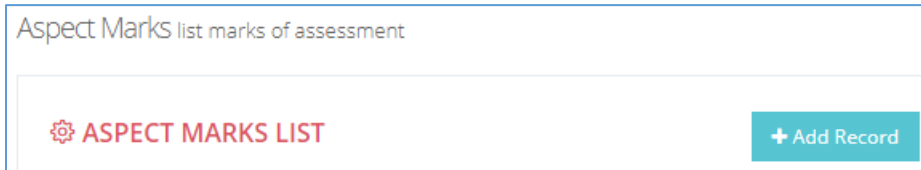
Showing 1 to 5 of 8 entries < 1 2 >

3.7.3 Sub-Menu: Aspect marks list


Aspect mark list adalah untuk mendaftarkan item pemarkahan dan markah bagi setiap penilaian utama.

1. Klik Menu Aspect mark list

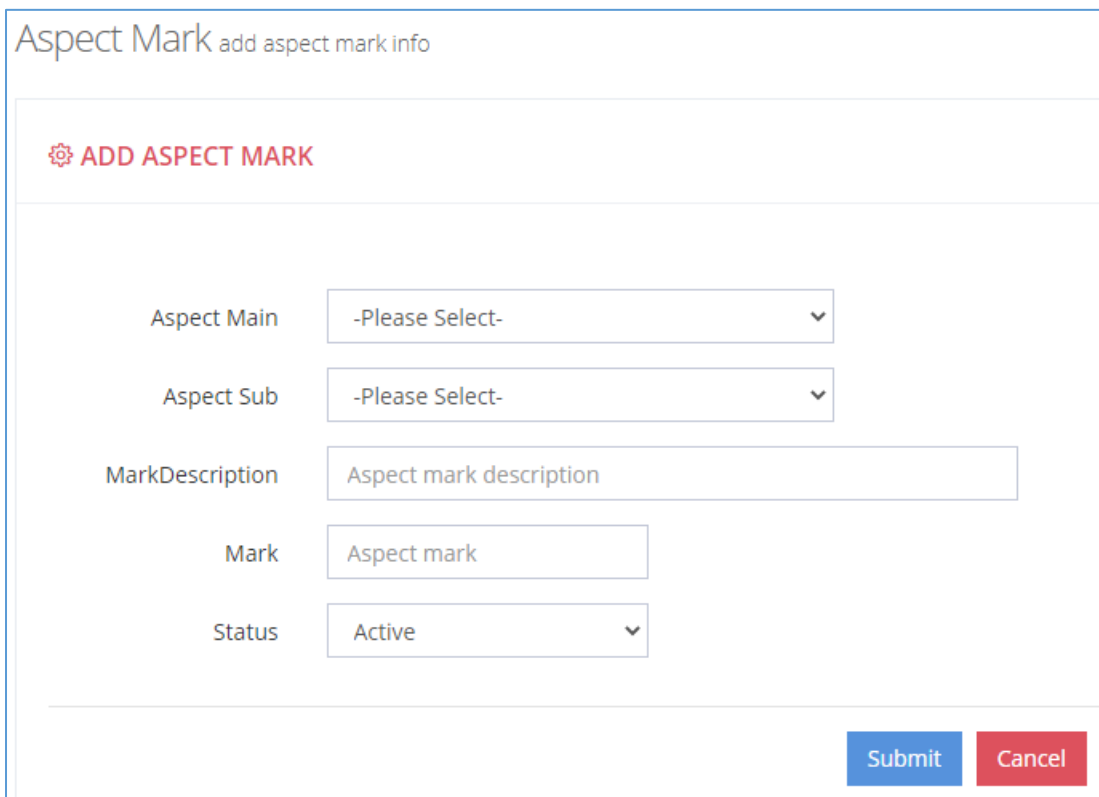
2. Klik Butang Add Record




Aspect Marks list marks of assessment

 **ASPECT MARKS LIST** + Add Record

3. Masukkan maklumat yang diperlukan.



Aspect Mark add aspect mark info

 **ADD ASPECT MARK**

Aspect Main

Aspect Sub

MarkDescription

Mark

Status

Submit Cancel

4. Klik Butang Submit.

5. Sistem paparkan senarai item pemarkahan.

Aspect Marks list marks of assessment

ASPECT MARKS LIST

[+ Add Record](#)

5 records

Search:

No	Main Code	Sub Code	Mark Description	Mark	Status	Action
1	Title of Research	title of research	Moderate reflection of research	3	Active	 
2	Title of Research	title of research	Clear reflection of research	4	Active	 
3	Title of Research	title of research	Very clear reflection of research	5	Active	 
4	Problem Statement	analysis of the problem statement	Minimal analysis of problem	2	Active	 
5	Problem Statement	analysis of the problem statement	Moderate analysis of problem	3	Active	 

Showing 1 to 5 of 40 entries

< 1 2 3 4 5 >

4.0 Modul Hasrat Hantar Thesis

4.1 Menu Student: Intend Submit Thesis

4.1.1 Sub Menu: Intend Submit Thesis

Pelajar yang telah bersedia untuk menghantar thesis dalam tempoh 3 bulan boleh memohon untuk menghantar thesis dengan langkah-langkah berikut:

1. Klik Sub Menu Intend Submit Thesis di bawah Menu Student
2. Masukkan Tajuk terkini Thesis yang handah dihantar.
3. Klik Butang Submit.

Thesis Title Intend New Thesis Title

THESIS TITLE

Thesis Title * 20072020 UJILARI RESEARCH PROPOSAL

This is to notify you that I intend to submit my completed thesis within three (3) months from the date of this notice.

Submit

4. Sistem akan hantar notis kepada Penyelia dan memaparkan maklumat thesis dan berstatus "NEW".

YOUR NEW THESIS TITLE					
Student Name	Thesis Title	Main Supervisor	Similarity Index	KPPS	Intention Status
2016252858	24072020 UJILARI RESEARCH PROPOSAL	NORAZIDA BINTI MOHAMED			New

YOUR NEW THESIS TITLE					
Student Name	Thesis Title	Main Supervisor	Similarity Index	KPPS	Intention Status
2014596173	28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	MOHAMMAD NOOR BIN JALIL (DR)	20		Examiner Nominated

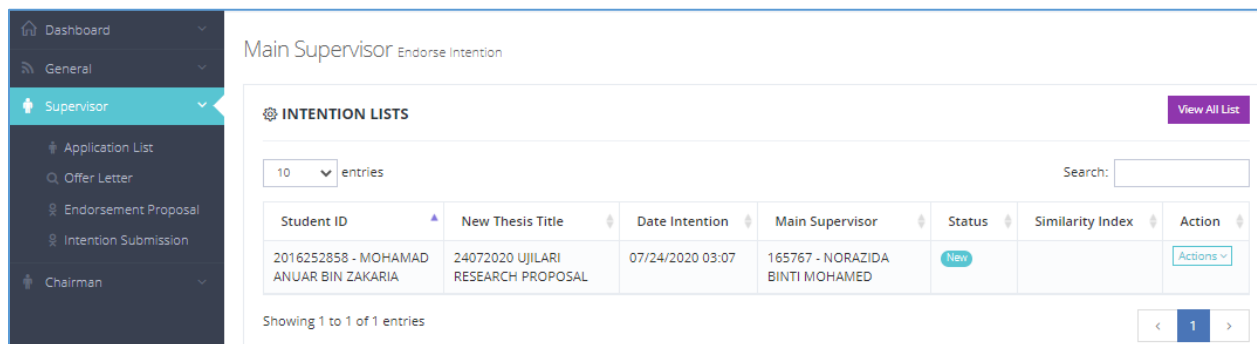
4.2 Menu: Supervisor

4.2.1 Sub-Menu: Intention Submission

Supervisor akan menerima email pemakluman berkenaan hasrat pelajar untuk mengantar thesis.

Tindakan Supervisor yang perlu diambil adalah:

1. Klik pada Sub Menu Intention Submission dibawah Menu Supervisor
2. Sistem akan menyenaraikan pelajar yang telah menyatakan hasrat untuk mengantar thesis untuk tindakan.

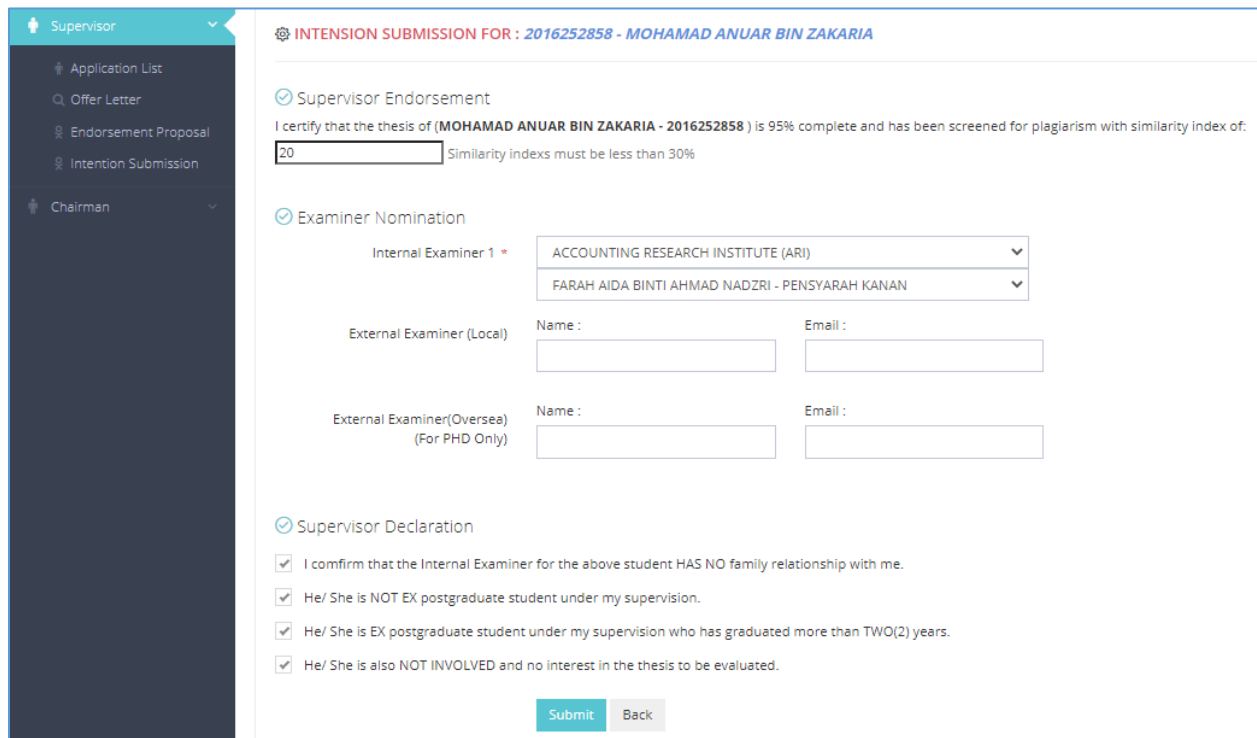


The screenshot shows the 'Main Supervisor Endorse Intention' interface. On the left is a sidebar menu with 'Supervisor' selected. The main content area is titled 'INTENTION LISTS' and features a search bar and a table. The table has columns for Student ID, New Thesis Title, Date Intention, Main Supervisor, Status, Similarity Index, and Action. One entry is visible for student 2016252858.

Student ID	New Thesis Title	Date Intention	Main Supervisor	Status	Similarity Index	Action
2016252858 - MOHAMAD ANUAR BIN ZAKARIA	24072020 UJILARI RESEARCH PROPOSAL	07/24/2020 03:07	165767 - NORAZIDA BINTI MOHAMED	New		Actions

3. Klik pada Butang Actions untuk memasukkan skor Similarity Index dan Nominate Pemeriksa.

4. Isikan maklumat yang diperlukan.



The screenshot shows the 'INTENSION SUBMISSION FOR : 2016252858 - MOHAMAD ANUAR BIN ZAKARIA' form. It includes sections for Supervisor Endorsement (with a similarity index input of 20), Examiner Nomination (with dropdowns for internal examiners and input fields for external examiners), and Supervisor Declaration (with four checked checkboxes).

Supervisor Endorsement
I certify that the thesis of (MOHAMAD ANUAR BIN ZAKARIA - 2016252858) is 95% complete and has been screened for plagiarism with similarity index of: Similarity indexes must be less than 30%

Examiner Nomination
Internal Examiner 1 *
ACCOUNTING RESEARCH INSTITUTE (ARI)
FARAH AIDA BINTI AHMAD NADZRI - PENSARAH KANAN

External Examiner (Local)
Name : Email :

External Examiner(Oversea)
(For PHD Only)
Name : Email :

Supervisor Declaration
 I confirm that the Internal Examiner for the above student HAS NO family relationship with me.
 He/ She is NOT EX postgraduate student under my supervision.
 He/ She is EX postgraduate student under my supervision who has graduated more than TWO(2) years.
 He/ She is also NOT INVOLVED and no interest in the thesis to be evaluated.

5. Klik Butang Submit


6. Sistem akan paparkan senarai Examiner yang di Nominated oleh Penyelia.

Home » Supervisor » Edit Examiner » Back

Examiner List Examiner List

EXAMINER LIST FOR 2016252858 - MOHAMAD ANUAR BIN ZAKARIA

10 entries Search:

Bil. ▲	Examiner	Name	Post	Department	Status	Action
1.	Internal Examiner	FARAH AIDA BINTI AHMAD NADZRI	PENSYARAH KANAN	ACCOUNTING RESEARCH INSTITUTE (ARI)	Nominated	
2.	External Examiner (Local)					+
3.	External Examiner (Oversea)					+

Showing 1 to 3 of 3 entries < 1 >

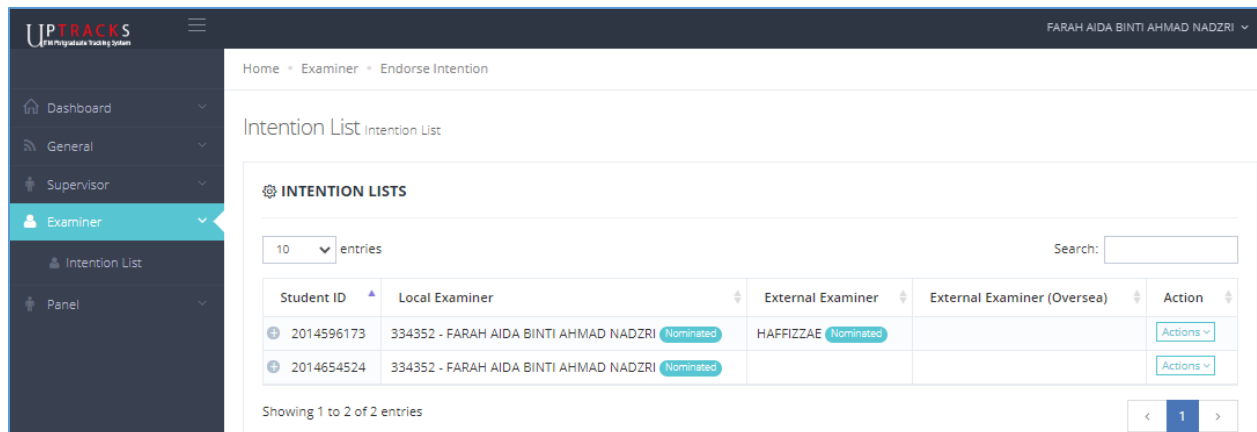
7. Examiner boleh di kemaskini.

4.3 Menu Examiner: Pensyarah UiTM

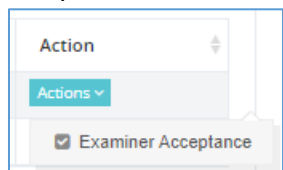
Pensyarah UiTM akan mendapat email cadangan lantikan sebagai Pemeriksa setelah dicadangkan oleh Supervisor.

4.3.1 Sub-Menu: Intention List

1. Klik pada Intention List
2. Sistem akan paparkan senarai cadangan sebagai pemeriksa.



3. Klik pada kolom Action, Butang Actions > Examiner Acceptance



4. Klik Butang Accept atau Reject

EXAMINER ACCEPTANCE

I **AGREE** to be appointed as the Examiner for the following student. I also declare that

I **HAVE NO** family/working/personal relationship with the student.

Name Of Student : NURUL HUDA BINTI ARIFIN

Name Of Examiner : FARAH AIDA BINTI AHMAD NADZRI

Staff ID : 334352

ACCEPT **REJECT**

5. Sistem akan paparkan status terkini pencalonan pemeriksa

Intention List Intention List

INTENTION LISTS

Info! Data Successfully Update. ✕

10 entries Search:

Student ID	Local Examiner	External Examiner	External Examiner (Oversea)	Action
2014596173	334352 - FARAH AIDA BINTI AHMAD NADZRI Accept	HAFFIZZAE Nominated		Actions
2014654524	334352 - FARAH AIDA BINTI AHMAD NADZRI Nominated			Actions

Showing 1 to 2 of 2 entries < 1 >

4.4 Menu Examiner: Pensyarah Luar

Pensyarah Luar akan mendapat email cadangan lantikan sebagai Pemeriksa setelah dicadangkan oleh Supervisor.

4.4.1 Sub-Menu: Intention List

1. Klik pada Intention List
2. Sistem akan paparkan senarai cadangan sebagai pemeriksa.

UPTRACKS Home Examiner Endorse Intention ZAE

Dashboard

Examiner

Intention List

Intention List Intention List

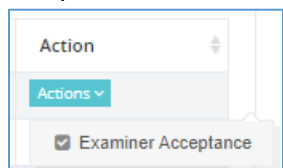
INTENTION LISTS

10 entries Search:

Student ID	Local Examiner	External Examiner	External Examiner (Oversea)	Action
2014596173	334352 - FARAH AIDA BINTI AHMAD NADZRI Accept	ZAE Nominated		Actions

Showing 1 to 1 of 1 entries < 1 >

3. Klik pada kolom Action, Butang Actions> Examiner Acceptance



4. Klik Butang Accept atau Reject

UPTRACKS
UPT (Universiti Pendidikan Tinggi) Tracking System

Home » Examiner » Examiner Acceptance

Examiner Acceptance Thesis Examiner Acceptance

EXAMINER ACCEPTANCE (EXTERNAL)

I **AGREE** to be appointed as the Examiner for the following student. I also declare that

I **HAVE NO** family/working/personal relationship with the student.

Name Of Student : NURUL HUDA BINTI ARIFIN

Title Of Examiner : TUAN

Name Of Examiner : ZAE

Designation : Pensyarah Kanan Tertinggi

Organization : UTM

Address For Correspondence : ABC Jalan Baru

Telephone No. : Office : Mobile :

Email : haffizae@gmail.com

IC No. / Passport No. : 604520-10-6060

Bank :

Bank Account No. :

ACCEPT REJECT

5. Sistem akan paparkan status terkini pencalonan pemeriksa

Intention List Intention List

INTENTION LISTS

Info! Data Successfully Update.

10 entries Search:

Student ID	Local Examiner	External Examiner	External Examiner (Oversea)	Action
2014596173	334352 - FARAH AIDA BINTI AHMAD NADZRI Accept	ZAE Accept		Actions

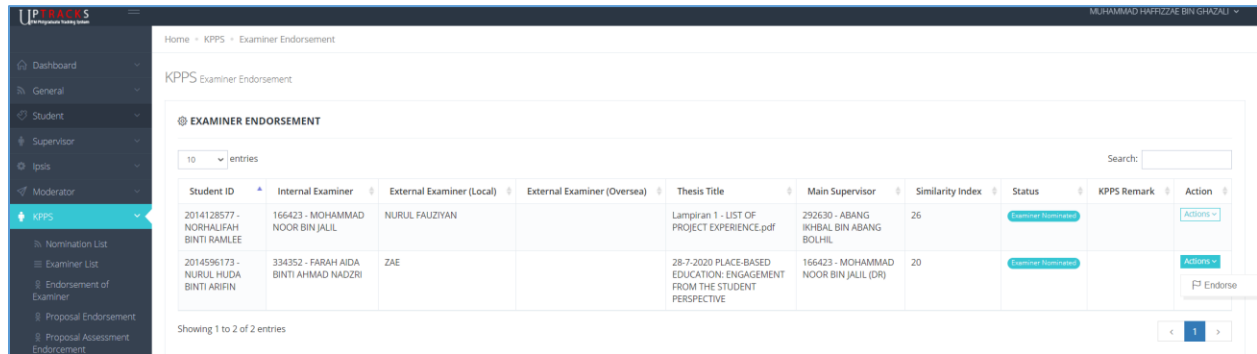
Showing 1 to 1 of 1 entries

4.5 Menu KPPS Fakulti

4.5.1 Sub-Menu: Endorsement of Examiner

Setelah Pemeriksa yang dicadangkan menerima pencalonan, KPPS perlu sahkan pencalonan pemeriksa.

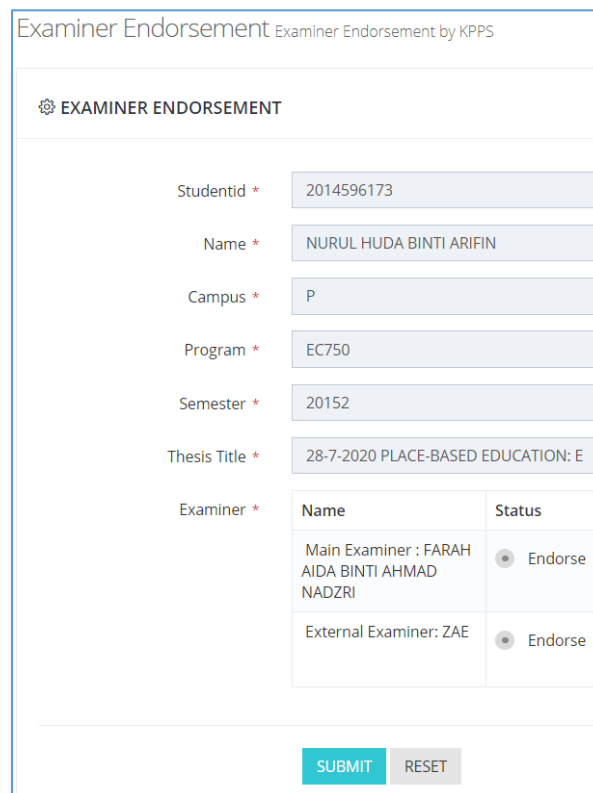
1. Klik pada sub menu: Endorsement of Examiner
2. Pada kolum Action, Klik Actions> Endorse



The screenshot shows the 'KPPS Examiner Endorsement' page. It features a table with the following data:

Student ID	Internal Examiner	External Examiner (Local)	External Examiner (Oversea)	Thesis Title	Main Supervisor	Similarity Index	Status	KPPS Remark	Action
2014128577-NORHALIFAH BINTI RAMLEE	166423 - MOHAMMAD NOOR BIN JALIL	NURUL FAUZIYAN		Lampiran 1 - LIST OF PROJECT EXPERIENCE.pdf	292630 - ABANG IKHBAL BIN ABANG BOLHIL	26	Examiner Notified		Actions
2014596173 - NURUL HUDA BINTI ARIFIN	334352 - FARAH AIDA BINTI AHMAD NADZRI	ZAE		28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	166423 - MOHAMMAD NOOR BIN JALIL (DR)	20	Examiner Notified		Actions

3. Pilih Endorse jika bersetuju dan klik butang SUBMIT.



The 'Examiner Endorsement' form contains the following fields and options:

- Studentid *: 2014596173
- Name *: NURUL HUDA BINTI ARIFIN
- Campus *: P
- Program *: EC750
- Semester *: 20152
- Thesis Title *: 28-7-2020 PLACE-BASED EDUCATION: E
- Examiner *: A table with two rows:
 - Main Examiner : FARAH AIDA BINTI AHMAD NADZRI with an 'Endorse' radio button.
 - External Examiner: ZAE with an 'Endorse' radio button.

Buttons: SUBMIT, RESET

4. Sistem akan paparkan status terkini Pemeriksa yang dicadangkan.

EXAMINER LISTS

[Print All Examiner](#) [Print Accepted Examiner](#)

10 entries

Search:

Student ID	Internal Examiner	External Examiner (Local)	External Examiner (Oversea)	Thesis Title	Main Supervisor	Similarity Index	Status
2014128577 - NORHALIFAH BINTI RAMLEE	166423 - MOHAMMAD NOOR BIN JALIL	NURUL FAUZIYAN		Lampiran 1 - LIST OF PROJECT EXPERIENCE.pdf	292630 - ABANG IKHBAL BIN ABANG BOLHIL	26	Examiner Nominated
2014596173 - NURUL HUDA BINTI ARIFIN	334352 - FARAH AIDA BINTI AHMAD NADZRI	ZAE		28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	166423 - MOHAMMAD NOOR BIN JALIL (DR)	20	Endorsed by KPPS

Showing 1 to 2 of 2 entries

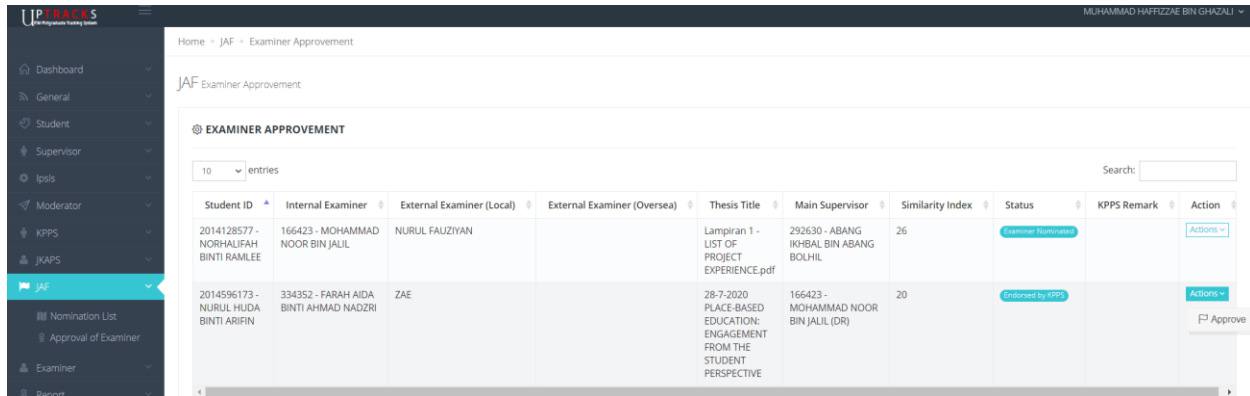
< 1 >

4.6 Menu: JAF

4.6.1 Sub-Menu: Approval of Examiner

*Moderator/urusetia fakulti perlu setup maklumat mesyuarat JAF

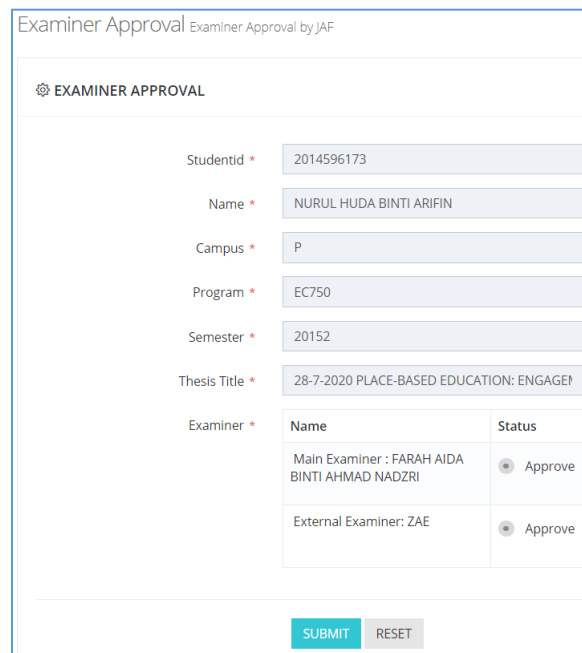
1. Klik pada sub menu: Approval of Examiner
2. Sistem akan paparkan senarai yang perlu diambil tindakan.



The screenshot shows the 'JAF Examiner Approval' page. It features a table with the following data:

Student ID	Internal Examiner	External Examiner (Local)	External Examiner (Oversea)	Thesis Title	Main Supervisor	Similarity Index	Status	KPPS Remark	Action
2014128577 - NORHALFAH BINTI RAMLEE	166423 - MOHAMMAD NOOR BIN JALIL	NURUL FAUZIYAN		Lampiran 1 - LIST OF PROJECT EXPERIENCE.pdf	292630 - ABANG IKHBAL BIN ABANG BOLHIL	26	Examiner Nominate		Actions
2014596173 - NURUL HUDA BINTI ARIFIN	334352 - FARAH AIDA BINTI AHMAD NADZRI	ZAE		28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	166423 - MOHAMMAD NOOR BIN JALIL (DR)	20	Endorsed by KPPS		Actions

3. Pada Kolum Action, Actions>Approve
4. Pilih Status Approve dan klik butang SUBMIT.



The 'Examiner Approval' form contains the following fields and options:

- Studentid *: 2014596173
- Name *: NURUL HUDA BINTI ARIFIN
- Campus *: P
- Program *: EC750
- Semester *: 20152
- Thesis Title *: 28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE
- Examiner *: A table with two rows:
 - Main Examiner : FARAH AIDA BINTI AHMAD NADZRI with a radio button selected for 'Approve'.
 - External Examiner: ZAE with a radio button selected for 'Approve'.

Buttons: SUBMIT, RESET

5. Sistem akan paparkan status Pemeriksa (Approved)

EXAMINER APPROVEMENT

10 entries

Search:

Student ID	Internal Examiner	External Examiner (Local)	External Examiner (Oversea)	Thesis Title	Main Supervisor	Similarity Index	Status	KPPS Remark	Action
2014128577 - NORHALIFAH BINTI RAMLEE	166423 - MOHAMMAD NOOR BIN JALIL	NURUL FAUZIYAN		Lampiran 1 - LIST OF PROJECT EXPERIENCE.pdf	292630 - ABANG IKHBAL BIN ABANG BOLHIL	26	Examiner Notified		Actions
2014596173 - NURUL HUDA BINTI ARIFIN	334352 - FARAH AIDA BINTI AHMAD NADZRI	ZAE		28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	166423 - MOHAMMAD NOOR BIN JALIL (DR)	20	Approved		Actions

Showing 1 to 2 of 2 entries

< 1 >

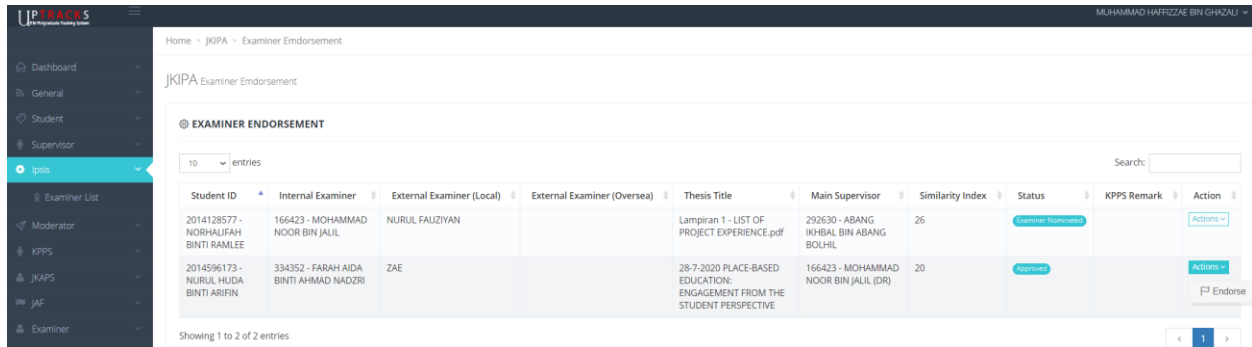
4.7 Menu: IPSIS/JKIPA

4.7.1 Sub-Menu: Examiner List

*Moderator/urusetia Ipsis perlu setup maklumat mesyuarat JKIPA

6. Klik pada sub menu: Examiner List

7. Sistem akan paparkan senarai yang perlu diambil tindakan.



The screenshot shows the 'JKIPA Examiner Endorsement' page. It features a sidebar menu with options like Dashboard, General, Student, Supervisor, Ipsis, Examiner List, Moderator, KPPS, JKAPS, JAF, and Examiner. The main content area displays a table with the following data:

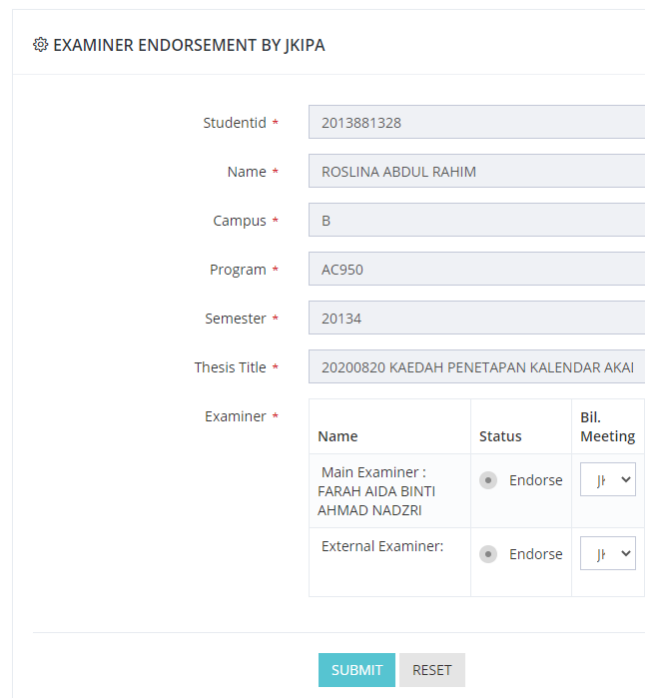
Student ID	Internal Examiner	External Examiner (Local)	External Examiner (Oversea)	Thesis Title	Main Supervisor	Similarity Index	Status	KPPS Remark	Action
2014128577-NORHALIFAH BINTI RAMLEE	166423 - MOHAMMAD NOOR BIN JALIL	NURUL FAUZİYAN		Lampiran 1 - LIST OF PROJECT EXPERIENCE.pdf	292630 - ABANG IKHBAL BIN ABANG BOLHIL	26	Examiner Homopada		Actions
2014596173-NURUL HUDA BINTI ARIFIN	334352 - FARAH AIDA BINTI AHMAD NADZRI	ZAE		28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	166423 - MOHAMMAD NOOR BIN JALIL (DR)	20	Approved		Actions

Showing 1 to 2 of 2 entries

8. Pada Kolum Action, Actions>Endorse

9. Pilih Status Approve dan klik butang SUBMIT.

Examiner Endorsement Examiner Endorsement by JKIPA



The form is titled 'EXAMINER ENDORSEMENT BY JKIPA' and contains the following fields:

- Studentid *: 2013881328
- Name *: ROSLINA ABDUL RAHIM
- Campus *: B
- Program *: AC950
- Semester *: 20134
- Thesis Title *: 20200820 KAEDAH PENETAPAN KALENDAR AKAI
- Examiner *: A table with columns Name, Status, and Bil. Meeting.

Name	Status	Bil. Meeting
Main Examiner : FARAH AIDA BINTI AHMAD NADZRI	<input checked="" type="radio"/> Endorse	JJ ▾
External Examiner:	<input checked="" type="radio"/> Endorse	JJ ▾

Buttons: SUBMIT, RESET

10. Sistem akan paparkan status terkini Examiner: JKIPA Endorsement

EXAMINER ENDORSEMENT

10 entries

Search:

Student ID	Internal Examiner	External Examiner (Local)	External Examiner (Oversea)	Thesis Title	Main Supervisor	Similarity Index	Status	KPPS Remark	Action
2014128577 - NORHALIFAH BINTI RAMLEE	166423 - MOHAMMAD NOOR BIN JALIL	NURUL FAUZIYAN		Lampiran 1 - LIST OF PROJECT EXPERIENCE.pdf	292630 - ABANG IKHBAL BIN ABANG BOLHIL	26	Examiner Nominated		Actions
2014596173 - NURUL HUDA BINTI ARIFIN	334352 - FARAH AIDA BINTI AHMAD NADZRI	ZAE		28-7-2020 PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	166423 - MOHAMMAD NOOR BIN JALIL (DR)	20	KIPA Endorsement		Actions

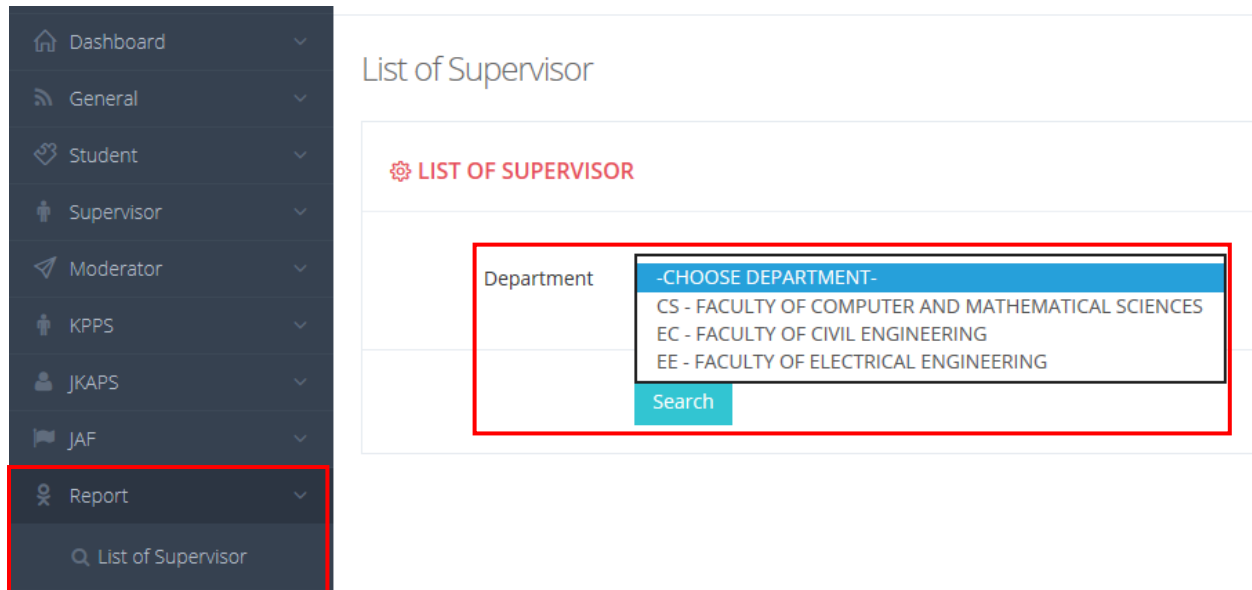
Showing 1 to 2 of 2 entries

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9.0 IPSis: Report

9.1 Laporan Penyelia oleh IPSis

1. Pilih Menu Report > List of Supervisor > Pilih Department



The screenshot displays the 'List of Supervisor' interface. On the left, a dark sidebar menu contains several options, with 'Report' and 'List of Supervisor' highlighted by a red border. The main content area is titled 'List of Supervisor' and features a red gear icon followed by the text 'LIST OF SUPERVISOR'. Below this, there is a search form with a 'Department' label and a dropdown menu. The dropdown menu is open, showing the following options: '-CHOOSE DEPARTMENT-', 'CS - FACULTY OF COMPUTER AND MATHEMATICAL SCIENCES', 'EC - FACULTY OF CIVIL ENGINEERING', and 'EE - FACULTY OF ELECTRICAL ENGINEERING'. A 'Search' button is located at the bottom of the dropdown menu.

2. Sistem akan paparkan senarai permohonan pencalonan penyelia yang telah selesai diproses.

LIST OF SUPERVISOR FOR POST GRADUATE Print

5 records Search:

No.	Student Name	Thesis Title	Main Supervisor	Co Supervisor 1	Co Supervisor 2	Co Supervisor 3	Action
1 1 1 1 1 2 2 2 2 2 2 3 3 3 3 3 4 4 4 4 4 5 5 5 5 5 5 6 6 6 6 6	NURUL HUDA BINTI ARIFIN 2014596173	PLACE-BASED EDUCATION: ENGAGEMENT FROM THE STUDENT PERSPECTIVE	MOHAMMAD NOOR BIN JALIL (DR) Staff No. 166423 Postition KOORDINATOR Dept. AKADEMI KEPOLISAN UITM-PDRM	-	-	-	Actions <input checked="" type="checkbox"/> Print Letter
1 1 1 1 1 2 2 2 2 3 3 3 3 4 4 4 4 4 5 5 5 6 6 6 6 6 6	NORHALIFAH BINTI RAMLEE 2014128577	20191103 TESTING A-Z	AZRRA AFHZAN BINTI AB RAHIM Staff No. 247672 Postition PENSYARAH Dept. FAKULTI KEJURUTERAAN ELEKTRIK	-	-	-	Actions

- 2.1. Pilih Action dan Klik Print Letter untuk Sistem menjana surat lantikan semua penyelia bagi seorang pelajar.
- 2.2. Klik Butang Print untuk menjana senarai permohonan pencalonan penyelia yang telah selesai mengikut fakulti.

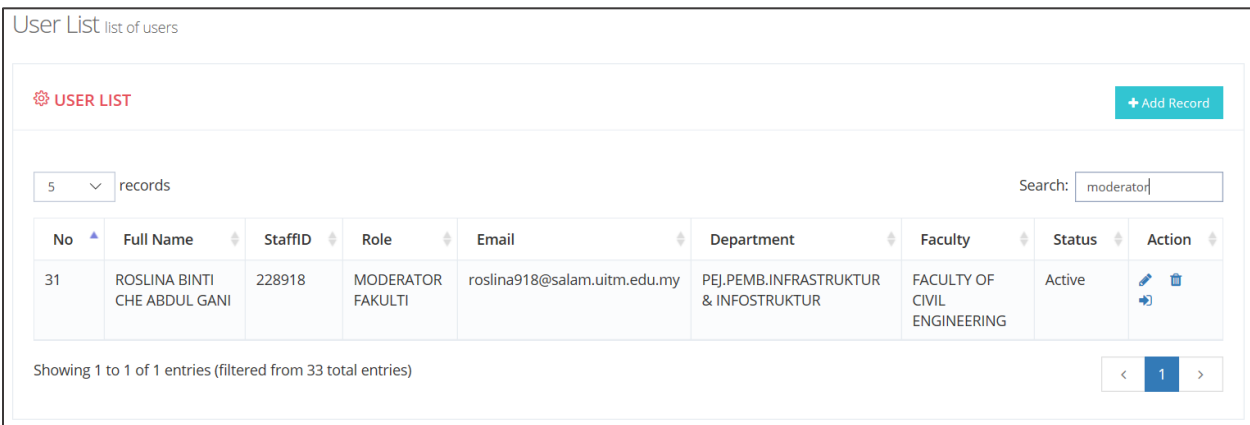
10.0 IPSis: Settings

Settings yang boleh digunakan adalah untuk menentukan set tertentu pada sistem.

10.1 User List

Fungsi User List adalah untuk menambah pengguna kepada sistem.




1. Klik pada Menu Settings > User List.
2. Satu Senarai Pengguna akan dipaparkan.



User List list of users

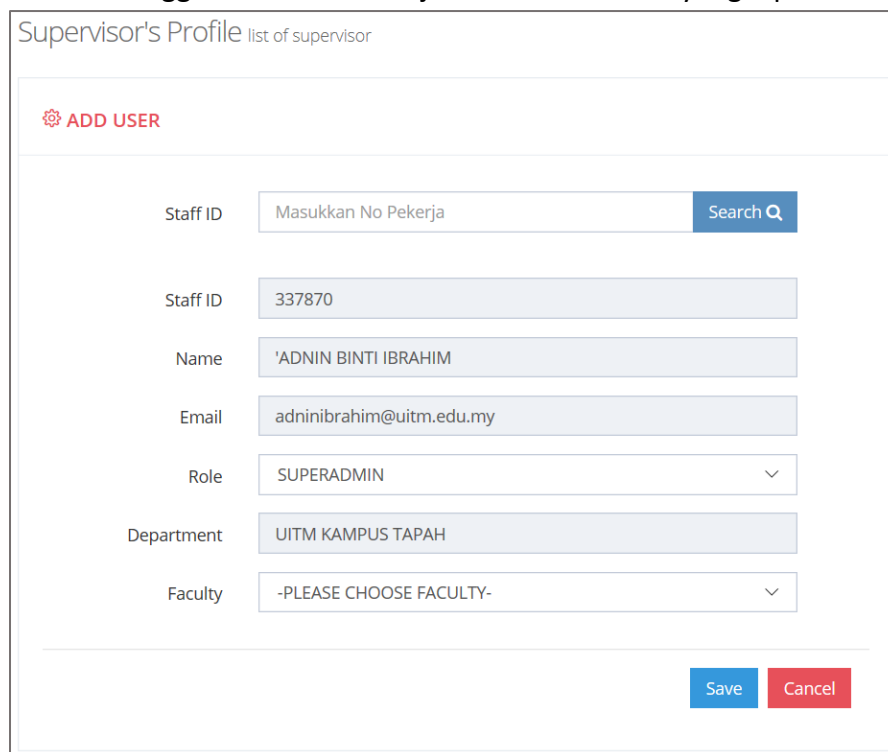
USER LIST + Add Record

5 records Search: moderator

No	Full Name	StaffID	Role	Email	Department	Faculty	Status	Action
31	ROSLINA BINTI CHE ABDUL GANI	228918	MODERATOR FAKULTI	roslina918@salam.uitm.edu.my	PEJ.PEMB.INFRASTRUKTUR & INFOSTRUKTUR	FACULTY OF CIVIL ENGINEERING	Active	  

Showing 1 to 1 of 1 entries (filtered from 33 total entries) < 1 >

3. Untuk tambah Pengguna Klik pada Butang +Add Record
4. Cari staf menggunakan No. Pekerja dan isi maklumat yang diperlukan.



Supervisor's Profile list of supervisor

ADD USER

Staff ID Search Q

Staff ID

Name

Email

Role

Department

Faculty

Save Cancel





5. Klik Butang Save.

6. Untuk mengemaskini maklumat pengguna sistem, Admin IPSis boleh mengambil tindakan dari fungsi yang disediakan pada kolum Action.

User List list of users

USER LIST + Add Record

5 records Search: moderator

No	Full Name	StaffID	Role	Email	Department	Faculty	Status	Action
31	ROSLINA BINTI CHE ABDUL GANI	228918	MODERATOR FAKULTI	roslina918@salam.uitm.edu.my	PEJ.PEMB.INFRASTRUKTUR & INFOSTRUKTUR	FACULTY OF CIVIL ENGINEERING	Active	   

Showing 1 to 1 of 1 entries (filtered from 33 total entries) < 1 >

7. Action yang boleh diambil adalah Edit/Delete.

