BUKU PANDUAN
KOMPONEN INDUSTRI
2021
FAKULTI SAINS KOMPUTER
DAN MATEMATIK

BUKU PANDUAN
KOMPONEN INDUSTRI
2021

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PRAKATA

Buku panduan ini disediakan dengan harapan ia dapat diguna dan dimanfaatkan oleh para pelajar Fakulti Sains Komputer dan Matematik (FSKM), Universiti Malaysia Terengganu yang akan menjalani Komponen Industri (KI) 2u2i. Buku ini merupakan satu panduan kepada para pelajar bagi memahami prosedur yang perlu diikuti ketika menjalani Komponen Industri (KI) 2u2i.

Setinggi-tinggi penghargaan diucapkan kepada pihak pengurusan tertinggi FSKM, Jawatankuasa Latihan Industri (LI) FSKM, para pensyarah dan semua pihak yang terlibat secara langsung atau tidak langsung dalam menghasilkan Buku Panduan Komponen Industri (KI) 2u2i FSKM.

BAB 1
PENGENALAN

1.1 Pengenalan

Komponen Industri (KI) 2u2i merupakan kursus yang memberi peluang kepada pelajar Universiti Malaysia Terengganu (UMT) khususnya di Fakulti Sains Komputer dan Matematik (FSKM) untuk mendapat pendedahan kerjaya bagi satu tempoh yang ditetapkan, iaitu selama setahun. Untuk tempoh ini, pelajar akan ditempatkan di organisasi yang telah dikenalpasti bersesuaian dengan bidang pengajian yang diikuti di universiti.

1.2 OBJEKTIF

01

PENDEDAHAN SUASANA KERJA

Mendedahkan pelajar kepada pengalaman dan suasana kerja sebenar di agensi luar berkaitan dengan bidang pengkhususan program pengajian.

02

KEMAHIRAN INSANIAH

Memantapkan kemahiran insaniah pelajar yang dapat membantu meningkatkan kebolehpasaran mereka.

03

PEMBENTUKAN SAHSIAH

Membentuk sahsiah pelajar untuk memenuhi keperluan pasaran kerja.

04

KEMAHIRAN TEKNIKAL

Meningkatkan kemahiran teknikal mengikut keperluan semasa di industri.

05

HUBUNGAN UMT-INDUSTRI

Menjalin/mengeratkan hubungan antara universiti/fakulti dengan agensi luar.

1.3 HASIL PEMBELAJARAN

1

PENGALAMAN DAN KEMAHIRAN

Menimba pengalaman dan kemahiran asas pekerjaan yang berkait dengan bidang pengkhususan program pengajian.

2

APLIKASI TEORI

Mengaplikasikan teori yang dipelajari di dalam kuliah kepada realiti alam pekerjaan.

3

HUBUNGAN AHLI/KUMPULAN PROFESIONAL

Menjalin dan mengekalkan hubungan dengan ahli/kumpulan profesional dalam bidang pengkhususan program pengajian .

4

NILAI ETIKA PROFESIONAL

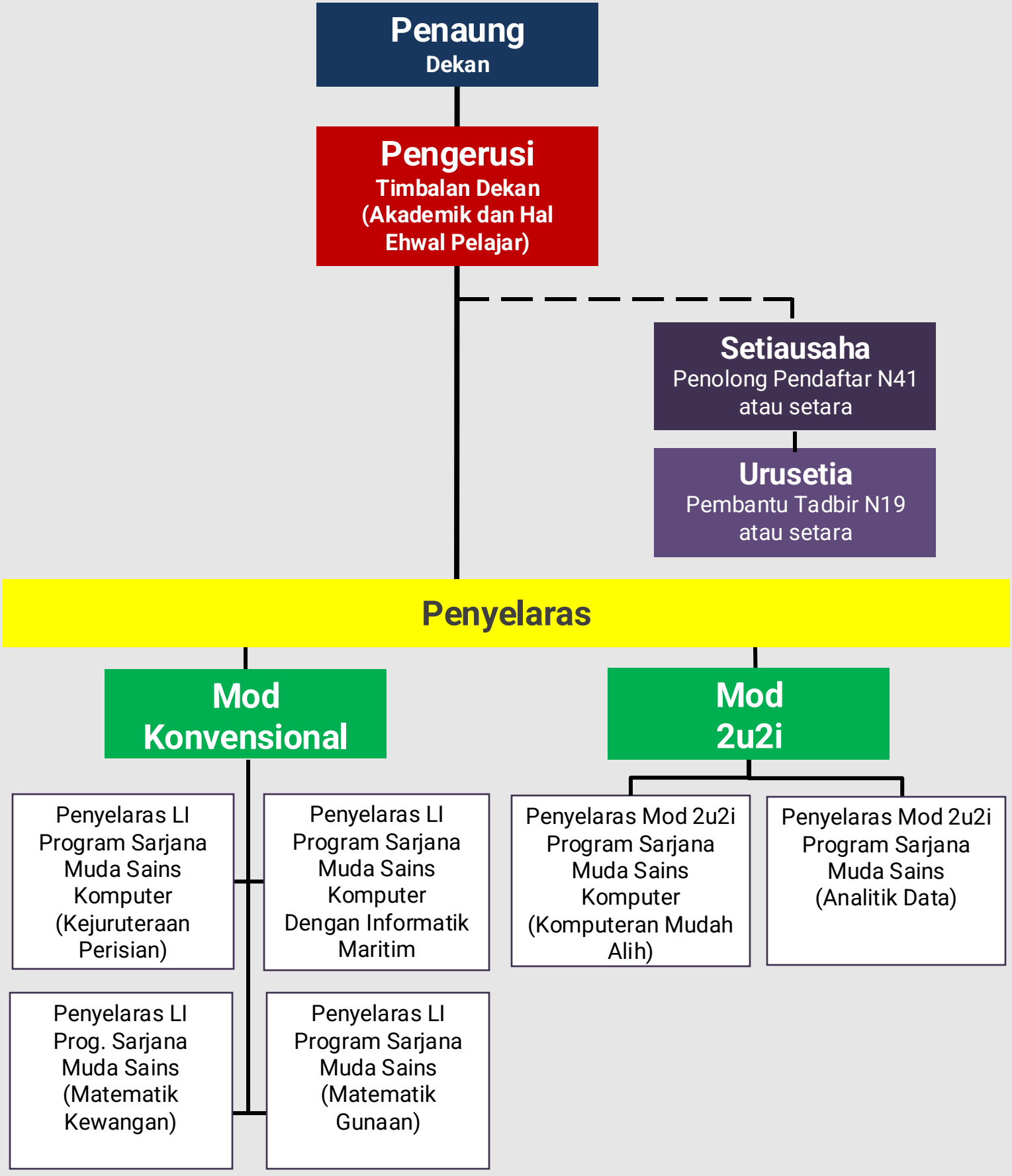
Memahami nilai etika profesional dalam bidang masing-masing.

5

PELUANG PEKERJAAN

Menunjukkan kebolehan dalam pekerjaan dan seterusnya meningkatkan peluang untuk mendapat pekerjaan apabila bergraduat.

1.4 JAWATANKUASA LATIHAN INDUSTRI, FSKM



1.5 PERANAN DAN TANGGUNGJAWAB JAWATANKUASA

01 Memastikan pelaksanaan Komponen Industri (KI) 2u2i mengikut garis panduan fakulti dan universiti atau seperti yang ditetapkan oleh badan profesional program.

02 Mengenalpasti dan menentukan kesesuaian agensi untuk penempatan Komponen Industri (KI) 2u2i pelajar.

03 Meluluskan pelantikan Penyelia UMT mengikut program yang dicalonkan oleh Penyelaras Mod 2u2i program.

04 Menyelaras pemilihan tempat, penempatan pelajar, proses penyeliaan dan pemantauan Komponen Industri (KI) 2u2i.

05 Memberi penerangan dan taklimat kepada pelajar sebelum mereka menjalani Komponen Industri (KI) 2u2i.

06 Melaporkan keputusan Mesyuarat Jawatankuasa Latihan Industri (LI) FSKM kepada fakulti.

07 Menguruskan pemarkahan Komponen Industri (KI) 2u2i.

08 Mengadakan Mesyuarat Jawatankuasa sekurang-kurangnya 2 kali satu semester.

1.6 MAKLUMAT LATIHAN INDUSTRI/ KOMPONEN INDUSTRI MENGIKUT PROGRAM

SMSK (KOMPUTERAN MUDAH ALIH)

- CSM4908- I/, CSM4918-I, CSM4928-I, CSM4938-I
- 32 JAM KREDIT
- 52 MINGGU
- PENSYARAH SAINS KOMPUTER

SMSK (KEJURUTERAAN PERISIAN)

- CSF4992/CSF4992A/ CSF49712
- 12 JAM KREDIT
- 24 MINGGU
- PENSYARAH SAINS KOMPUTER

SMSK (INFORMATIK MARITIM)

- CSF4992/CSF4992A/ CSA49712
- 12 JAM KREDIT
- 24 MINGGU
- PENSYARAH SAINS KOMPUTER

SMS (MATEMATIK GUNAAN)

- MMT49712/MMT4992A/ MMT4992B
- 12 JAM KREDIT
- 24 MINGGU
- PENSYARAH MATEMATIK

SMS (MATEMATIK KEWANGAN)

- MMT49712/MMT4992A/ MMT4992B
- 12 JAM KREDIT
- 24 MINGGU
- PENSYARAH MATEMATIK

SMS (ANALITIK DATA)

- MDA 4908- I/, MDA 4918-I, MDA 4928-I, MDA 4938-I
- 32 JAM KREDIT
- 52 MINGGU
- PENSYARAH MATEMATIK

BAB 2
POLISI & PROSEDUR

2.1 Pengenalan

Setiap pelajar perlu mematuhi semua polisi dan prosedur kursus Komponen Industri (KI) 2u2i tertakluk kepada peraturan semasa.

2.2 STATUS KOMPONEN INDUSTRI 2u2i/JAM KREDIT/ TEMPOH/PENEMPATAN

STATUS KURSUS KOMPONEN INDUSTRI

Setiap pelajar perlu lulus Komponen Industri (KI) 2u2i sebagai syarat wajib untuk bergraduat.

WAJIB

TEMPOH

32 Jam Kredit
2 SEMESTER
1 TAHUN

RAKAN INDUSTRI

SEMESTER 6 & 7

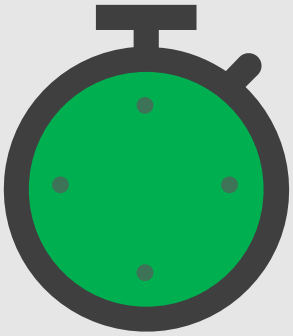
PENEMPATAN PELAJAR

Pemilihan dibuat oleh rakan industri atau cadangan daripada Jawatankuasa Latihan Industri FSKM.

Tempat yang dapat membantu pelajar mengaplikasi pengetahuan serta membangunkan kemahiran pelajar.

PENDAFTARAN

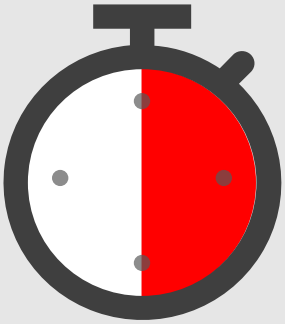
Pelajar wajib mendaftar Komponen Industri (KI) 2u2i dalam tempoh pra-pendaftaran pada semester sebelumnya.



KEHADIRAN PENUH

- Hadir kursus Komponen Industri (KI) 2u2i sepenuh masa.
- Tertakluk kepada peraturan-peraturan di organisasi, institusi atau agensi penempatan yang terlibat.
- Kebenaran perlu diperolehi daripada organisasi dan dimaklumkan kepada Penyelaras Mod 2u2i.

GAGAL



- Pelajar yang tidak menghadiri kursus Komponen Industri 2u2i melebihi 12 HARI (bagi tempoh penempatan selama setahun (12 bulan)) ATAU tertakluk kepada polisi yang ditetapkan oleh Jabatan Sumber Manusia organisasi, tanpa sebarang bukti perubatan disifatkan sebagai tidak memenuhi syarat atau GAGAL dan PERLU MENGULANG KURSUS KOMPONEN INDUSTRI 2u2i pada semester tersebut.

PENANGGUHAN

- Pelajar yang mengalami masalah kesihatan dan tidak dapat menjalani kursus Komponen Industri 2u2i dinasihatkan supaya memohon penangguhan, tertakluk kepada persetujuan organisasi dan UMT, sebelum melapor diri di organisasi.
- Fakulti dengan budi bicara organisasi juga boleh bertindak menangguh kursus Komponen Industri 2u2i seseorang pelajar (bagi kes-kes tertentu seperti kemalangan).

SAKIT/KES KECEMASAN

- Hubungi pihak organisasi dengan segera menerusi telefon atau menghantar mesej (sakit/kecemasan seperti sampai lewat kerana sesuatu sebab yang tidak dapat dielakkan).
- Serahkan surat cuti sakit (medical certificate/MC) yang diperolehi daripada hospital/klinik kerajaan/klinik panel kepada pihak organisasi.

2.4 PENYELIAAN/PENILAIAN/PERTUKARAN TEMPAT/ LARANGAN TERHADAP PLAGIARISME/INSURANS

PENYELIAAN

Penyelia UMT mestilah terdiri daripada pegawai akademik UMT yang mempunyai kepakaran dalam bidang berkenaan. Penyelia UMT perlu melakukan penyeliaan dan pemantauan sekurang-kurangnya 2 kali sepanjang tempoh KI 2u2i (tertakluk kepada keadaan semasa).

Jurulatih Industri mestilah terdiri daripada staf yang dilantik oleh pihak organisasi yang mempunyai kepakaran dalam bidang berkenaan dan memenuhi syarat yang ditetapkan oleh garis panduan 2u2i.

PENILAIAN

Penilaian KI 2u2i adalah berdasarkan laporan Penyelia UMT, laporan Jurulatih Industri, pembentangan, hasil projek, buku log, laporan akhir dan lain-lain aspek penilaian yang telah ditetapkan oleh pihak fakulti.

Penggredan adalah berdasarkan gred abjad dan mata nilaian seperti yang ditetapkan di dalam Peraturan Akademik UMT.

LARANGAN TERHADAP PLAGIARISME

Pelajar adalah tertakluk kepada Akta Universiti dan Kolej Universiti 1971, Kaedah-kaedah Universiti Malaysia Terengganu (Tatatertib Pelajar-Pelajar).

PERTUKARAN PENEMPATAN

Pelajar **TIDAK DIBENARKAN** menukar penempatan. Sekiranya pelajar didapati menukar penempatan tanpa pengetahuan dan kelulusan, pelajar disifatkan tidak mematuhi peraturan dan **GAGAL**. Pelajar perlu **MENGULANG KURSUS KI 2U2I SEPENUHNYA**.

INSURANS

Semua pelajar yang mengikuti KI 2u2i adalah dilindungi oleh Insurans Berkelompok UMT. Jika pelajar terlibat dengan tugasan KI 2u2i yang melibatkan perjalanan ke luar negara, pelajar bertanggungjawab sepenuhnya untuk mendapatkan insurans yang bersesuaian bagi menjamin kebajikan pelajar, terutama kos rawatan perubatan.

BAB 3
GARIS PANDUAN

3.1 Pengenalan

Garis Panduan Komponen Industri (KI) 2u2i dirangka agar proses penempatan pelajar di organisasi dan kaedah penyeliaan dan penilaian Komponen Industri (KI) 2u2i ini berjalan lancar.

3.2 CIRI-CIRI UMUM ORGANISASI

BILANGAN STAF

Organisasi mempunyai lebih daripada 10 orang staf dan berdaya saing.

PERKAITAN DENGAN BIDANG PENGAJIAN PELAJAR

Syarikat swasta, agensi kerajaan atau badan berkanun yang mempunyai kaitan dengan bidang pengajian yang diikuti oleh pelajar.

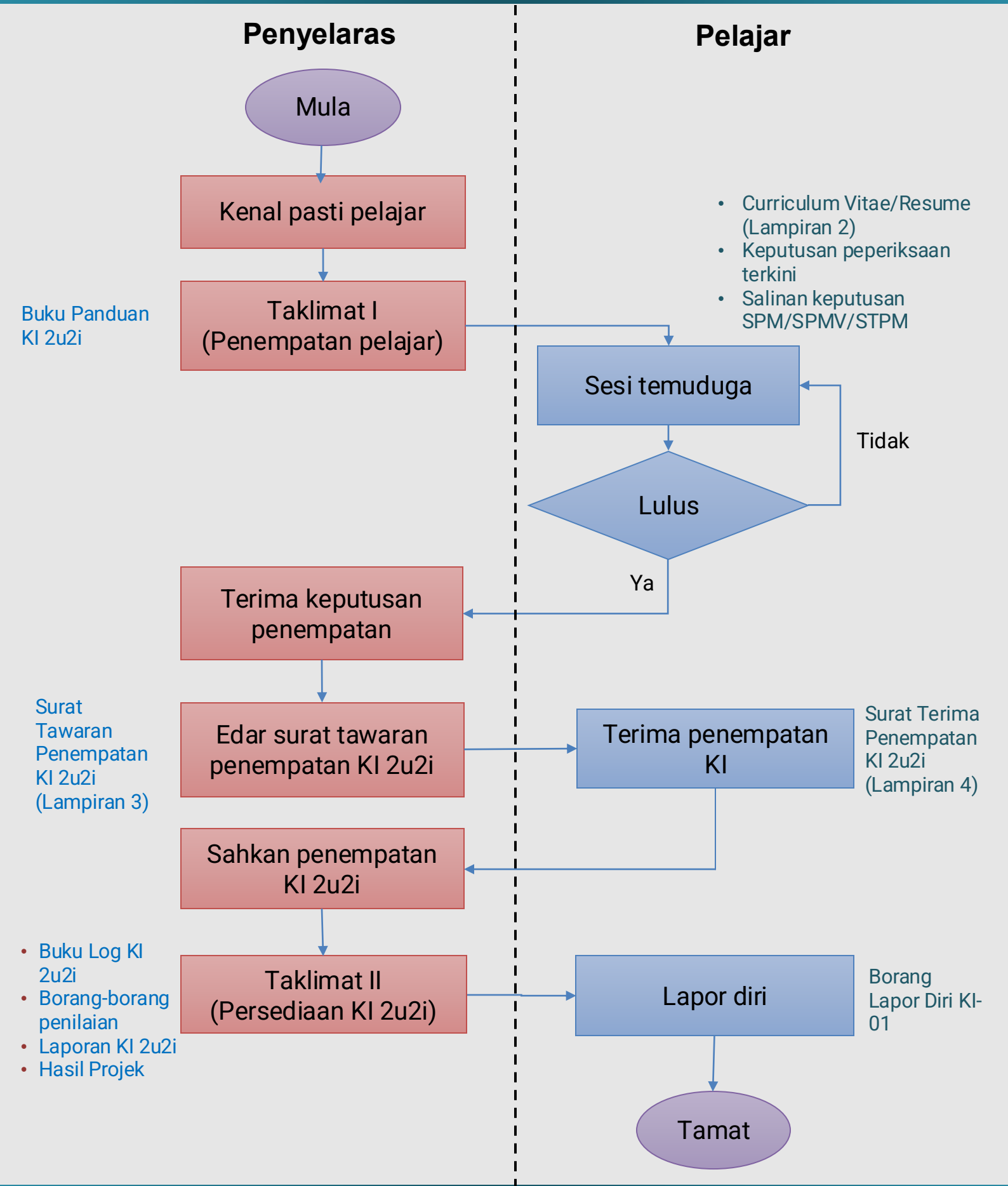
KELULUSAN UMT

Syarikat swasta, agensi kerajaan atau badan berkanun yang mempunyai kerjasama persefahaman MoU dengan UMT.

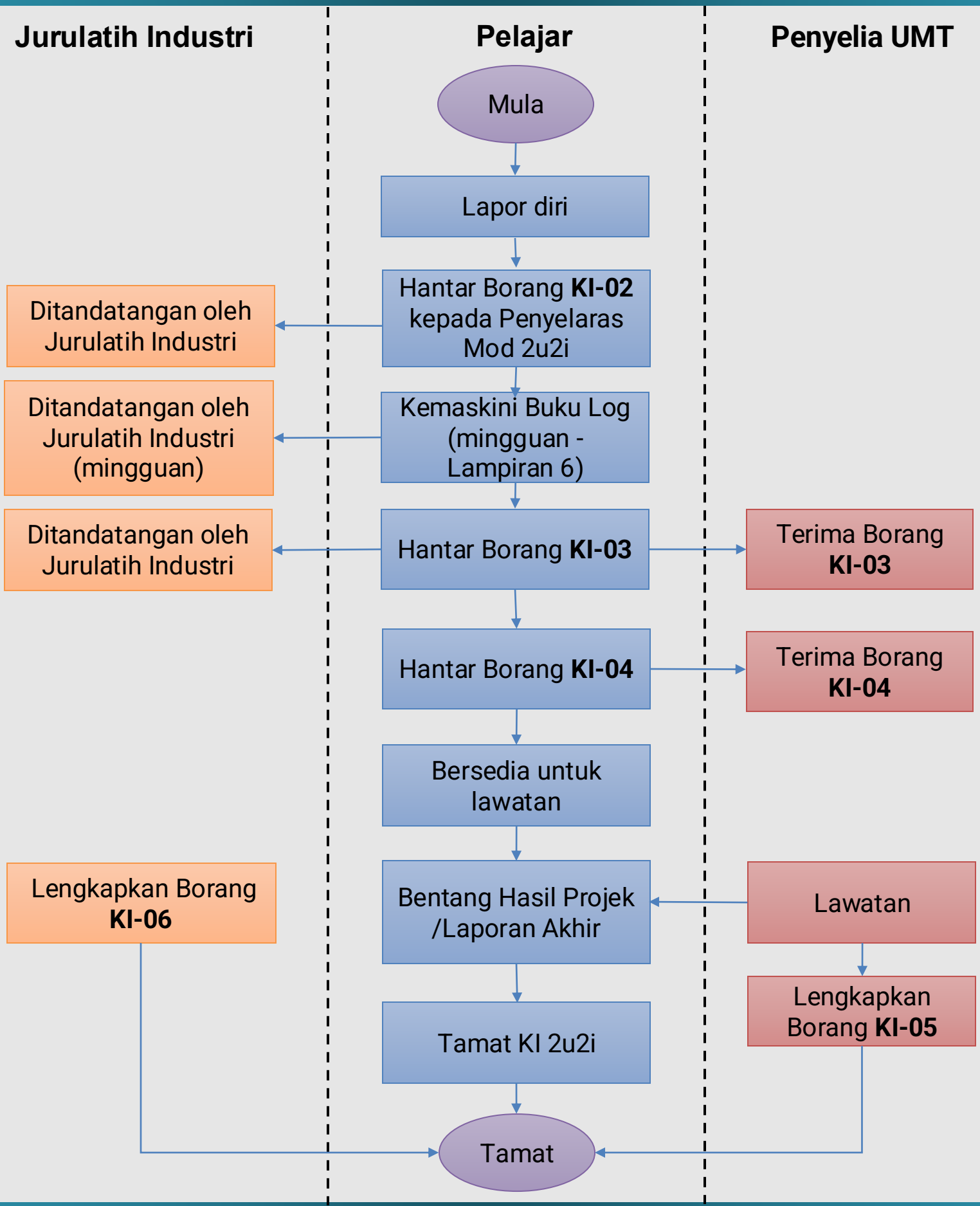
KEPAKARAN

Mempunyai staf yang berkemahiran dalam bidang berkaitan dan boleh menjadi rujukan pelajar semasa Komponen Industri 2u2i.

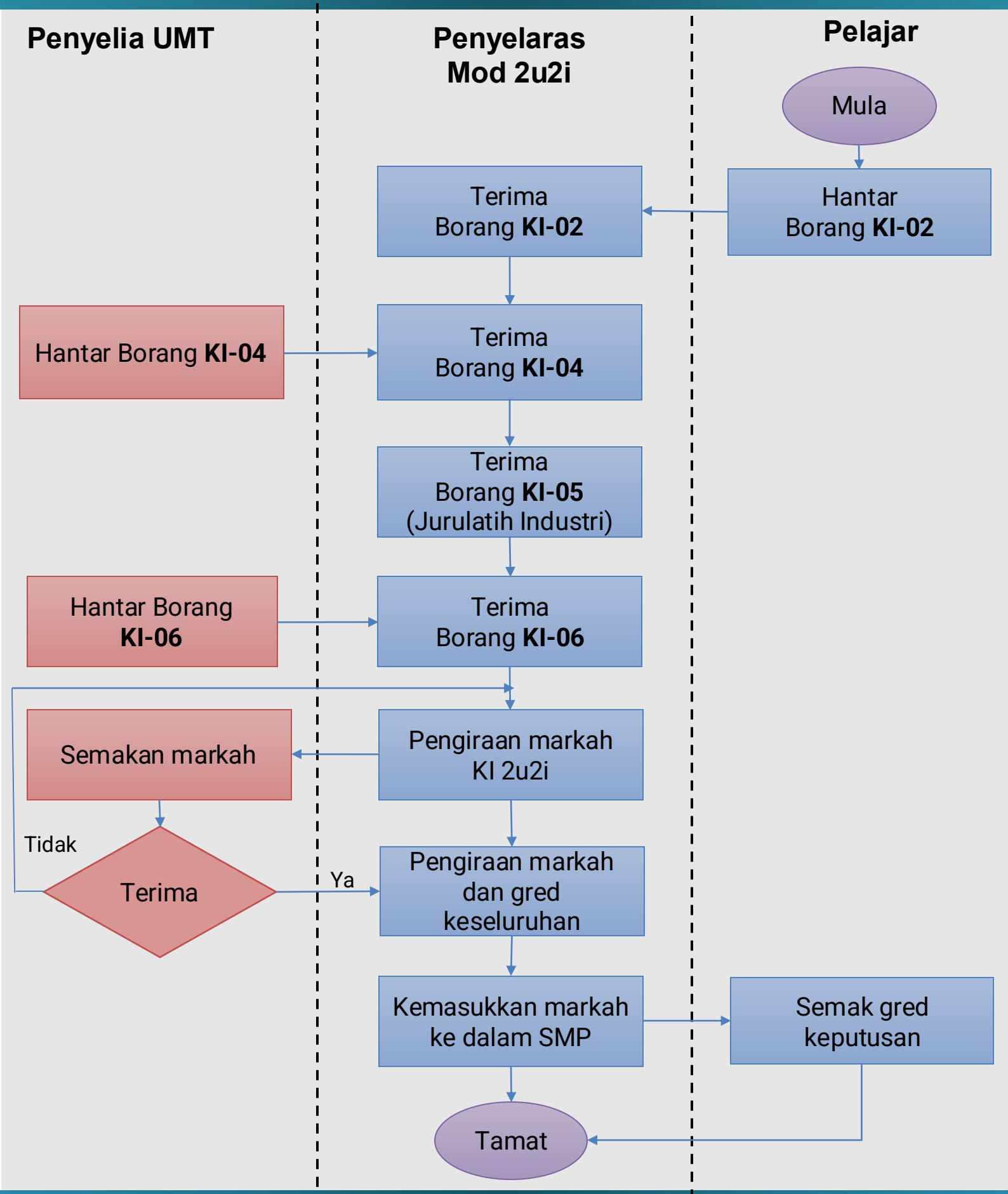
3.3 PROSES PENEMPATAN KOMPONEN INDUSTRI 2u2i



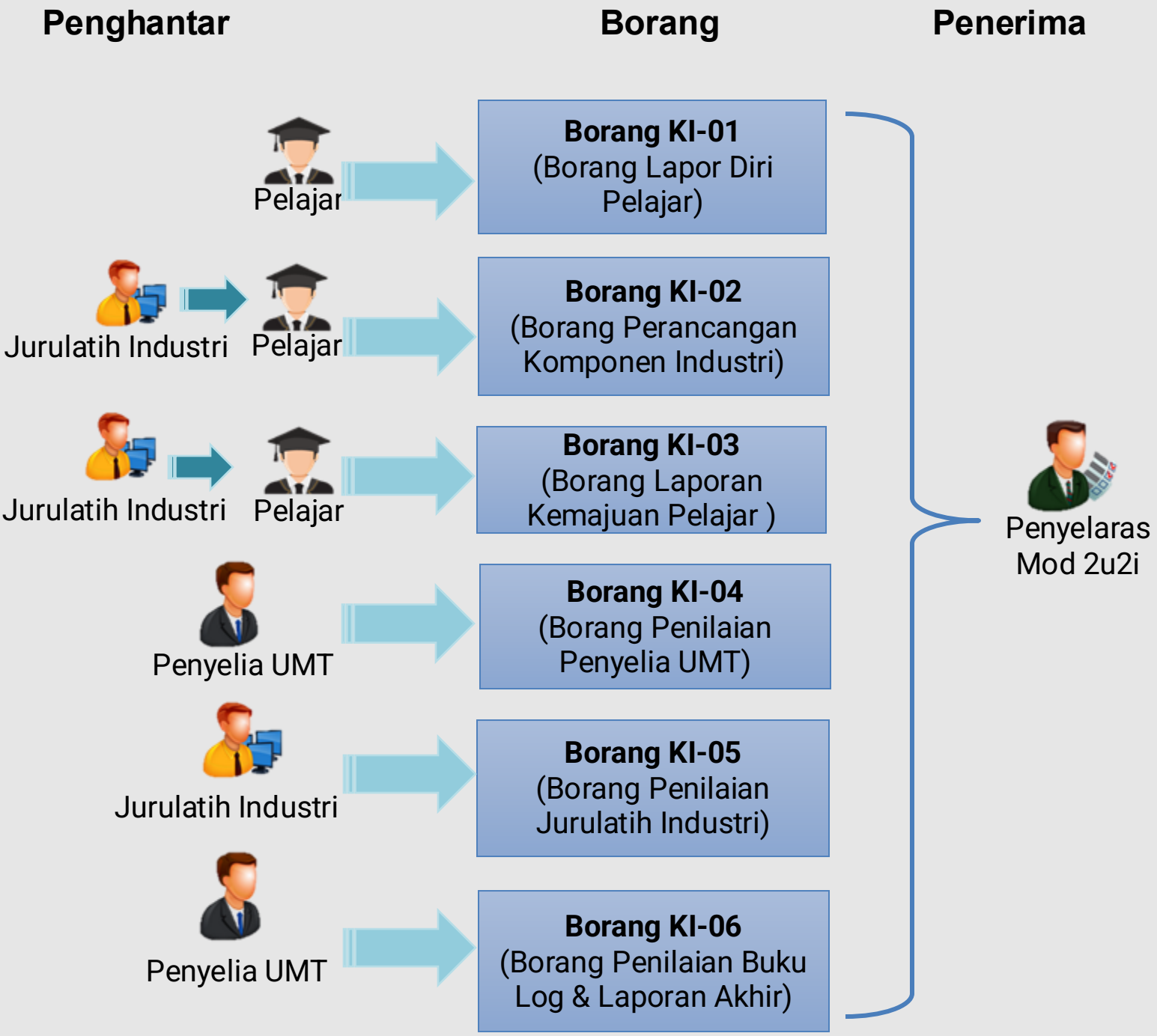
3.4 PROSES PENYELIAAN DAN PENILAIAN KI 2u2i (PENYELIA UMT DAN JURULATIH INDUSTRI)



3.5 PROSES PENYELIAAN DAN PENILAIAN KI 2u2i (PENYELIA UMT DAN PENYELARAS MOD 2u2i)



3.6 PROSES PENYELIAAN DAN PENILAIAN KOMPONEN INDUSTRI 2u2i (BORANG)



BAB 4
PERANAN & TANGGUNGJAWAB

4.1 Pengenalan

Setiap individu yang terlibat secara langsung dalam Komponen Industri (KI) 2u2i seperti Penyelaras Mod 2u2i Program, Penyelia UMT, Jurulatih Industri dan pelajar mempunyai peranan dan tanggungjawab masing-masing bagi memastikan proses berkaitan berjalan lancar.

4.2 PENYELARAS MOD PENGAJIAN 2u2i

RANCANG, SELARAS DAN PANTAU

Merancang, menyelaras dan memantau pelaksanaan KI 2u2i.

KENALPASTI ORGANISASI

Mengenalpasti organisasi yang sesuai dan memenuhi syarat-syarat KI 2u2i ditetapkan oleh fakulti dan garis panduan pelaksanan mod pengajian 2u2i.

PEMILIHAN TEMPAT

Menyelaras pemilihan tempat, penempatan pelajar, proses penyeliaan dan pemantauan.

ATUR TAKLIMAT DAN PENERANGAN

Memberi penerangan, taklimat dan nasihat kepada pelajar sebelum mereka menjalani kursus KI 2u2i.

BERI PENGESAHAN PENEMPATAN

Memberikan pengesahan penempatan pelajar ke organisasi yang berkenaan.

URUS PENYELIA UMT

Mengurus pelantikan Penyelia UMT.
Menyelaras aktiviti dan jadual lawatan Penyelia UMT.

URUS BORANG PENILAIAN

Menyelaras kesemua urusan borang penilaian.

URUS MARKAH DAN GRED

Menyelaras markah dan gred kursus KI 2u2i.
Mengemukakan keputusan kursus KI 2u2i kepada fakulti.

4.3 PENYELIA UMT

Penyelia UMT mestilah terdiri daripada pensyarah yang dilantik oleh FSKM

Bimbing dan Pandu

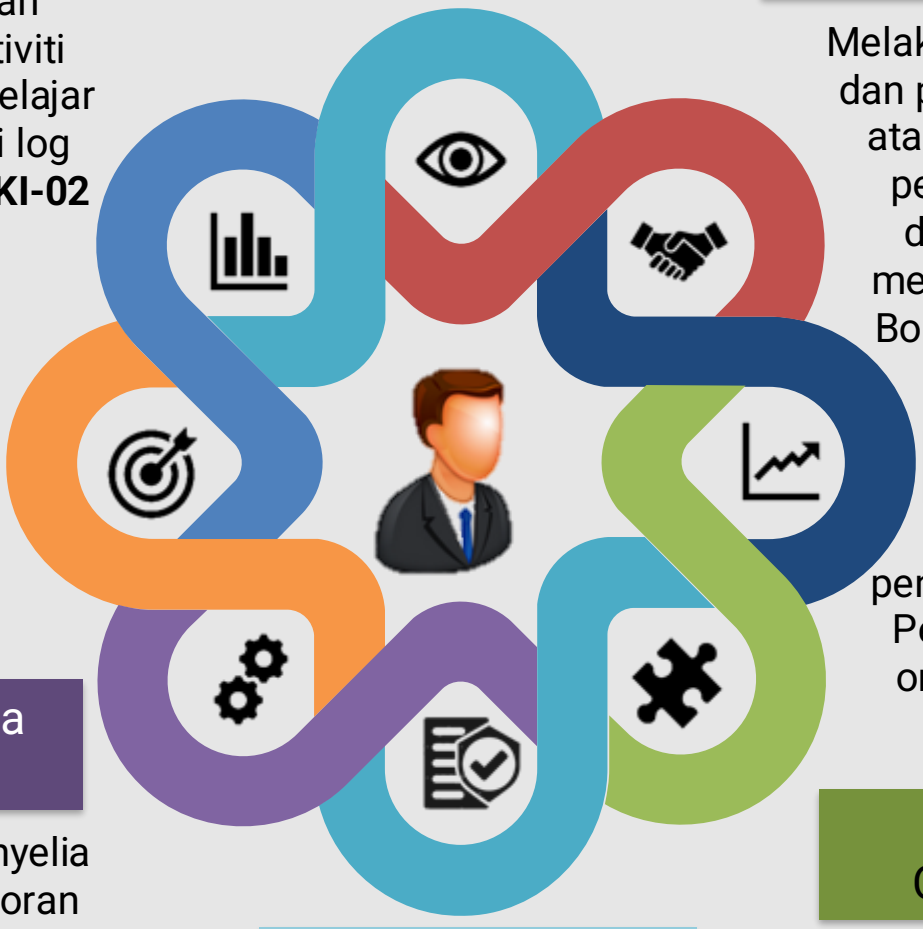
Membimbing dan memberi panduan kepada pelajar yang menjalani KI 2u2i.

Pantau dan Semak

Memantau dan menyemak aktiviti dan kemajuan pelajar seliaan melalui log aktiviti, Borang **KI-02** dan **KI-03**.

Lawat dan Selia

Melakukan lawatan dan penyeliaan ke atas kumpulan pelajar yang ditetapkan menggunakan Borang **KI-04**.



Kenalpasti Pelajar

Memastikan pelajar berada di organisasi yang dikenalpasti.

Penyelarasan

Mengadakan penyelarasan dengan Penyelia Industri di organisasi KI 2u2i.

Semak, Selia dan Nilai

Menyemak, menyelia dan menilai laporan akhir KI 2u2i pelajar dengan menggunakan Borang **KI-06**.

Hubungi Organisasi

Menghubungi pihak organisasi dan pelajar berkenaan lawatan.

Nilai Pembentangan

Menilai pembentangan KI 2u2i pelajar menggunakan Borang **KI-04**.

4.4 JURULATIH INDUSTRI

Penempatan dan Tugas Pelajar

Menentukan deskripsi tugasan pelajar dengan memastikan skop tugas pelajar adalah lebih berfokuskan kepada bidang pengkhususan pelajar.

Tugasan / Projek

Merangka tugasan/ projek yang bersesuaian **(KI-03)** kepada pelajar.

Tunjuk ajar/ Pemantauan

Memberi tunjuk ajar dan bimbingan kepada pelajar dan maklumbalas yang sesuai secara dinamik.

Memantau tugasan yang dilaksanakan oleh pelajar **(KI-04)**.

Semak Log Aktiviti

Menyemak log aktiviti pelajar.

Penilaian

Membuat penilaian ke atas prestasi dan hasil projek pelajar dengan menggunakan Borang **KI-06 (Lampiran 7)** dan mengembalikan kepada Penyelia UMT.

Pembentangan Pelajar

Menghadiri pembentangan hasil projek pelajar.

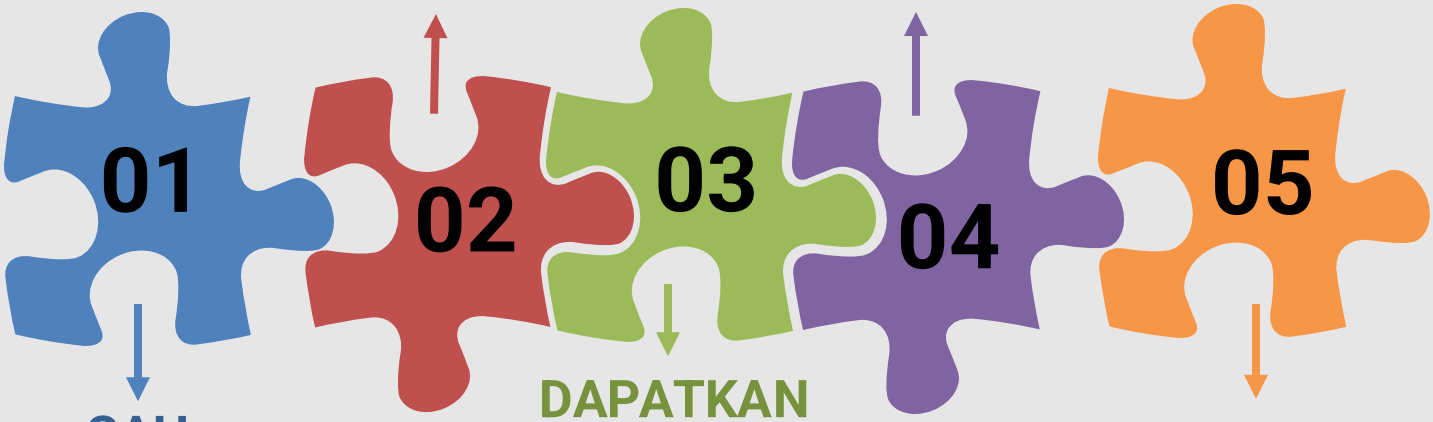
Lapor Masalah

Memaklumkan kepada Penyelaras Mod 2u2i Program mengenai sebarang masalah semasa pelajar menjalani latihan di organisasi.

4.5 PELAJAR

1
SEBELUM MENJALANI KOMPONEN INDUSTRI 2u2i
2
SEMASA MENJALANI KOMPONEN INDUSTRI 2u2i
3
SELEPAS MENJALANI KOMPONEN INDUSTRI 2u2i

4.5.1 SEBELUM MENJALANI KI 2u2i



01 SAH KELAYAKAN KI 2u2i

Mengesahkan kelayakan menjalani kursus Komponen Industri melalui portal MyNemo pelajar.

02 DAFTAR KURSUS

Mendaftar kursus semasa proses pra-pendaftaran.

03 DAPATKAN PENEMPATAN

Hadir sesi temuduga / penilaian bersama organisasi terpilih.

04 LENGKAPKAN PROSES PENEMPATAN

Melengkapkan proses penempatan kursus Komponen Industri 2u2i.

05 HADIR TAKLIMAT

Menghadiri taklimat/bengkel Komponen Industri 2u2i yang diadakan oleh pihak fakulti.

4.5.2 SEMASA MENJALANI KI 2u2i

4.5.3 SELEPAS MENJALANI KI 2u2i

Laporan Penilaian Komponen Industri 2u2i
Memastikan Jurulatih Industri di organisasi melengkapkan Borang Penilaian Jurulatih Industri **(KI-05)** dan diserahkan kepada Penyelaras Mod 2u2i Program pada masa yang ditetapkan.

Hantar Semua Dokumen
Menghantar semua dokumen yang berkaitan kepada Penyelaras Mod 2u2i Program mengikut waktu yang ditetapkan.

LAMPIRAN

Pengenalan

Lampiran yang diperlukan dan disediakan untuk Komponen Industri 2u2i bagi semua pihak yang terlibat iaitu Penyelaras Mod 2u2i Program, Penyelia UMT, Jurulatih Industri dan pelajar

LAMPIRAN 1

PEMETAAN MARKAH PENILAIAN KEPADA PROGRAM LEARNING OUTCOME (PLO) BAGI SMSK (KOMPUTERAN MUDAH ALIH)

Pecahan Markah (%) Kursus KI 2u2i (CSM4993/CSM 4908-I)						
	PLO					
	PLO1	PLO3	PLO4	PLO6	PLO7	Jumlah
Kuiz (BL)	10					10
KI-04			5			5
KI-05		35	15	10	10	70
KI-06		10		5		15
					Jumlah Markah (%)	100

Jurulatih Industri
Penyelia UMT
Penyelaras Mod 2u2i UMT

Pecahan Markah (%) Kursus KI 2u2i (CSM4994//CSM 4918-I)						
Borang	PLO					
	PLO2	PLO3	PLO4	PLO6	PLO7	Jumlah
KI-04			5			5
KI-05	25	25	10	5	5	70
KI-06		20		5		25
					Jumlah Markah (%)	100

Jurulatih Industri
Penyelia UMT
Penyelaras Mod 2u2i UMT

LAMPIRAN 1

PEMETAAN MARKAH PENILAIAN KEPADA PROGRAM LEARNING OUTCOME (PLO) BAGI SMSK (KOMPUTERAN MUDAH ALIH)

Pecahan Markah (%) Kursus KI 2u2i (CSM4995 / /CSM 4928-I)								
	PLO							Jumlah
	PLO1	PLO3	PLO4	PLO5	PLO6	PLO7	PLO9	
Kuiz (BL)	10							10
KI-04			5					5
KI-05		20	20	10	5	10	5	70
KI-06		10			5			15
							Jumlah Markah (%)	100

Jurulatih Industri
Penyelia UMT
Penyelaras Mod 2u2i UMT

Pecahan Markah (%) Kursus KI 2u2i (CSM4996 / /CSM 4938-I)							
Borang	PLO						Jumlah
	PLO2	PLO3	PLO4	PLO6	PLO7	PLO8	
KI-04			5				5
KI-05	20	25	10	5	5	5	70
KI-06		20		5			25
						Jumlah Markah (%)	100

Jurulatih Industri
Penyelia UMT
Penyelaras Mod 2u2i UMT

YOUR NAME.

matricnumber@umt.edu.my

Summary

A dynamic individual who likes to work and learn through the challenges of daily work. Like to work by objectives, with multidisciplinary teams and participate in the decision making. Can work under pressure, and independently if needed. My skills were complemented by a strong sense of team commitment, solid work ethic, eagerness to learn, and passion for improving.

Work experience

2017-03 - 2017-06

Student Helper

Silicon Valley Power

- Reviewed engineers drawings for errors.
- Created design for a trash/safety rack.
- Used Maximo to create work orders.
- Inventoried pipe system in dams for replacement of old pipes.
- Inspected concrete for two pours.

2016-06 - 2017-02

Volunteer Tutor

Serving Orphans Worldwide

- Assisted in teaching mathematics to students aged 5 to 12.
- Worked effectively with students with diverse learning needs.
- Coordinated with the supervisors at the orphanage to organize fun activities to do with the children during the weekends.
- Taught theories of addition, subtractions, multiplication, division to younger students and concepts of patterns, pre-algebra, fractions and basic geometry to older students.

Education

2020 - Current

Bachelor of Applied Science in Maritime Technology

University Malaysia Terengganu

Skills

AutoCAD

Microstation

Microsoft Word

Microsoft Excel

Microsoft Access

Microsoft PowerPoint

Hobbies

- Painting
- Cooking
- Football
- Volleyball

Created with VisualCV

UNIVERSITI MALAYSIA TERENGGANU
21030 Kuala Nerus, Terengganu, Malaysia
(T): +609-6683374 / +609-6683320
(F): +609-6683326
(W): www.umt.edu.my
(E): fskm@umt.edu.my
FAKULTI SAINS KOMPUTER DAN MATEMATIK
FACULTY OF COMPUTER SCIENCE AND MATHEMATICS

Rujukan Kami : UMT/FSKM/SMSK (KMA)/2u2i/
Tarikh : 29 Oktober 2024

Mrs Syaza Nur Izzati Saharuddin (Matric No: S58185)
Bachelor of Computer Science (Mobile Computing) with Honours
Universiti Malaysia Terengganu,
21030 Kuala Nerus, Terengganu.

Dear Mrs.

2U2I PROGRAM PLACEMENT OFFER AT MH NEXUS SDN BHD

We are pleased to inform you that has offered an industrial placement for the 2u2i program as a part of your continuing studies in the industrial environment. Your placement shall commence on 1 Mac 2022 and shall end on 26 Feb 2023. Subject to your acceptance of this offer, the general terms and conditions of your 2u2i placement with the company are set as below:

1. You are required to complete a 12-month 2u2i program at the industrial.

2. Your potential tasks and projects during the 2u2i placement will be determined by the industrial supervisor after discussion with the UMT 2u2i program committee for Bachelor of Computer Science (Mobile Computing) with Honours.

3. During 2u2i placement, you are required to register for 4 courses: CSM4908 - Industrial Project Management, CSM4918–Industrial Project Development, CSM4928–Integrated Industrial Project Management, and CSM4938–Integrated Industrial Project Development.

4. While onboard for the placement, you must adhere to all MH Nexus Sdn Bhd and Universiti Malaysia Terengganu (UMT) policies, rules, and laws.

5. Once you sign the acceptance letter, you will receive an offer letter from the employer for the 2u2i placement.

6. The 2u2i placement cannot be construed as part of the employment or an offer of employment with MH Nexus Sdn Bhd.

Please confirm your acceptance of the 2u2i placement in order to secure the placement and proceed for program before you finally graduated (Note: Use template letter for the acceptance purposes attached in this letter). If you have any questions, please feel free to contact your 2u2i program coordinator.

YANG MENJALANKAN AMANAH

ASSOCIATE PROF DR AMIR NGAH
Head of Program
Bachelor of Computer Science (Mobile Computing) with Honours
Faculty of Computer Science and Mathematics

Cc :
Dr Noor Azliza binti Che Mat
2u2i Program Coordinator
Bachelor of Computer Science (Mobile Computing) with Honours

LAMPIRAN 4
CONTOH SURAT PENERIMAAN PENEMPATAN KOMPONEN INDUSTRI 2u2i

UNIVERSITI MALAYSIA TERENGGANU
21030 Kuala Nerus, Terengganu, Malaysia
: +609-6683374 / +609-6683320
: +609-6683326
: www.umt.edu.my
: fskm@umt.edu.my
FAKULTI SAINS KOMPUTER DAN MATEMATIK
FACULTY OF COMPUTER SCIENCE AND MATHEMATICS

To

Dr Noor Azliza Che Mat
2u2i Program Coordinator,
Bachelor of Computer Science (Mobile Computing) with Honours,
Faculty of Computer Science and Mathematics
Universiti Malaysia Terengganu,
21030 Kuala Nerus, Terengganu.

Dear Dr,

ACCEPTANCE OF 2U2I PLACEMENT OFFER

With due respect of offer letter on the 2u2i placement (Ref: _____), I _____ with matric no _____ from Bachelor of Computer Science (Mobile Computing) with Honours ACCEPTED / NOT ACCEPTED the offer for 2u2i placement at _____, which commences on 1st March 2022. At the same time, I will follow all the general terms and conditions of 2u2i placement with the company stated in the offer letter.

I will give my full commitment to complete my 12-month 2u2i program at the organisation and I am looking forward to earning new industrial experience.

Thank you.

Your faithfully,

( )

LAMPIRAN 5
CONTOH CATATAN BUKU LOG KOMPONEN INDUSTRI 2u2i

Minggu 1 (2 Februari 2020 – 8 Februari 2020)
***Nota: Catat CUTI/CUTI SAKIT beserta tarikh sekiranya CUTI/CUTI SAKIT.

Catatan aktiviti setiap minggu.

1) Melapor diri dan penyerahan surat lapor diri kepada penyelia latihan industri, En Ridhwan Musa di Ledakan Digital.
2) Penerangan sedikit sebanyak tentang skop kerja syarikat Ledakan Digital daripada En Ridhwan Musa.
3) Berjumpa dan berkenalan dengan staf-staf Ledakan Digital.

Pengetahuan / Kemahiran yang Diperolehi (sepanjang minggu).

1) Mengenali skop-skop kerja di Ledakan Digital yang berkaitan dengan Sains computer.
2) Mempelajari kemahiran berkomunikasi diantara staf-staf Ledakan Digital.

Maklumat lain/ Masalah / Cadangan.

1) Memerlukan masa untuk menyesuaikan diri dengan persekitaran dan situasi di pejabat.

UNTUK DIISI OLEH PENYELIA INDUSTRI

Catatan.

Nama, Tandatangan & Cop Penyelia Industri (sekiranya ada) **Tarikh** 14 JULY 2020	LEDAKAN DIGITAL MARKETING PT [illegible]-2, DATAWAN AUSTIN, [illegible] 21200, KUALA [illegible] TERENGGANU 012-[illegible] [www.ledakandigital.com.my]

Sila hantar Buku Log ini kepada Penyelia Industri setiap minggu untuk semakan.

3

LAMPIRAN 6
SKOP TUGAS PROGRAM SMSK (KOMPUTERAN MUDAH ALIH)

KMA01	Pembangunan Sistem/Web/Mobile Apps *(Front-End)*
KMA02	Pembangunan Sistem/Web/Mobile Apps *(Back-End)*
KMA03	Analisa Keperluan Sistem/Perisian (*System/Software Requirement Analysis*)
KMA04	Pangkalan Data *(Database)*
KMA05	Analitik Data dan Ramalan Data *(Data Analytic & Prediction)*
KMA06	Rekabentuk Sistem/Aplikasi (*System/Application Design*)
KMA07	Pengujian Sistem/Perisian (*System/Software Testing*)
KMA08	Konfigurasi Rangkaian *(Network Configuration)*
KMA09	Komputeran Awan *(Cloud Computing)*
KMA10	Penyelidikan Komputer dan Maklumat *(Research in Computer and Information)*
KMA11	Pemasangan Perisian/Aplikasi (*Deployment*)
KMA12	Rekabentuk Pengalaman Pengguna *(User Experience Design*)
KMA13	Lain-lain *(Others)*

BORANG LI02_BORANG LAPOR DIRI PELAJAR

UNIVERSITI MALAYSIA TERENGGANU

PENGESAHAN LAPOR DIRI PELAJAR DI INDUSTRI
STUDENT REPORT DUTY CONFIRMATION IN INDUSTRY

1. MAKLUMAT ORGANISASI/*ORGANIZATION INFORMATION*

Nama/*Name* : No. Tel./*Tel* :
Alamat/*Address* : No. Faks/*Fax* :

2. AKUAN LAPOR DIRI PELAJAR/*STUDENT REPORT DUTY CONFIRMATION*

Dengan ini disahkan bahawa pelajar berikut telah melapor diri bagi menjalani Latihan Industri seperti di atas.
It is hereby confirmed that the following students have reported for the Industrial Training as above.

Nama/*Name* :

No. Matrik/*Matric No.* : No. K/P/*IC No.* :

Program :

Tarikh Lapor Diri/*Report Duty Date* :

Alamat Kediaman Semasa Latihan Industri/*Residential Address during Industrial Training* :

No. Tel./*Tel* : Emel :

Tempoh Latihan Industri/*Industrial Training Period* :

Tandatangan Pelajar/*Student Signature* :

Nama dan Nombor telefon waris untuk dihubungi/*Next of Kin Contact Number* :

3. PENGESAHAN OLEH WAKIL INDUSTRI/*ENDORSEMENT BY INDUSTRY REPRESENTATIVE*

Disahkan bahawa segala maklumat di atas adalah benar.
We hereby declared that all the above information is true.

Tandatangan/*Signature* : Cop Jawatan Rasmi/*Official Stamp:*

Nama/*Name* :
Tarikh/*Date* :

UNIVERSITI MALAYSIA TERENGGANU

INDUSTRIAL COMPONENT PALNNING FORM

BORANG PERANCANGAN KOMPONEN INDUSTRI

Name :
Nama Pelajar

Matric No :
No Matrik

Organization :
Organisasi

No.	Planned Activity *Aktiviti yang dirancang*	Implementation strategy Strategi Pelaksanaan	Week/ *Minggu*																							
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24

UNIVERSITI MALAYSIA TERENGGANU

INDUSTRIAL COMPONENT PROGRESS REPORT

LAPORAN KEMAJUAN KOMPONEN INDUSTRI

Name :
Nama Pelajar
Matric No :
No Matrik
Organization :
Organisasi

Legend:

Planned *Perancangan*		**In progress** *Sedang berjalan*		**Completed** *Lengkap*	

No.	Planned Activity *Aktiviti yang dirancang*	Implementation strategy Strategi Pelaksanaan	Week/ *Minggu*																							
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
1.																										
2.																										

Borang LI-05-SULIT

UNIVERSITI MALAYSIA TERENGGANU
BORANG PENILAIAN PENYELIA FSKM, UMT

NAMA PELAJAR	: _____	**PROGRAM** :	_____
NO. MATRIK	: _____	**NO. K/P** :	_____
ORGANISASI	: _____		
PENYELIA UMT	: _____		
TARIKH / MASA (Hubungi/Lawatan):	_____		

Sila nyatakan penilaian tuan/puan untuk aspek berikut dengan membulatkan nombor yang berkaitan.

PANDUAN PENILAIAN

1	2	3	4	5
(Sangat Rendah)	(Rendah)	(Sederhana)	(Tinggi)	(Sangat Tinggi)

A. PLO2: KEMAHIRAN PRAKTIKAL

01	KEMAHIRAN KERJA: Kemampuan untuk mengaplikasikan pengetahuan dalam menyempurnakan tugas.	1	2	3	4	5
02	KEMAHIRAN TEKNIKAL: Kemampuan untuk melaksanakan tugas yang diberi.	1	2	3	4	5

Markah PLO2: (____/10) / 2 =____

B. PLO4: KOMUNIKASI

03	KEBERKESANAN DAN ARTIKULASI IDEA: Kebolehan menggunakan alatan pembentangan	1	2	3	4	5
04	KEJELASAN IDEA: Keupayaan menyampaikan idea dengan jelas	1	2	3	4	5
05	KEYAKINAN IDEA: Keyakinan semasa sesi pembentangan dan soal jawab	1	2	3	4	5
06	KEFAHAMAN DAN MENJAWAB SOALAN: Kefahaman dan kebolehan menjawab soalan yang dikemukakan	1	2	3	4	5

Markah PLO4: (___ /20) / 4 =___

C. PLO7: KEMAHIRAN PERSONAL

07	DAYA USAHA: Daya usaha dalam menyiapkan tugasan	1	2	3	4	5
08	MINAT: Keinginan meneroka sesuatu bagi melaksanakan tugasan	1	2	3	4	5

Markah PLO7: (____/10) / 2 = ____

Komen Penyelia

a) Kesesuaian penempatan dan skop latihan organisasi dengan bidang pengajian pelajar

YA ☐ TIDAK ☐

Ulasan:_____

b) Kesesuaian organisasi untuk penempatan latihan industri UMT pada masa akan datang.

YA ☐ TIDAK ☐

Ulasan:_____

c) Cadangan

_____

_____

_____

_____

Jumlah Markah (PLO2 + PLO4 + PLO7) = _____

Tandatangan & Cop Penyelia

Tarikh : _____

Nota:

Kepada Penyelia UMT:

a) Borang ini digunakan oleh Penyelia UMT semasa melawat dan memantau aktiviti Latihan Industri
b) Sila kembalikan borang penilaian ini kepada:

Penyelaras Latihan Industri
<< Nama Program >>
Fakulti Sains Komputer dan Matematik
Universiti Malaysia Terengganu
21030 Kuala Nerus

Borang LI-06-SULI

UNIVERSITI MALAYSIA TERENGGANU
INDUSTRIAL SUPERVISOR EVALUATION FORM

STUDENT'S NAME : _____

MATRIC NO. : _____ **PROGRAM** : _____

ORGANIZATION : _____

INDUSTRIAL SUPERVISOR'S NAME : _____

Please select the best score to evaluate the student.

EVALUATION GUIDE

1	2	3	4	5
(Very Low)	(Low)	(Moderate)	(High)	(Very High)

PLO2: PSYCHOMOTOR

01	The ability to design a product/run the task based on the requirement or planning that has been done.	1	2	3	4	5
02	The ability to develop/extract knowledge in the related field for the given task	1	2	3	4	5
03	The ability to perform the overall tasks given	1	2	3	4	5
	Total Mark PLO2 (15%)	=				

PLO4: COMMUNICATION

04	Interaction with others	1	2	3	4	5
	Total Mark PLO4 (5%)	=				

PLO5: TEAMWORK

05	Build a good rapport	1	2	3	4	5
06	Respect and accept other's opinion	1	2	3	4	5
	Total Mark PLO5 (10%)	=				

PLO6: VALUES, ETHICS AND PROFESSIONALISM

07	Discipline and appearance	1	2	3	4	5
08	Commitment towards the given tasks	1	2	3	4	5
	Total Mark PLO6 (10%)	=				

PLO9: LEADERSHIP

09	Knowledge and understanding of leadership	1	2	3	4	5
	Total Mark PLO6 (10%)	=				

TOTAL MARK (PLO2 + PLO4 + PLO5 + PLO6 + PLO9= _____

Comment by Industrial Supervisor

a) Chances of getting hired after graduation?

YES ☐ NO ☐ NOT APPLICABLE ☐

If yes, please provide name and contact number: _____

b) Comment on Overall Student's performance

_____

_____

_____

c) Suggestion for Improvement

_____

_____

_____

d) Suggestion on Collaboration/Networking between the Company and Universiti Malaysia Terengganu in Future

_____

_____

_____

Signature and Official Stamp

Date: _____

Note:

To industry supervisor:

a) This form should be used by Industrial Supervisor to evaluate student's performance during internship period

b) Please return this form to:

Penyelaras Mod 2u2i
<< Nama Program >>
Fakulti Sains Komputer dan Matematik
Universiti Malaysia Terengganu
21030 Kuala Nerus

Borang LI-07-SULIT (FTKKI)

BORANG PENILAIAN BUKU LOG & LAPORAN AKHIR LATIHAN INDUSTRI

NAMA PELAJAR	**: _____ NO. MATRIK :_____**
PROGRAM	**: _____**
ORGANISASI	**: _____**
TEMPAT L.I	**: _____**
PENYELIA UMT	**: _____**

Buku Log

	PERKARA	MARKAH
1.	Kekemasan laporan	/5
2.	Isi laporan	/5
3.	Konsistensi dalam mengemaskini laporan	/5
4.	Buku log disemak dan disahkan penyelia	/5
	Markah Total PLO3 (___/20)*5=	

Laporan Akhir

	PERKARA	PENERANGAN	MARKAH
1.	**Ringkasan Eksekutif**	Rumusan ringkas mengenai maklumat organisasi,aktiviti organisasi, tugas yang telah dijalankan dan hasil kerja yang telah dicapai.	/10
2.	**Pengenalan**	Nama, alamat organisasi, jenis aktiviti organisasi (core business), carta organisasi, kakitangan utama, peta, gambar dan lain-lain.	/10
3.	**Aktiviti**	Pengenalan kepada aktiviti/proses kerja yang dilaksanakan dan senarai aktiviti yang dilaksanakan. Perincian setiap aktiviti/proses kerja yang dijalankan di organisasi.	/20
4.	**Mini Projek/Tugasan**	Pengenalan kepada projek/tugasan Sorotan literatur Metodologi ataupun sistem yang digunapakai. Keputusan Perbincangan daripada hasil projek. Kesimpulan mini projek Cadangan penambahbaikan.	/40
5.	**Pengalaman dan Kemahiran**	Pengalaman dan kemahiran yang diperolehi sepanjang tempoh bertugas dan kemahiran diperoleh sepanjang menjalankan mini projek.	/10
6.	**Masalah, Rumusan dan Cadangan**	Masalah yang dihadapi, tindakan yang diambil, beserta cadangan penambahbaikan kepada fakulti dan organisasi serta rumusan keseluruhan.	/10
		Markah Total PLO3 (____/100)*20 =	
7.	**Kesempurnaan Laporan**	Kebolehan untuk menulis laporan secara sistematik dan mematuhi format.	/5
		Kebolehan menulis laporan menggunakan struktur ayat yang betul serta jelas.	/5
		Markah Total PLO4 (____/10)*5 =	

Disahkan oleh,

.....

Nama Pemeriksa dan Cop rasmi

2) WBL PROGRESS PRESENTATION – (Industry: 15%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	5	Excellent
Standards met often or frequently	4	Good
Standards met occasionally, and improvement needed	3	Moderate
Standards met minimum expectation	2	Weak
Standards are not met or seldomly met	1	Poor

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Point out the objective and statement of work for each project task are elaborated and addressed clearly in line with the execution of the on-going project. (C4)	0.40						2.00
(2) The project progress breakdown presented meets the expectations in terms of timeliness and is explained in detail and in an innovative manner. (C4)	0.40						2.00
(3) The project issues and potential risks were briefly highlighted during the project execution, and the presenter managed to propose an alternative solution to resolve or mitigate the project impact. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Confidently explain in a fluent manner the project's progress and engage the audience in discussion or by raising questions. (A4).	0.40						2.00
(2) Prepare a short visual presentation of the current project tasks with a lot of data and information. (A4)	0.40						2.00
(3) Demonstrate a good understanding of the project and its related tasks in terms of the project's goals, detailed execution, and expectations during the question and answer session. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO6 -> CLO4 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The candidate's work is reliable and persistently delivered the tasks accordingly, and they fairly contribute to the quality of work for project implementation. (A3)	0.40						2.00
(2) Adhere to good work ethics by showing determination and commitment to deliver the job, and always strive to meet and exceed expectations and seek opportunities to learn new skills for performance improvement. (A4)	0.40						2.00
(3) Demonstrate good time management skills by being persistently punctual when reporting for work and delivering the outputs prior to the deadline. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

3) LOG BOOK – (University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO6 -> CLO4 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The candidate's reported work activities via log book and submitted log book consistently based on the specified dateline. (A3)	0.80						4.00
(2) Explain a detailed, accurate, and comprehensive description of daily project progress based on actual work activities that have been approved by the industry's coach. (A4)	0.80						4.00
(3) Formulate a new idea or insight for the recommendation to resolve an existing issue encountered while working on the project. (A4)	0.40						2.00
Total Points/ Marks	**2.00**						**10.00**

4) PROJECT DOCUMENTATION – (Industry: 35%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO3 -> CLO2 (20%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The expectations and outcomes of the project are clearly defined and described (C3)	1.00						5.00
(2) Preparing a schedule of project activities/ tasks with realistic due dates. (C3)	1.00						5.00
(3) The implementation of project tasks or activities completed on time (C3)	1.00						5.00
(4) Identified and corrected all problems encountered during project execution (C4)	1.00						5.00
Total Points/ Marks	**5.00**						**20.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Demonstrates understanding of project by analyzing and synthesizing relevant information (A3)	0.40						2.00
(2) Organize detailed attention to and successful execution of project particular to project expectation, deliverables in a coherent manner. (A4)	0.40						2.00
(3) Arrange appropriate use of technology/visual elements to enhance message and improve understanding of audience. (A4)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

LAMPIRAN 13
RUBRIK PENILAIAN KURSUS CSM4993/CSM4908-I

PLO6 -> CLO4 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Complete work of the highest quality that reflects the best effort and consistently strives to improve work on the given project. (A4)	0.40						2.00
(2) Demonstrate the full commitments and undertake the assignment of project tasks in a professional manner and protect the confidential information of the project. (A4)	0.40						2.00
(3) Joins in project discussions and actively contributes ideas or opinions to the ongoing project. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO7 -> CLO5 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Prepare to work independently with minimal supervision expectations and always be highly motivated to deliver the project or tasks. (A4)	0.40						2.00
(2) Demonstrate good time management skills by delivering the outputs prior to the deadline. (A3)	0.40						2.00
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The expectations and outcomes of the project are clearly defined and described (C3)	0.50						2.50
(2) Preparing a schedule of project activities/ tasks with realistic due dates. (C3)	0.50						2.50
(3) The implementation of project tasks or activities completed on time (C3)	0.50						2.50
(4) Identified and corrected all problems encountered during project execution (C4)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

LAMPIRAN 13
RUBRIK PENILAIAN KURSUS CSM4993/CSM4908-I

FINAL ASSESSMENT

5) FINAL PRESENTATION (Industry: 5%, University: 20%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.40						2.00
(2) Organize presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.40						2.00
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Summarise in a clear and comprehensive way the most or all specific activities or tasks required to complete the project. (C4)	0.50						2.50
(2) Illustrate accurate and complete information on the project's completion based on the given tasks while executing the project. (C4)	0.50						2.50
(3) Demonstrate the use of all or selected project tools or templates correctly. (C3)	0.50						2.50
(4) Outline project lessons learned upon doing the project by providing insightful data for the project and appropriate recommendations for improvement. (C4)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

PLO4 -> CLO3 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.40						2.00
(2) Organize presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.40						2.00
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO7 -> CLO5 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Prepare to work independently with minimal supervision expectations and always be highly motivated to deliver the project or tasks. (A4)	0.40						2.00
(2) Demonstrate good time management skills by delivering the outputs prior to the deadline. (A3)	0.40						2.00
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

LAMPIRAN 14
RUBRIK PENILAIAN KURSUS CSM4994 / CSM4918-I

CONTINUOUS ASSESSMENT

1) OBSERVATION – (Industry: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO2 -> CLO1 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Constructs the applications or solutions based on the requirements stated. (P4)	0.40						2.00
(2) Display the capabilities to develop and support the continuous growth of the system based on task delegations and any new requirements. (P4)	0.40						2.00
(3) Response with highly technical skills to transform the system requirements into a workable system or solutions. (P3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Analyse the system requirements or tasks given within the context of the system development scope. (C4)	0.40						2.00
(2) Break down the requirements into a smaller design based on requirement elicitation. (C4)	0.40						2.00
(3) Apply the methods, techniques, or tools to express the output of the requirements in an efficient way. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

2) PROJECT DOCUMENTATION – (Industry: 20%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Illustrate the system requirements or tasks given comprehensively, clearly, and in an accurate manner. (C4)	0.40						2.00
(2) Outline the requirements in a clear, concise, and verifiable manner by the industry's coach. (C4)	0.40						2.00
(3) Apply the methods, techniques, or tools to produce a solution based on stated requirements in an efficient way. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Confidently explain in a fluent manner the project's progress and output, and be able to engage the audience in reading the project report. (A4).	0.40						2.00
(2) Prepare a visual presentation of the current project outputs with supporting data and information. (A4)	0.40						2.00
(3) Demonstrate a good understanding of the project and its related tasks in terms of the project's outputs, detailed execution, and expectations in the report. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

LAMPIRAN 14
RUBRIK PENILAIAN KURSUS CSM4994/CSM4918-I

PLO6 -> CLO4 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The candidate's work is reliable and persistently delivered the tasks accordingly, and they fairly contribute to the quality of work for system development or technical tasks. (A3)	0.40						2.00
(2) Adhere to good work ethics by showing determination and commitment to deliver the job, and always strive to meet and exceed project expectations. (A4)	0.40						2.00
(3) Demonstrate good time management skills by persistently delivering the project outputs prior to the deadline. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO7 -> CLO5 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Prepare to solve problems with minimal supervision and always assess all the options to find the best solution to fix the problems. (A4)	0.40						2.00
(2) Organize an effort to adapt to learning new technologies and positively possess the confidence to accept the challenge. (A4)	0.40						2.00
(3) Demonstrate good written communication skills throughout, clearly and confidently interpreting the outputs of system development or any given tasks to the reader. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Illustrate the system requirements or tasks given comprehensively, clearly, and in an accurate manner. (C4)	0.80						4.00
(2) Outline the requirements in a clear, concise, and verifiable manner by the industry's coach. (C4)	0.80						4.00
(3) Apply the methods, techniques, or tools to produce a solution based on stated requirements in an efficient way. (C3)	0.40						2.00
Total Points/ Marks	**2.00**						**10.00**

FINAL ASSESSMENT

3) FINAL PRESENTATION – (Industry: 10%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not meet or seldomly met	**1**	**Poor**

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the system requirements or tasks given comprehensively, clearly, and in an accurate manner. (C4)	0.40						2.00
(2) Formulate a proper solution to accomplish the project tasks effectively. (C4)	0.40						2.00
(3) Propose methods, techniques, or tools to complete the project work in an efficient way. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.40						2.00
(2) Organise presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.40						2.00
(3) Propose a reasonable answer to share the ideas or solve any problems based on questions and answers session. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.40						2.00
(2) Organise presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.40						2.00
(3) Propose a reasonable answer to share the ideas or solve any problems based on questions and answers session. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO6 -> CLO4 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the development or technical tasks accordingly, and fairly contribute to the quality of work for system development or technical tasks. (A4)	0.40						2.00
(2) Adhere to good work ethics based on determination and commitment to deliver the job, and always strive to meet project expectations. (A4)	0.40						2.00
(3) Demonstrate good time management skills by persistently delivering the project outputs prior to the deadline. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

4) PROJECT OUTPUT – (Industry: 30%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not meet or seldomly met	**1**	**Poor**

PLO2 -> CLO1 (20%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Constructs the applications or solutions based on the requirements stated. (P4)	1.00						5.00
(2) Display the capabilities to develop and support the continuous growth of the system based on task delegations and any new requirements. (P4)	1.00						5.00
(3) Manipulate appropriate methods or techniques to develop or accomplish the project tasks based on the guidelines from the industry's coach. (A4)	1.00						5.00
(4) Response with highly technical skills to transform the system requirements into a workable system or solutions. (P3)	1.00						5.00
Total Points/ Marks	**1.00**						**20.00**

CLO2 -> Analyse solutions based on development requirements and appropriate implementation methods

PLO3 -> CLO2 (10%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Analyse the system requirements or tasks given comprehensively, clearly, and successfully transform them into the expected outputs. (C4)	0.50						2.50
(2) Illustrate the working model of the system or any task that emphasizes the system's functionalities. (C4)	0.50						2.50
(3) Demonstrate the capability to deliver project outputs that meet the minimum business requirements. (C3)	0.50						2.50
(4) Apply an appropriate methods or techniques to complete the development works or tasks in an efficient way. (C3)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

PLO3 -> CLO2 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Analyse the system requirements or tasks given comprehensively, clearly, and successfully transform them into the expected outputs. (C4)	0.50						2.50
(2) Illustrate the working model of the system or any task that emphasizes the system's functionalities. (C4)	0.50						2.50
(3) Demonstrate the capability to deliver project outputs that meet the minimum business requirements. (C3)	0.50						2.50
(4) Apply an appropriate methods or techniques to complete the development works or tasks in an efficient way. (C3)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

2) PROGRESS PRESENTATION – (Industry: 15%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Point out the objective and statement of work for each project task are elaborated and addressed clearly in line with the execution of the on-going project. (C4)	0.40						2.00
(2) The project progress breakdown presented meets the expectations in terms of timeliness and is explained in detail and in an innovative manner. (C4)	0.40						2.00
(3) The project issues and potential risks were briefly highlighted during the project execution, and the presenter managed to propose an alternative solution to resolve or mitigate the project impact. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Confidently explain in a fluent manner the project's progress and engage the audience in discussion or by raising questions. (A4).	0.40						2.00
(2) Prepare a short visual presentation of the current project tasks with a lot of data and information. (A4)	0.40						2.00
(3) Demonstrate a good understanding of the project and its related tasks in terms of the project's goals, detailed execution, and expectations during the question and answer session. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO5 -> CLO4 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain and address the customer's needs or any issues by establishing communication and speaking articulately in a good manner. (A4)	0.40						2.00
(2) Demonstrate good problem-solving skills by analysing the issues and proposing alternative solutions to solve them in a timely manner. (A3)	0.40						2.00
(3) Initiate the ability to understand and show empathy for the customers or project team members when they are an issues related to the project. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

3) LOG BOOK – (University: 5%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO6 -> CLO5 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The candidate's reported work activities via log book and submitted log book consistently based on the specified dateline. (A3)	0.80						4.00
(2) Explain a detailed, accurate, and comprehensive description of daily project progress based on actual work activities that have been approved by the industry's coach. (A4)	0.80						4.00
(3) Formulate a new idea or insight for the recommendation to resolve an existing issue encountered while working on the project. (A4)	0.40						2.00
Total Points/ Marks	**2.00**						**10.00**

4) OBSERVATION – (Industry: 5%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO9-> CLO7 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Organise the success of the project by facilitating the project implementation and sharing it across the project team members. (A4)	0.40						2.00
(2) Demonstrate being a regular and active participant in the project discussion and making a strong positive contribution to the success of the project. (A3).	0.40						2.00
(3) Demonstrates learning and growth from self-reflection based on project experiences and on-going learning and work in the organisation. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

4) PROJECT DOCUMENTATION – (Industry: 25%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO3 -> CLO2 (10%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The expectations and outcomes of the project are clearly defined and described (C3)	0.50						2.50
(2) Preparing a schedule of project activities/ tasks with realistic due dates. (C3)	0.50						2.50
(3) The implementation of project tasks or activities completed on time (C3)	0.50						2.50
(4) Identified and corrected all problems encountered during project execution (C4)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(4) Demonstrates understanding of project by analyzing and synthesizing relevant information (A3)	0.40						2.00
(5) Organise detailed attention to and successful execution of project particular to project expectation, deliverables in a coherent manner. (A4)	0.40						2.00
(6) Arrange appropriate use of technology/visual elements to enhance message and improve understanding of audience. (A4)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

LAMPIRAN 15
RUBRIK PENILAIAN KURSUS CSM4995/CSM4928-I

PLO6 -> CLO5 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Complete work of the highest quality that reflects the best effort and consistently strives to improve work on the given project. (A4)	0.40						2.00
(2) Demonstrate the full commitments and undertake the assignment of project tasks in a professional manner and protect the confidential information of the project. (A4)	0.40						2.00
(3) Joins in project discussions and actively contributes ideas or opinions to the ongoing project. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO7 -> CLO6 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Prepare to work independently with minimal supervision expectations and always be highly motivated to deliver the project or tasks. (A4)	0.40						2.00
(2) Demonstrate good time management skills by delivering the outputs prior to the deadline. (A3)	0.40						2.00
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily 3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The expectations and outcomes of the project are clearly defined and described (C3)	0.50						2.50
(2) Preparing a schedule of project activities/tasks with realistic due dates. (C3)	0.50						2.50
(3) The implementation of project tasks or activities completed on time (C3)	0.50						2.50
(4) Identified and corrected all problems encountered during project execution (C4)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

FINAL ASSESSMENT

5) FINAL PRESENTATION (Industry: 25%, University: 5%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	5	Excellent
Standards met often or frequently	4	Good
Standards met occasionally, and improvement needed	3	Moderate
Standards met minimum expectation	2	Weak
Standards are not met or seldomly met	1	Poor

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Summarise in a clear and comprehensive way the most or all specific activities or tasks required to complete the project. (C4)	0.40						2.00
(2) Illustrate accurate and complete information on the project's completion based on the given tasks while executing the project. (C4)	0.40						2.00
(3) Demonstrate the use of all or selected project tools or templates correctly. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (10%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.70						3.50
(2) Organise presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.70						3.50
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.60						3.00
Total Points/ Marks	**2.00**						**10.00**

LAMPIRAN 15
RUBRIK PENILAIAN KURSUS CSM4995/CSM4928-I

PLO5 -> CLO4 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Prepare to work independently with minimal supervision expectations and always be highly motivated to deliver the project or tasks. (A4)	0.40						2.00
(2) Demonstrate good teamwork skills by coordinating with team members to deliver the outputs prior to the deadline. (A3)	0.40						2.00
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO7 -> CLO6 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Prepare to learn quickly how to execute the project with the minimum supervision. (A4)	0.40						2.00
(2) Demonstrate good time management skills by delivering the outputs prior to the deadline. (A3)	0.40						2.00
(3) Initiate good communication skills while presenting the project outcomes during the final presentation session. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.40						2.00
(2) Organise presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.40						2.00
(3) Follows the project communication, either verbal or written, among the project team members, ensuring effective coordination across the project team. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

CONTINUOUS ASSESSMENT

1) OBSERVATION – (Industry: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO2 -> CLO1 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Constructs the applications or solutions based on the requirements stated. (P4)	0.40						2.00
(2) Display the capabilities to develop and support the continuous growth of the system based on task delegations and any new requirements. (P4)	0.40						2.00
(3) Response with highly technical skills to transform the system requirements into a workable system or solutions. (P3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Analyse the system requirements or tasks given within the context of the system development scope. (C4)	0.40						2.00
(2) Break down the requirements into a smaller design based on requirement elicitation. (C4)	0.40						2.00
(3) Apply the methods, techniques, or tools to express the output of the requirements in an efficient way. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

2) PROJECT DOCUMENTATION – (Industry: 20%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Illustrate the system requirements or tasks given comprehensively, clearly, and in an accurate manner. (C4)	0.40						2.00
(2) Outline the requirements in a clear, concise, and verifiable manner by the industry's coach. (C4)	0.40						2.00
(3) Apply the methods, techniques, or tools to produce a solution based on stated requirements in an efficient way. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Confidently explain in a fluent manner the project progress and output, and be able to engage the audience in reading the project report. (A4).	0.40						2.00
(2) Prepare a visual presentation of the current project outputs with supporting data and information. (A4)	0.40						2.00
(3) Demonstrate a good understanding of the project and its related tasks in terms of the project outputs, detailed execution, and expectations in the report. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

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PLO6 -> CLO4 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) The candidate's work is reliable and persistently delivered the tasks accordingly, and they fairly contribute to the quality of work for system development or technical tasks. (A3)	0.40						2.00
(2) Adhere to good work ethics by showing determination and commitment to deliver the job, and always strive to meet and exceed project expectations. (A4)	0.40						2.00
(3) Demonstrate good time management skills by persistently delivering the project outputs prior to the deadline. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO7 -> CLO5 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Prepare to solve problems with minimal supervision and always assess all the options to find the best solution to fix the problems. (A4)	0.40						2.00
(2) Organise an effort to adapt to learning new technologies and positively possess the confidence to accept the challenge. (A4)	0.40						2.00
(3) Demonstrate good written communication skills throughout, clearly and confidently interpreting the outputs of system development or any given tasks to the reader. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Illustrate the system requirements or tasks given comprehensively, clearly, and in an accurate manner. (C4)	0.80						4.00
(2) Outline the requirements in a clear, concise, and verifiable manner by the industry's coach. (C4)	0.80						4.00
(3) Apply the methods, techniques, or tools to produce a solution based on stated requirements in an efficient way. (C3)	0.40						2.00
Total Points/ Marks	**2.00**						**10.00**

FINAL ASSESSMENT

3) FINAL PRESENTATION – (Industry: 10%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO3 -> CLO2 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the system requirements or tasks given comprehensively, clearly, and in an accurate manner. (C4)	0.40						2.00
(2) Formulate a proper solution to accomplish the project tasks effectively. (C4)	0.40						2.00
(3) Propose methods, techniques, or tools to complete the project work in an efficient way. (C3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.40						2.00
(2) Organise presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.40						2.00
(3) Propose a reasonable answer to share the ideas or solve any problems based on questions and answers session. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO4 -> CLO3 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the project presentation in a well-designed structure to communicate with the audience. The session indicates the remarkable use of important points while implementing the project and attracting audience engagement. (A4)	0.40						2.00
(2) Organise presentation of the project is clear and well developed. The contents of the presentation are fully supported by project outputs, evidence, and supporting data. (A4).	0.40						2.00
(3) Propose a reasonable answer to share the ideas or solve any problems based on questions and answers session. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO6 -> CLO4 (5%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Explain the development or technical tasks accordingly, and fairly contribute to the quality of work for system development or technical tasks. (A4)	0.40						2.00
(2) Adhere to good work ethics based on determination and commitment to deliver the job, and always strive to meet project expectations. (A4)	0.40						2.00
(3) Demonstrate good time management skills by persistently delivering the project outputs prior to the deadline. (A3)	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

4) PROJECT OUTPUT – (Industry: 30%, University: 10%)

Rubrics	Score	Scoring Scale
Standards met consistently, and expectations exceeded	**5**	**Excellent**
Standards met often or frequently	**4**	**Good**
Standards met occasionally, and improvement needed	**3**	**Moderate**
Standards met minimum expectation	**2**	**Weak**
Standards are not met or seldomly met	**1**	**Poor**

PLO2 -> CLO1 (15%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Constructs the applications or solutions based on the requirements stated. (P4)	1.00						5.00
(2) Display the capabilities to develop and support the continuous growth of the system based on task delegations and any new requirements. (P4)	0.50						2.50
(3) Manipulate appropriate methods or techniques to develop or accomplish the project tasks based on the guidelines from the industry's coach. (A4)	1.00						5.00
(4) Response with highly technical skills to transform the system requirements into a workable system or solutions. (P3)	0.50						2.50
Total Points/ Marks	**3.00**						**15.00**

PLO3 -> CLO2 (10%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Analyse the system requirements or tasks given comprehensively, clearly, and successfully transform them into the expected outputs. (C4)	0.50						2.50
(2) Illustrate the working model of the system or any task that emphasizes the system's functionalities. (C4)	0.50						2.50
(3) Demonstrate the capability to deliver project outputs that meet the minimum business requirements. (C3)	0.50						2.50
(4) Apply an appropriate methods or techniques to complete the development works or tasks in an efficient way. (C3)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

PLO8 -> CLO6 (5%): Rubrics for Industry

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Identify the business opportunity for solutions or the outputs developed from the project. (A4)	0.40						2.00
(2) Explain the most valuable values and distil information about the products or solutions that can potentially attract the prospect. (A3)	0.40						2.00
(3) Demonstrate the number of features on the solutions or products that can make prospects understand the benefits and functionality. (A3	0.20						1.00
Total Points/ Marks	**1.00**						**5.00**

PLO3 -> CLO2 (10%): Rubrics for University

Criteria	Weight	Weak (1 mark)	Moderate (2 marks)	Satisfactorily (3 marks)	Good (4 marks)	Excellent (5 Marks)	Total Marks (Max)
(1) Analyse the system requirements or tasks given comprehensively, clearly, and successfully transform them into the expected outputs. (C4)	0.50						2.50
(2) Illustrate the working model of the system or any task that emphasizes the system's functionalities. (C4)	0.50						2.50
(3) Demonstrate the capability to deliver project outputs that meet the minimum business requirements. (C3)	0.50						2.50
(4) Apply an appropriate methods or techniques to complete the development works or tasks in an efficient way. (C3)	0.50						2.50
Total Points/ Marks	**2.00**						**10.00**

Industrial Project 1 Evaluation Rubric

Mark	Description
5	Student's performance is outstanding in all aspects. Displays a high level of knowledge, skill, or understanding. Work is thorough, insightful, and of high quality.
4	Student's performance is above average. Demonstrates a solid understanding or skill level. Work is generally accurate and well-executed, with minor errors.
3	Student's performance meets the basic requirements of the criterion. Work is satisfactory but may lack depth or originality. Performance is adequate, but there is room for improvement.
2	Student's performance is below the expected standards. Work shows significant gaps in understanding or skill. Performance needs substantial improvement to meet basic expectations.
1	Student's performance does not meet the minimum requirements. Work is incomplete, incorrect, or demonstrates a lack of effort. Performance is unsatisfactory and fails to meet the basic criteria.

Proposal Evaluation (10%)
Industry Supervisor

CLO	Criteria	Description	Marks
CLO1	Relevance of Proposal to Industry Needs	How well the proposal aligns with current industry challenges and trends. A highly relevant proposal should address an existing problem with innovative solutions.	
CLO1	Feasibility of Implementation	The practicality of executing the proposed project within the given constraints, such as budget, timeline, and available technology.	
CLO1	Technical Soundness	The technical approach is clearly defined, well-structured, and logically developed based on industry best practices.	
CLO1	Use of Data Analytics	The extent to which data analytics techniques are incorporated to enhance decision-making, efficiency, or problem-solving.	
CLO1	Industry Standard Compliance	The proposal follows established industry standards and regulations to ensure safety, efficiency, and reliability.	

Progress Report 1 Evaluation (20%)
Industry Supervisor

CLO	Criteria	Description	Marks
CLO2	Problem Identification	Identify suitable problem in the industry that can potentially be solved.	
CLO2	Data Identification	Identify related data that may be used for completing the project.	
CLO2	Data Handling	The efficiency of data collection and storage techniques used within the project.	
CLO2	Technical Problem-Solving Suggestion	The ability to suggest analysis and troubleshooting technical issues that arise during development.	
CLO2	Programming Suggestion	The efficiency, optimization, and functionality of the suggested programming approach in relation to the project requirements.	
CLO2	Application of Industrial Learning	How well industry knowledge and best practices have been proposed in the project implementation.	
CLO2	Project Progress	Tracks the project's development in relation to the initial plan, considering whether milestones are met as scheduled.	

Progress Report 2 Evaluation (20%)
Industry Supervisor

CLO	Criteria	Description	Marks
CLO2	Data Cleaning	Manage to use appropriate method to clean up the data that was collected.	
CLO2	Data Processing	Assesses the ability to process the data, for example identification of missing data, handling of missing data, and transforming the data.	
CLO2	Adherence to Industry Practices	Checks if the project implementation follows industry-standard methodologies and frameworks.	
CLO2	Problem-Solving & Debugging	Assesses the ability to identify, troubleshoot, and resolve technical issues in a systematic manner.	
CLO2	Project Implementation Progress	Evaluates the progress of implementation based on the planned timeline and deliverables.	

Presentation Evaluation (10%)
Industry Supervisor

CLO	Criteria	Description	Marks
CLO3	Technical Content & Depth	Measures the quality, depth, and relevance of technical content in the presentation.	
CLO3	Data Analytics Application	Assesses how effectively data analytics techniques are presented and utilized in the project.	
CLO3	Problem-Solving & Innovation	Evaluates the originality of problem-solving approaches and innovative solutions introduced.	
CLO3	Industry Relevance & Practicality	Determines how well the project aligns with real-world industry needs and applications.	
CLO3	Use of Visuals (Graphs, Diagrams, Tables, etc.)	Examines the quality, clarity, and usefulness of visual aids in enhancing understanding.	
CLO3	Handling of Q&A (Technical Responses)	Assesses the ability to respond confidently and accurately to technical questions.	

Project Documentation Evaluation (10%)
Industry Supervisor

CLO	Criteria	Description	Marks
CLO5	Technical Accuracy	Ensures all technical aspects of the project are correctly documented and free from major errors.	
CLO5	Data Analytics Implementation	Assesses how well analytics techniques are integrated into the project documentation.	
CLO5	Methodology & Process Explanation	Evaluates the clarity and completeness of process explanations.	
CLO5	Results & Findings	Measures the depth and clarity of documented results and their interpretations.	
CLO5	Use of Industry Standards	Ensures compliance with best practices and industry regulations.	
CLO5	Project Impact & Industrial Application	Assesses the potential real-world impact and usability of the project.	

Proposal Evaluation (5%)
UMT Supervisor

CLO	Criteria	Description	Marks
CLO3	Proposal Clarity	Measures how well the proposal is structured, whether it is written in a logical and coherent manner, and how easily the ideas can be understood.	
CLO3	Communicatio n of Ideas	Assesses the ability to convey key concepts convincingly, ensuring that technical and business aspects are effectively presented.	
CLO4	Ethical Consideration	Evaluates if ethical aspects such as data privacy, fairness, and integrity have been considered in the project proposal.	

Progress Report 1 Evaluation (5%)
UMT Supervisor

CLO	Criteria	Description	Marks
CLO3	Clarity of Progress Report	Evaluates how well the report is written, structured, and organized for readability.	
CLO3	Communication with Supervisor	Assesses the level of engagement and responsiveness in discussions with the supervisor.	
CLO4	Professionalism & Work Ethics	Measures adherence to professional behavior, ethical conduct, and teamwork during the project.	

Progress Report 2 Evaluation (5%)
UMT Supervisor

CLO	Criteria	Description	Marks
CLO3	Communication of Report	Evaluates the clarity and effectiveness of conveying project updates in the report.	
CLO4	Work Discipline & Time Management	Assesses how well deadlines and time commitments are managed throughout the project based on given timeline.	
CLO4	Ethical Considerations in Implementation	Ensures ethical concerns, such as responsible AI use and data privacy, are addressed in the project.	

Presentation Evaluation (10%)
UMT Supervisor

CLO	Criteria	Description	Marks
CLO3	Clarity & Structure of Presentation	How well the presentation is structured, its logical flow, and ease of understanding.	
CLO3	Oral Communication & Confidence	Assesses confidence, clarity, and engagement in verbal communication.	
CLO3	Audience Engagement	The ability to interact and maintain the interest of the audience.	
CLO3	Time Management & Pacing	The presentation is well-paced and fits within the allotted time.	
CLO4	Professionalism & Attire	Measures professionalism in terms of attire, behavior, and delivery.	
CLO4	Ethical Consideration in Content & Presentation	No plagiarism, misleading content, or unethical presentation practices.	

Project Documentation Evaluation (5%)
UMT Supervisor

CLO	Criteria	Description	Marks
CLO5	Report Structure & Organization	Evaluates the document's logical flow and readability.	
CLO5	Writing Clarity & Grammar	Measures the quality of writing, grammar, and professionalism.	
CLO5	Citations & References	Checks if sources are cited properly using an appropriate referencing format.	
CLO5	Ethical Considerations in Documentation	Ensures there is no plagiarism or unethical content.	
CLO5	Use of Visuals (Graphs, Charts, Tables, etc.)	Examines the effectiveness of visuals in supporting the content.	
CLO5	Final Report Formatting & Presentation	Checks overall formatting and adherence to required guidelines.	

Project Management 1 Evaluation Rubric
Log Book (15%)
Industry Supervisor

CLO	Criteria	Description	Mark
CLO1	Task Execution & Industry Engagement	Evaluates the student's ability to complete assigned tasks independently and contribute effectively in an industry setting.	
CLO1	Time Management & Punctuality	Assesses the student's ability to meet deadlines and follow schedules in project-related tasks.	
CLO2	Log Book Completeness & Organization	Evaluates the student's consistency in recording industry experiences, challenges, and progress in a structured log book.	
CLO2	Reflection & Learning Documentation	Measures the depth of reflection and learning from industry tasks recorded in the log book.	
CLO3	Problem-Solving & Adaptability in Industry	Assesses the student's ability to solve industry challenges and adapt to new work environments.	

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Progress Report (30%)
Industry Supervisor

CLO	Criteria	Description	Mark
CLO1	Problem Identification (Scoping)	Identify suitable problem in the industry that can potentially be solved.	
CLO1	Clarity of project scope & objectives (Scoping)	Defines project deliverables, expected outcomes, and alignment with business & data analytics goals.	
CLO1	Feasibility analysis (Scoping)	Evaluates project feasibility in terms of resources, time, and data availability.	
CLO2	Defining project tasks & milestones (Planning)	Breaks project into structured tasks with milestones using Work Breakdown Structure (WBS).	
CLO2	Stakeholder engagement & feedback incorporation (Planning)	Documents stakeholder interactions, feedback, and project adjustments based on recommendations.	
CLO3	Data collection & analysis strategy (Scoping)	Clearly defines methods for collecting, analyzing, and processing data in a structured and logical manner.	
CLO3	Innovation in project planning (Planning)	Demonstrates creative solutions for optimizing project workflow and improving efficiency.	
CLO3	Risk identification & mitigation plan (Scoping)	Identifies potential risks, assesses their impact, and provides mitigation strategies.	
CLO4	Industry compliance & ethical considerations (Scoping)	Ensures the project follows professional ethics, data privacy laws, and industry standards.	
CLO5	Timeline & resource allocation (Planning)	Uses scheduling tools (Gantt charts, resource allocation plans) to manage project progress effectively.	

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Project Documentation (20%)
Industry Supervisor

CLO	Criteria	Description	Mark
CLO1	Completeness of project documentation (Scoping)	Includes all required sections: problem statement, objectives, scope, methodology.	
CLO2	Project planning & structure (Planning)	Clearly outlines project tasks, dependencies, milestones, and logical workflow.	
CLO3	Quality of technical content & analysis (Scoping)	Ensures accurate, logical, and well-supported project analysis with correct data interpretations.	
CLO3	Risk assessment & project feasibility (Scoping)	Provides relevant ideas on risk analysis, feasibility study, and justifications for project approach.	
CLO4	Industry compliance & standardization (Scoping)	Ensures proper formatting, citations, and adherence to professional documentation standards.	
CLO5	Data-driven decision-making (Planning)	Documentation reflects appropriate use of data analytics tools, decision-making processes, and logical justifications.	
CLO5	Innovation in project execution (Planning)	Demonstrates unique problem-solving techniques, workflow optimization, and efficiency improvements.	
CLO5	Practical application of innovation	Evaluation of the effectiveness and added value of implemented innovative solutions.	

Presentation (5%)
Industry Supervisor

CLO	Criteria	Description	Mark
CLO2	Audience Interaction & Responsiveness	Evaluates the student's ability to handle audience engagement and respond to questions effectively.	
CLO2	Oral Communication & Confidence	Assesses the student's ability to speak confidently, engage with the audience, and convey ideas effectively.	
CLO3	Logical Flow & Content Delivery	Measures the smooth transition between topics and the logical sequence of presented ideas.	
CLO3	Clarity & Structure of Presentation	Evaluates how well the presentation is organized and logically structured.	
CLO4	Originality	The project is not a duplicate. It can be either a new project or an extension from a previous project.	
CLO5	Use of Visuals & Data Representation	Measures the effectiveness of data visuals in communicating project findings.	
CLO5	Technical Depth & Explanation	Assesses how well the student explains the technical aspects of the project.	

Presentation (10%)
UMT Supervisor

CLO	Criteria	Description	Mark
CLO2	Oral Communication & Confidence	Assesses the student's ability to speak confidently, engage with the audience, and convey ideas effectively.	
CLO2	Audience Interaction & Responsiveness	Evaluates the student's ability to handle audience engagement and respond to questions effectively.	
CLO3	Clarity & Structure of Presentation	Evaluates how well the presentation is organized and logically structured.	
CLO3	Logical Flow & Content Delivery	Measures the smooth transition between topics and the logical sequence of presented ideas.	
CLO4	Professionalism & Ethical Presentation	Measures adherence to ethical guidelines in content presentation, including proper citation and professionalism.	
CLO5	Use of Visuals & Data Representation	Measures the effectiveness of data visuals in communicating project findings.	

Presentation (Proposal Defense) (20%)
UMT Supervisor

CLO	Criteria	Description	Mark
CLO1	Technical Feasibility & Innovation	Assesses whether the project is technically feasible and includes innovative elements.	
CLO1	Project Scope & Deliverables	Evaluates the clarity and realism of project scope and deliverables.	
CLO2	Persuasiveness & Communication Skills	Measures how effectively the student presents arguments and supports	
CLO3	Proposal Clarity & Justification	Evaluates the student's ability to clearly define the project scope, objectives, and justification.	
CLO3	Problem Statement & Objectives	Measures how well the student presents a well-defined problem statement and structured objectives.	
CLO5	Contribution	Contributes new ideas to solve problems in industry.	

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