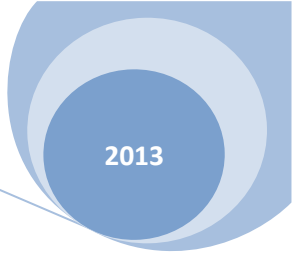




USER MANUAL


[\[QUICK REFERENCE\]](#)

PROJECT : STUDENT MANAGEMENT SYSTEM
MODULE : E PROGRESS REPORT
DATE : FEBRUARY 2013
VERSION : 1.0



Contents

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4.	SECTION D : APPROVAL BY CGS DEAN.....	16
5.	SECTION E : PRINT REPORT.....	18
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~ Welcome to e-Progress Report ~

Introduction to e-Progress Report

This system is to allow a student to submit his/her progress report to his/her respective supervisor or panel of supervisors.

You are to write a progress report to inform your supervisor or panel of supervisors about the progress you have made on your thesis over a certain period of time. In this case it is for the past one (1) semester.

Functions and Contents of Progress Reports

In the progress report, you are to explain any or all of the following:

- How much of the work is complete
- What part of the work is currently in progress
- What work remains to be done
- What problems or unexpected things, if any, have arisen
- How the project is progressing in general

The Progress Reports have several important functions:

- Reassure supervisor or panel of supervisors that you are making progress, that the project is going smoothly, and that it will be complete by the expected date.
- Provide supervisor or panel of supervisors with a brief look at some of the findings or some of the work of the project.
- Give supervisor or panel of supervisors a chance to evaluate your work on the project and to request changes.
- Give you a chance to discuss problems in the project and thus to forewarn supervisor or panel of supervisors.
- Force you to establish a work schedule so that you'll complete the project on time.



Please enter your Matric No / Staff No and Password accurately

Matric No / Staff No :

Password :

**eProgress Report submission begins at
05 September 2012 until 04 October 2012**

[Help me! I forgot my password](#)

To change your password :
For Student click [here](#).
For Staff/Lecturer click [here](#).

Your reference :
[Using e-Progress Report \(User Manual\)](#)
[e-Progress Report Flow Chart](#)

Any questions please contact:
*Ms. Herywaty bt Ten (082-581000 ext. 2340 / therywaty@pps.unimas.my)
*Mdm. Adeline Ann Ak Lubi (082-581000 ext. 2344 / ann@pps.unimas.my)

Any questions regarding system, email to:
smttechnicalsupport@cicts.unimas.my
(082-581000 ext. 3876 / 3853)

Figure 01: e Progress Report Module.

- url : [https:// cgsweb.unimas.my/eProgressReport](https://cgsweb.unimas.my/eProgressReport)

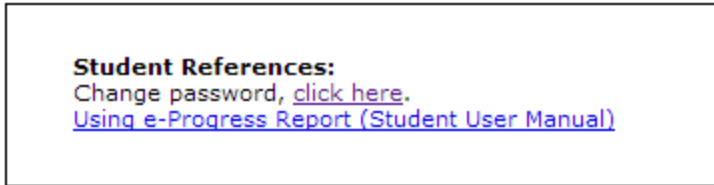


Figure 02 : Student references.

Student References

Option 1 :

- Enable student to change password.

Option 2 :

- Enable student to access user manual, a step by step guide how to use eProgress Report Module.

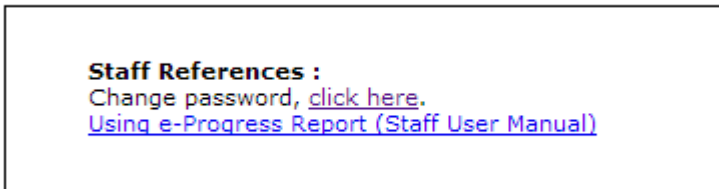


Figure 03 : References for lecturers/FPC's/Deans/Deputy Deans.

Staff References

Option 3 :

- Enable user (staffs/lecturers/FPC's/Deans) to change password.
- Redirect user to Student Information System.

Option 4 :

- Enable user to access user manual, a step by step guide how to use eProgress Report Module.

SECTION A : LOGIN

User's guide on how to login to e Progress Report Module and how to retrieve password. Refer to the options/steps below.



Please enter your Matric No / Staff No and Password accurately

Matric No / Staff No :

Password :

Login

eProgress Report submission begins at
05 September 2012 until 04 October 2012

[Help me! I forgot my password](#)

Figure 04 : Login page for users.

Step 1.0

- Enter Login Id :
[Staff No].

Step 2.0

- Enter Password :
[IC No/Passport No].

Step 3.0

- Click 'Login'.

Option 5 : Help me! I forgot my password

- To retrieve password.
- Redirect page to Student Information System (Account Setting-CGS) Module.

Note

Login Id and Password has been sent to your official email address upon account creation by System Administrator.

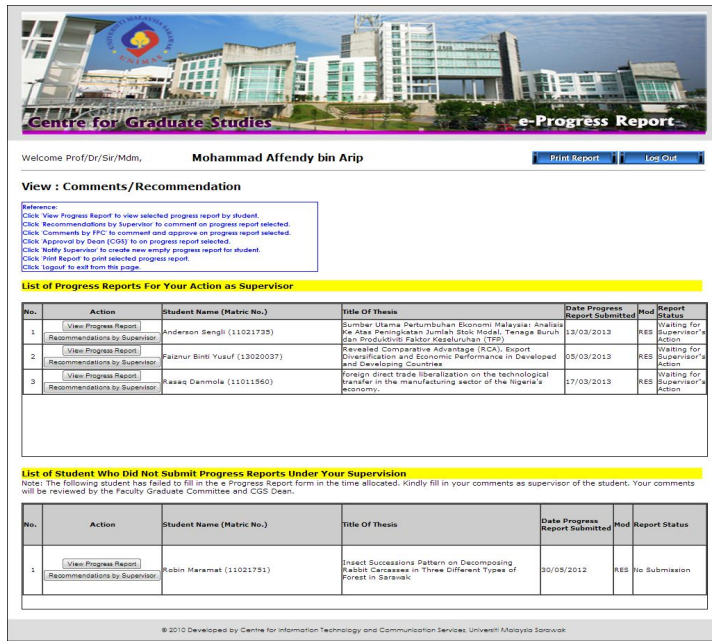


Figure 05 : Supervisor view.

Note
Supervisor's view.

List of progress report submitted by student under their supervision.

Student who failed to submit their progress report shall be listed in 'List of Student Who Did Not Submit Progress Report Under Your Supervision'.

Refer SECTION B : EVALUATION BY SUPERVISOR.

Note
FPC's view.

List of progress reports submitted by student, evaluated by supervisors.

Supervisor can also be appointed as FPC. However as the supervisor of a student, he/she is not eligible to approve students under his/her supervision.

Refer SECTION C : APPROVAL BY FPC.



Figure 06 : FPC view.

Welcome Prof/Dr/Sir/Mdm, **Ernest Cyril De Run** [Print Report](#) [Log Out](#)

View : Comments/Recommendation

Reference:
 Click View Progress Report to view selected progress report by student
 Click Recommendations by Supervisor to comment on progress report selected.
 Click Comments by FFC to comment and approve on progress report selected.
 Click Approval by Dean (CGS) to on progress report selected.
 Click Notify Supervisor to create new empty progress report for student.
 Click Print Report to print selected progress report.
 Click Logout to exit from this page.

List of Progress Reports For Your Action as Supervisor

No record found.

List of Student Who Did Not Submit Progress Reports Under Your Supervision

Note: The following student has failed to fill in the e Progress Report form in the time allocated. Kindly fill in your comments as supervisor of the student. Your comments will be reviewed by the Faculty Graduate Committee and CGS Dean.

No record found.

List of Progress Reports For Your Action as CGS Dean

No.	Action	Student Name (Matric No.)	Title Of Thesis	Date Progress Report Submitted	Mod	Report Status
1	View Progress Report Approval by Dean (CGS)	Karthiyan A/L Krishnamurthy (09021538)	USER'S SATISFACTION AND BEHAVIORAL REACTION: THE IMPACT OF SYNCHRONOUS ONLINE TRAINING	24/03/2013	RES	Waiting For CGS's Action
2	View Progress Report Approval by Dean (CGS)	Alice Heng Lee Fong (09021537)	THE EFFECTS OF EMPLOYEE'S JOB SATISFACTION ON ORGANIZATION CITIZENSHIP BEHAVIOR: THE MODERATING EFFECT OF LEADER-MEMBER EXCHANGE	24/03/2013	RES	Waiting For CGS's Action

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Note

CGS Dean's view.

List of progress report submitted by student, evaluated by supervisor, approved by FPC and waiting actions from CGS Dean.

Refer SECTION D : APPROVAL BY CGS DEAN.

Figure 07 : CGS Dean view.

SECTION B : EVALUATION BY SUPERVISOR

Step 3.1 :

Option 6 :

- ‘View Progress Report’ button.
- Enable supervisor to view selected progress report.
- Refer Step 3.1.1.

Option 7 :

- ‘Recommendation by Supervisor’ button.
- Enable supervisor to evaluate selected progress report.
- Refer Step 3.1.2.

Option 8 :

- ‘Print Report’ button.
- Refer SECTION E.

Option 9 :

- ‘Logout’ button.
- Exit from system.
- Refer SECTION F.

Note

System administrative shall trigger an empty progress report for those who failed to submit their progress within given period of time.

Reference:

- Click 'View Progress Report' to view selected progress report by student.
- Click 'Recommendations by Supervisor' to comment on progress report selected.
- Click 'Comments by FPC' to comment and approve on progress report selected.
- Click 'Approval by Dean (COS)' to on progress report selected.
- Click 'Notify Supervisor' to create new empty progress report for student.
- Click 'Print Report' to print selected progress report.
- Click 'Logout' to exit from this page.

No.	Action	Student Name (Matric No.)	Title Of Thesis	Date Progress Report Submitted	Mod	Report Status
1	View Progress Report Recommendations by Supervisor	Anderson Sengli (11021735)	Sumber Utama Pertumbuhan Ekonomi Malaysia: Analisis Ke Atas Peningkatan Jumlah Stok Modal, Tenaga Buruh dan Produktiviti Faktor Keseluruhan (TFP)	13/03/2013	RES	Waiting for Supervisor's Action
2	View Progress Report Recommendations by Supervisor	Faiznur Binti Yusof (13020037)	Revealed Comparative Advantage (RCA), Export Diversification and Economic Performance in Developed and Developing Countries	09/03/2013	RES	Waiting for Supervisor's Action
3	View Progress Report Recommendations by Supervisor	Razaq Danmola (11011560)	Foreign direct trade liberalization on the technological transfer in the manufacturing sector of the Nigeria's economy.	17/03/2013	RES	Waiting for Supervisor's Action

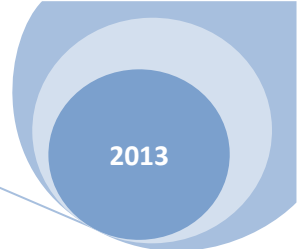
List of Student Who Did Not Submit Progress Reports Under Your Supervision

Note: The following student has failed to fill in the e-Progress Report form in the time allocated. Kindly fill in your comments as supervisor of the student. Your comments will be reviewed by the Faculty Graduate Committee and CGS Dean.

No.	Action	Student Name (Matric No.)	Title Of Thesis	Date Progress Report Submitted	Mod	Report Status
1	View Progress Report Recommendations by Supervisor	Robin Haramat (11021751)	Insect Successions Pattern on Decomposing Rabbit Carcasses in Three Different Types of Forest in Sarawak	30/05/2012	RES	No Submission

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Figure 08 : Supervisor View - List of progress reports submitted by student.



Welcome Prof/Dr/Sr/Mdm, **Ahmad Hata bin Rasit** [View Report Status](#) [Print Report](#) [Log Out](#)

View Comments/Recommendations

SECTION A : COMPLETED BY THE STUDENT

Student Personal Details

Student Name	: Wong Siew Fui
Student Matric No.	: 11021745
Degree by Research	: M.Sc.
Title of Thesis	: Bionomics of Larval Mosquitoes in Coconut Plantation in Asajaya, Sarawak
Supervisor	: Prof. Madya Dr. Nor Aliza Bt. Abdul Rahim
Area of Study	: ENTOMOLOGGI
Faculty	: Faculty of Medicine and Health Sciences(FPMK)

Date Of Registration : 23/09/2011 Expected Date of Completion : 22/09/2014
 Progress Report for Semester : 2012/2013-1

Report Status : Waiting for Supervisor's Action

Research Progress

1) Project Outline

Project were conducted at the Asajaya and Badong Jaya coconut plantation. Each of the coconut plantation have three replicate sites and each replicate site have eight propagation traps there using the plastic container. Three coconuts without the flesh and two coconuts with flesh by old coconuts. Mature coconuts set on the ground at Asajaya and Badong Jaya coconut plantation with three replicates sites. Each replicate site have three coconuts without flesh, three coconuts with flesh and three plastic container. Every observation, the relative humidity and environment temperature for the environment parameters and temperature, pH and CO₂ (Chemical Oxygen Demand) of the water samples were recorded of each replicate site at the coconut plantations. 500 milliliters raining water topped up at each of the oviposition traps. Larvae and pupae at each trap collected and brought back to the laboratory for rearing and identification.

2) Collection of Data

Field work had completed from November 2011 to November 2012 at Asajaya and Badong Jaya coconut plantation. It was one year field work to collect the specimens.

3) Analysis of Data

The data have finished key in and now in the progress of analysis.

4) Chapter (s) Completed and Progress

1) Name of Chapter (s): Introduction, literature review, result and discussion

In the progress of writing.

5)

Proposed of Date Submission : 10/08/2013
 Proposed of Date Defense/Oral : 09/08/2013

6) Problem (s) Faced

Nil.

SECTION B : COMPLETED BY THE PROJECT SUPERVISOR

Comment on the progress of research by the student

1) Comments on Student's Progress :

2) Stage of Thesis :

3) Expected Date of Completion :

4) Rating of Student :

Note : Rating should be based on a scale of 6 (very poor,1 to excellent, 6)

(a) Diligence	0	(b) Attendance :	0
(c) Interest	0	(d) English Proficiency : Written	0
(e) Work quality and efficiency	0	(f) English Proficiency : Oral	0
(g) Ability to work independently	0		
Overall Performance		1	

5) Recommendations :

Action Date :

Supervisor

Recommendations :

SECTION C : COMPLETED BY THE FACULTY OR INSTITUTE GRADUATE COMMITTEE

Comments from the Faculty or Institute Graduate Committee

Action Date

Approval by the Faculty or Institute Graduate Committee

SECTION D : APPROVAL BY DEAN OF CENTRE FOR GRADUATE STUDIES

Action Date

Approval by the Dean of Centre for Graduate Studies

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Step 3.1.1 :

Option 10 :

- ‘View Report Status’ button.
- Redirect supervisor to list of progress report page.
- Refer Step 3.1

Option 11 :

- ‘Print Report’ button.
- Redirect student to printable page of selected progress report.
- Refer SECTION E.

Option 12 :

- ‘Logout’ button.
- Exit from system.
- Refer SECTION F.

Figure 09 : View of progress report submitted by students.

Centre for Graduate Studies e-Progress Report

Welcome Prof/Dr/Sir/Mdm, **Dr. Muhammad Affendy bin Arip** [View Report Status](#) [Print Report](#) [Logout](#)

View Comments/Recommendations

SECTION A : COMPLETED BY THE STUDENT

Student Personal Details

Student Name : Anderson Ramp
 Student Matrik No. : 11011735
 Degree By Research : MSc
 Title of Thesis : **BUKUKER: MAMPU MEMULUTUKAN BUKAN MAMUK. Analisis Ka-Aksa Peningkatan Jumlah Bekal Madat, Tenaga Buruh dan Produknya**
 Supervisor : DR. MUHAMMAD AFFENDY BIN ARI
 Department / Institute : RENCANA STRATEGI
 Faculty : Faculty of Economics and Business (FEB)

Date of Registration : 07/09/2011 **Expected Date of Completion** : 06/09/2013
Progress Report For Semester : 2012/2013-1

Report Status : **Waiting for Supervisor's Action**

Research Progress

1) **Project Outline**

2) **Research Progress**

3) **Stage of Thesis**

4) **Expected Date of Completion**

5) **Rating of Student**

(a) Diligence	1	(b) Attendance	1
(c) Interest	1	(d) English Proficiency : Written	1
(e) Work quality and efficiency	1	(f) English Proficiency : Oral	1
(g) Ability to work independently	1		
Overall Performance :		0	

6) **Recommendations**

Action Date : 20/03/2013
Supervisor Recommendations : To Proceed To be Terminated



SECTION B : COMPLETED BY THE PROJECT SUPERVISOR

Comment on the progress of research by the student

1) **Comments on Student's Progress**

2) **Stage of Thesis**

3) **Expected Date of Completion**

4) **Rating of Student**

Note : Rating should be based on a scale of 6 (very poor,1 to excellent, 6)

(a) Diligence	1	(b) Attendance	1
(c) Interest	1	(d) English Proficiency : Written	1
(e) Work quality and efficiency	1	(f) English Proficiency : Oral	1
(g) Ability to work independently	1		
Overall Performance :		0	

5) **Recommendations**

Action Date : 20/03/2013
Supervisor Recommendations : To Proceed To be Terminated

Step 3.1.2 :

Supervisors are required to complete SECTION B: COMPLETE BY THE PROJECT SUPERVISOR.

Option 13:

- 'Save Evaluation' button.
- Evaluations will be save into database.
- Refer ????

Option 14 :

- 'View Report Status' button.
- Redirect supervisor to list of progress report page.
- Refer Step 3.1

Option 15 :

- 'Print Report' button.
- Redirect student to printable page of selected progress report.
- Refer SECTION E.

Option 16 :

- 'Logout' button.
- Exit from system.
- Refer SECTION F.

Figure 10 : 'Section B' for Supervisor to evaluate student's progress report.

Step 3.1.3:
Option 17 :

- Successfull evaluation by supervisor.
- Click 'Back' to return to page List of Progress Reports.

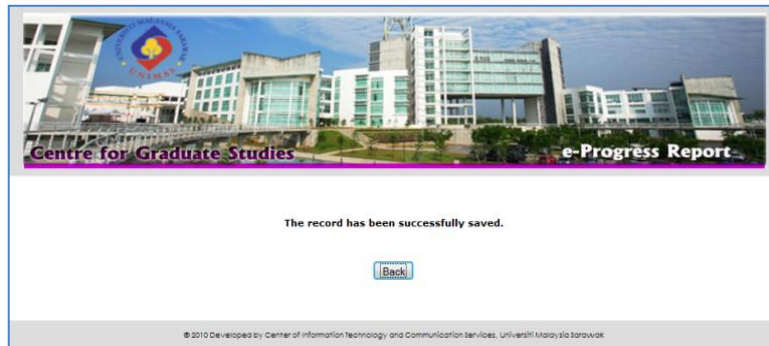


Figure 12 : Successfull evaluation by supervisor.

SECTION C : APPROVAL BY FACULTY POSTGRADUATE COMMITTEE (FPC)

Note:

Supervisor’s evaluation will be submitted to FPC.

FPC are appointed by the faculty committee

Step 3.2 :

Option 18 :

- ‘View Progress Report’
- Redirect student to printable page of selected progress report.
- Refer SECTION E.

Option 19 :

- ‘Comments vy FPC’ button.
- Redirect FPC to page
- Refer .

Option 20 :

- ‘Print Report’ button.
- Redirect student to printable page of selected progress report.
- Refer SECTION E.

Option 21 :

- ‘Logout’ button.
- Exit from system.
- Refer SECTION F.

Welcome Prof/Dr/Sir/Mdm, **Florence Gilliam Kayad** Print Report Log Out

View : Comments/Recommendation

Reference:
 Click 'View Progress Report' to view selected progress report by student.
 Click 'Recommendations by Supervisor' to comment on progress report selected.
 Click 'Comments by FPC' to comment and approve on progress report selected.
 Click 'Approval by Dean (CGS)' to on progress report selected.
 Click 'Notify Supervisor' to create new empty progress report for student.
 Click 'Print Report' to print selected progress report.
 Click 'Logout' to exit from this page.

List of Progress Reports For Your Action as Supervisor
 No record found.

List of Student Who Did Not Submit Progress Reports Under Your Supervision
 Note: The following student has failed to fill in the e-Progress Report form in the time allocated. Kindly fill in your comments as supervisor of the student. Your comments will be reviewed by the Faculty Graduate Committee and CGS Dean.
 No record found.

List of Progress Reports For Your Action as FPC

No.	Action	Student Name (Matric No.)	Title Of Thesis	Date Progress Report Submitted	Mod	Report Status
1	View Progress Report	Alpha Bodian (11021736)	Learning of French as a Foreign language in a multilingual context: Malaysian students' motivation, attitudes, learning strategies and performance.	14/03/2013	RES	Waiting for Supervisor's Action
2	View Progress Report Comments by FPC	Wong Shia Ho (11011499)	Keimplitan Ujaran Dalam Ucapan: Satu Analisis Teori Relevans	09/03/2013	RES	Waiting for FPC's Action
3	View Progress Report Comments by FPC	Diana Lee Phool Yan (13020016)	Factor Affecting Chinese Parent's Perspective on Language and Ethnicity: Implication to the Children Education	12/03/2013	RES	Waiting for FPC's Action
4	View Progress Report Comments by FPC	Oshodi Boluwaji (10011469)	Morphological Variability and Access to Universal Grammar in Second Language Acquisition	19/03/2013	RES	Waiting for FPC's Action
5	View Progress Report Comments by FPC	Puah Yann Yann (09021568)	Language Attitudes of Chinese Speakers in Kuching, Sarawak	19/03/2013	RES	Waiting for FPC's Action

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Figure 13 : FPC View - Llist of progress reports for approval.

Centre for Graduate Studies e-Progress Report

Welcome Prof/Dr/Sr/Mdm, **Ahmad Hata bin Rasit** [View Report Status](#) [Print Report](#) [Log Out](#)

View Comments/Recommendations

SECTION A : COMPLETED BY THE STUDENT

Student Personal Details

Student Name : Azylna Anak-Gunggu
 Student Matrix No. : 11021779
 Degree by Research : M.Sc.
 Title of Thesis : Predictors of Diabetes Self-Management Among Type-2 Diabetic Patient in Kuching and Kota Samarahan Division
 Supervisor : Dr Chang Ching Than
 Area of Study : KEJURURAWATAN PERUBATAN DAN PEMBEDAAN
 Faculty : Faculty of Medicine and Health Sciences(FPMK)

Date of Registration : 11/11/2011 Expected Date of Completion : 10/11/2013
 Progress Report for Semester : 2012/2013-1

Report Status : **Waiting for FPC's Action**

Research Progress

1) Project Outline
 Up to date. I had finished my data collection on 5 March 2013. Now I am at the midst of entering my data and doing my draft.

2) Collection of Data
 Data collection had been conducted in 4 different clinics in Kota Samarahan and Kuching. A total of 401 sets of data had been collected, and by 5 March 2013. Data was collected via interviews at the respective diabetes clinics, involving the patients that came for follow-up. A lot of difficulty faced in terms of time, environment and of course the different kind of human attitude. Even though, there are difficulties, it gave a great challenge to a young learner, and at last managed to achieve my target.

3) Analysis of Data
 At the mean time, I have not resumed my data analysis. I am in the progress of entering all the 401 sets of data into the spss. Roughly, data analysis will begin somewhere mid april.

4) Chapter (a) Completed and Progress
 1) Name of Chapter (a): Literature review/ Methodology
 For chapter 2, I am still doing correction based on the comments from my supervisors on the first draft. It is half-done, and still a lot to be put in, at the same time, I am also draft on my Chapter 3. It is almost finish, and will try to submit it by end of the month.

Proposed Date Submission : 04/11/2013
 Proposed Date Defense/Oral : 08/03/2013

5) Problem (a) Faced
 1) Not that really good in writing, expressing ideas. Most of the time, feel 'no idea' to write. 2) Paraphrasing skills - still needs improvement... 3) Stay focus

SECTION B : COMPLETED BY THE PROJECT SUPERVISOR

Comment on the progress of research by the student

1) Comments on Student's Progress
 The data collection period was slightly extended which is quite expected as it was depending on the availability of patients who came for follow-up in the clinic. Students should start writing her findings by April 2013 giving her roughly 7 months to complete her writing.

2) Stage of Thesis
 Data entry.

3) Expected Date of Completion
 06/03/2014

4) Rating of Student

Note : Rating should be based on a scale of 6 (very poor,1 to excellent, 6)

(a) Diligence	4	(b) Attendance :	4
(c) Interest	5	(d) English Proficiency : Written	5
(e) Work quality and efficiency	5	(f) English Proficiency : Oral	5
(g) Ability to work independently	5		
Overall Performance	5		

5) Recommendations
 Azylna has to work according to her schedule and be disciplined when she is doing her writing.

Action Date : 05/03/2013
 Supervisor Recommendations : To Proceed

SECTION C : COMPLETED BY THE FACULTY OR INSTITUTE GRADUATE COMMITTEE

Comments from the Faculty or Institute Graduate Committee

Action Date
 Approval by the Faculty or Institute Graduate Committee

SECTION D : APPROVAL BY DEAN OF CENTRE FOR GRADUATE STUDIES

Action Date
 Approval by the Dean of Centre for Graduate Studies

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Figure 14 : View of progress report evaluated by supervisor.

Step 3.2.1 :

Option 23 :

- ‘View Report Status’ button.
- Redirect FPC to list of progress report page.
- Refer Step 3.2

Option 24 :

- ‘Print Report’ button.
- Redirect student to printable page of selected progress report.
- Refer SECTION E.

Option 25 :

- ‘Logout’ button.
- Exit from system.
- Refer SECTION F.

Step 3.2.2 :

FPC required to complete SECTION C: COMPLETED BY THE FACULTY OR INSTITUTE GRADUATE COMMITTEE.

Option 26 :

- ‘Check’ button.
- Redirect FPC to list of progress report page.

Option 27 :

- ‘View Report Status’ button.
- Redirect FPC to list of progress report page.
- Refer Step 3.2

Option 28 :

- ‘Print Report’ button.
- Redirect student to printable page of selected progress report.
- Refer SECTION E.

Option 29 :

- ‘Logout’ button.
- Exit from system.
- Refer SECTION F.

The screenshot shows the 'e-Progress Report' interface for a student named Ahmad Hata bin Rasit. It includes sections for 'SECTION A: COMPLETED BY THE STUDENT', 'SECTION B: COMPLETED BY THE PROJECT SUPERVISOR', and 'SECTION C: COMPLETED BY THE FACULTY OR INSTITUTE GRADUATE COMMITTEE'. A table in Section B shows performance ratings for various criteria like Diligence, Attendance, Work quality, and English Proficiency.



This close-up shows the 'SECTION C' section where the Faculty or Institute Graduate Committee provides comments and approval. It features a 'Check' button and radio button options for 'Approve To Proceed' and 'Approve To Be Terminated'.

Figure 15 : Comments and approval by FPC.

Step 3.2.3:

Option 30:

- Successfull approval by FPC.
- Click 'Back' to return to page List of Progress Reports.

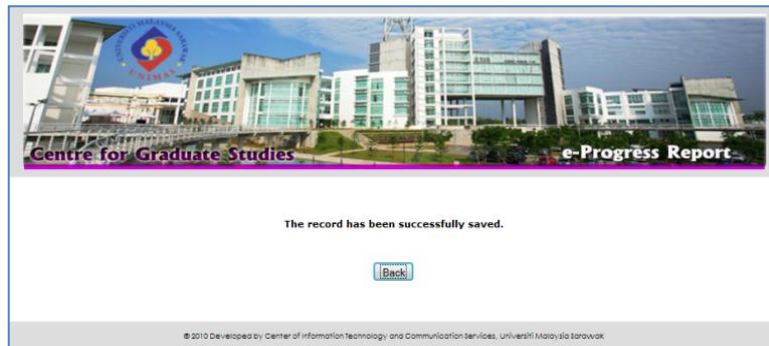


Figure 16 : Successfull approval by FPC.

SECTION D : APPROVAL BY CGS (CENTRE FOR GRADUATE STUDIES) DEAN

Note:

Once action taken by FPC a notification email are sent to CGS Dean requesting for further action.

Step 3.3:

Option 31:

- ‘View Progress Report’ button.
- Redirect to view progress report to
- Refer Figure 21.

Option 32:

- ‘Save Changes’ button.
- Input will be save according to amendments by student.
- Refer Figure 21.

Option 33:

- ‘Print Report’ button.
- Refer SECTION E.

Option 34:

- ‘Logout’ button.
- Exit from system.
- Refer SECTION F.

Welcome Prof/Dr/Sir/Mdm, **Ernest Cyril De Run** [Print Report](#) [Log Out](#)

View : Comments/Recommendation

Reference:
 Click View Progress Report to view selected progress report by student.
 Click Recommendations by Supervisor to comment on progress report selected.
 Click Comments by FPC to comment and approve on progress report selected.
 Click Approval by Dean (CGS) to on progress report selected.
 Click Notify Supervisor to create new empty progress report for student.
 Click Print Report to print selected progress report.
 Click Logout to exit from this page.

List of Progress Reports For Your Action as Supervisor
 No record found.

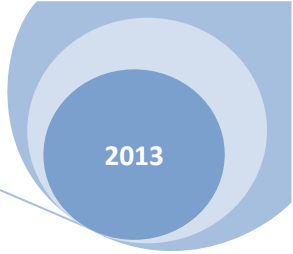
List of Student Who Did Not Submit Progress Reports Under Your Supervision
 Note: The following student has failed to fill in the e Progress Report form in the time allocated. Kindly fill in your comments as supervisor of the student. Your comments will be reviewed by the Faculty Graduate Committee and CGS Dean.
 No record found.

List of Progress Reports For Your Action as CGS Dean

No.	Action	Student Name (Matric No.)	Title Of Thesis	Date Progress Report Submitted	Mod	Report Status
1	View Progress Report Approval by Dean (CGS)	Karthiyan A/L Krishnamurthy (09021538)	USER'S SATISFACTION AND BEHAVIORAL REACTION: THE IMPACT OF SYNCHRONOUS ONLINE TRAINING	24/03/2013	RES	Waiting Per CGS's Action
2	View Progress Report Approval by Dean (CGS)	Alice Heng Lee Fong (09021537)	THE EFFECTS OF EMPLOYEE'S JOB SATISFACTION ON ORGANIZATION CITIZENSHIP BEHAVIOR: THE MODERATING EFFECT OF LEADER-MEMBER EXCHANGE	24/03/2013	RES	Waiting Per CGS's Action

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Figure 17 : CGS Dean View – List of progress report for final approval.



Welcome Prof/Dr/Sir/Mdm, **Ahmad Hata bin Rasit** [View Report Status](#) [Print Report](#) [Log Out](#)

View Comments/Recommendations

SECTION A : COMPLETED BY THE STUDENT

Student Personal Details

Student Name : Aylina Anak Gunggu
 Student Matric No. : 11021779
 Degree by Research : M.Sc.
 Title of Thesis : Predictors of Diabetes Self-Management Among Type-2 Diabetic Patient in Kuching and Kota Samarahan Division
 Supervision : Dr Chang Ching Thian
 Area of Study : KENYUSUANTAN PERUBATAN DAN PEMBEDAHAN
 Faculty : Faculty of Medicine and Health Sciences (FPMK)

Date of Registration : 11/11/2011 Expected Date of Completion : 10/11/2013
 Progress Report For Semester : 2013/2013-1

Report Status : **Waiting for FPC's Action**

Research Progress

1) Project Outline
 2) to date, I had finished my data collection on 8 March 2013. Now I am at the midst of entering my data and doing my draft.
 3) Collection of Data
 Data collection had been conducted in 4 different clinics in Kota Samarahan and Kuching. A total of 401 sets of data had been collected, and by 5 March 2013. Data was collected via interview, at the respective diabetes clinics, involving the patients that came for follow-up. A lots of difficulty faced in terms of time, environment and of course the different kind of human attitude. Even though, there are difficulties, it gave a great challenge to a young learner, and at last managed to achieve my target.
 4) Analysis of Data
 At the mean time, I have not resumed my data analysis. I am in the progress of entering all the 401 sets of data into the spss. Roughly, data analysis will begin somewhere mid april.
 5) Chapter (s) Completed and Inprogress
 I-) Name of Chapter (s): Literature review/ Methodology
 For chapter 2, I am still doing correction based on the comments from my supervisors on the first draft. It is half-done, and still a lot to be put in. at the same time, I am also draft on my Chapter 3. It is almost finish, and will try to submit it by end of this month.
 6)
 Proposed of Date Submission : 04/11/2013
 Proposed of Date Defense/Oral : 08/03/2013
 7) Problem (s) Faced
 1) not that really good in writing, expressing ideas. Most of the time, feel 'no idea' to write. 2) Paraphrasing skills - still needs improvement... 3) Stay focus

SECTION B : COMPLETED BY THE PROJECT SUPERVISOR

Comment on the progress of research by the student

3) Comments on Student's Progress :
 The data collection period was slightly extended which is quite expected as it was depending on the availability of patients who came for followup in the clinic. Students should start writing her findings by April 2013 giving her roughly 7 months to complete her writing.
 4) Stage of Thesis :
 Data entry.
 5) Expected Date of Completion :
 04/03/2014
 6) Rating of Student :

Note : Rating should be based on a scale of 6 (very poor, 1 to excellent, 6)

(a) Diligence	4	(b) Attendance :	4
(c) Interest	5	(d) English Proficiency : Written	5
(e) Work quality and efficiency	5	(f) English Proficiency : Oral	5
(g) Ability to work independently	5		
Overall Performance			5

7) Recommendations :
 Aylina has to work according to her schedule and be disciplined when she is doing her writing.
 Action Date : 25/03/2013
 Supervisor Recommendations : To Proceed

SECTION C : COMPLETED BY THE FACULTY OR INSTITUTE GRADUATE COMMITTEE

Comments from the Faculty or Institute Graduate Committee

Good progress.
 Action Date : 12/03/2012
 Approval by the Faculty or Institute Graduate Committee : Approve To Proceed

SECTION D : APPROVAL BY DEAN OF CENTRE FOR GRADUATE STUDIES

Action Date :
 Approval by the Dean of Centre for Graduate Studies :

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Step 3.3.1:

Option 35:

- 'View Report Status' button.
- Redirect to list of progress reports.
- Refer Option

Option 36:

- 'Print Report' button.
- Refer SECTION E.

Option 37:

- 'Logout' button.
- Exit from system.
- Refer SECTION F.

Figure 18 : View of progress report supported by FPC.

The screenshot displays the 'e-Progress Report' interface for a student named Anderson Dengli. The report is divided into four main sections: SECTION A (Completed by the Student), SECTION B (Completed by the Project Supervisor), SECTION C (Completed by the Faculty or Institute Graduate Committee), and SECTION D (Approval by Dean of Centre for Graduate Studies).

SECTION A: COMPLETED BY THE STUDENT

Student Personal Details:

- Student Name: Anderson Dengli
- Student Matric. No.: 11021733
- Degree by Research: M.Sc.
- Title of Thesis: Sumbat Utama Pertumbuhan Ekonomi Malaysia: Analisis Ke Atas Peningkatan Jumlah Stok Modal, Tenaga Buruh dan Produktiviti Faktor Keseluruhan (TFP)
- Supervisor: Dr. Mohammad Affendy bin Arip
- Department / Institute: ECONOMICS
- Faculty: Faculty of Economic and Business (FEB)

Date Of Registration: 07/09/2011 **Expected Date of Completion:** 04/08/2013

Progress Report for Semester: 2012/2013-1

Report Status: Waiting for Supervisor's Action

Research Progress

1) Project Outline: Kajian ini dilaksanakan untuk menganalisa penerapan teori bagi peratus sumbangan modal fizikal, tenaga kerja dan produktiviti faktor keseluruhan (TFP) ke atas pertumbuhan ekonomi Malaysia dari tahun 1970 hingga 2011 dan menganalisa penerapan bagi kadar pertumbuhan tingkat saiz pasaran tenaga kerja serta tingkat intensiti modal fizikal untuk tenaga yang mana kajian ini juga turut merasai berkesan untuk meramalkan kuantiti pertumbuhan dinamik antara pemerkahan modal fizikal asing (pelaburan asing) dan pertumbuhan modal fizikal swasta (pelaburan swasta) di Malaysia dari tahun 1970 hingga 2011. Reningkatan jumlah modal fizikal, tenaga kerja dan TFP dalam jangka masa panjang telah dijadikan sebagai saiz yang utama dalam membentangkan perangkaan kepada kajian ini di samping peningkatan jumlah pelaburan asing dan pelaburan swasta.

2) Collection of Data: Proses pengumpulan data telah dilaksanakan pada semester 1 iaitu 2011/2012 (Februari 2012) dan dilaksanakan sekali lagi pada semester 2 iaitu 2011/2012 (Ogos 2012) berdasarkan daripada perangkaan jenis data yang digunakan. Data telah dibunduk daripada laporan ekonomi Kementerian Keuangan Malaysia, penerbitan Jabatan Statistik Malaysia dan perangkaan secara online daripada Jabatan Statistik Malaysia.

3) Analysis of Data: Analisa data telah dilaksanakan pada semester 2 iaitu 2011/2012 (Mac 2012) dan dilaksanakan sekali lagi pada semester 2 iaitu 2011/2012 (Ogos 2012) bertujuan daripada perangkaan jenis data yang digunakan. Analisa data telah dilakukan menggunakan perisian Microsoft Excel 2007 dan perisian statistical View 7.

4) Chapter(s) Completed and Progress:

4) Name of Chapter (s): Bab Satu - Pengantar, Bab Dua - Metodologi, Bab Tiga - Keputusannya Empirikal, Rumusan

BAB SATU - PENGANTAR Bab satu telah dihasilkan pada semester 1 iaitu 2011/2012 (Oktober 2011). Kandungan bab satu terdiri daripada pengenalan, pernyataan permasalahan, objektif kajian, kerangka konseptual, hipotesis, tinjauan kajian, kepentingan kajian dan struktur kajian. Ditambahkannya telah dilakukan ke atas bab satu pada November 2012 - Disember 2012 dan kini sedang dalam proses semakan oleh penyelia. **BAB DUA - METODOLOGI LITERATUR** Bab dua telah dihasilkan pada semester 1 iaitu 2011/2012 (Disember 2011) sehingga Januari 2012. Bab dua memuatkan perincian mengenai modal fizikal tenaga kerja, produktiviti faktor keseluruhan (TFP) dan sumber pertumbuhan modal fizikal lalu pelaburan asing dan pelaburan swasta; konsep pertumbuhan ekonomi; kaedah pengukuran TFP; dan kesimpulan kajian awal. Ditambahkannya telah dilakukan ke atas bab dua pada November 2012 - Disember 2012 dan kini sedang dalam proses semakan oleh penyelia. **BAB TIGA - METODOLOGI** Bab tiga telah dihasilkan pada semester 1 iaitu 2011/2012 (Januari 2012 sehingga Februari 2012). Bab tiga mengandungi penerangan ke atas spesifikasi model dan prosedur pemenuhan data, termasuk mengenai sumber bagi data-data yang digunakan untuk diuji. Perangkaan telah dilakukan ke atas bab tiga pada Ogos 2012. **BAB EMPAT** Bab empat telah dihasilkan pada semester 2 iaitu 2011/2012 (April 2012 sehingga Jun 2012). Bab empat memuatkan keseluruhan keputusan analisa. Ditambahkannya telah dilakukan ke atas bab empat pada September 2012 - Oktober 2012 dan kini sedang dalam proses semakan oleh penyelia. **BAB LIMA - PERINGKISAN DAN RUMUSAN** Bab lima telah dihasilkan pada Februari 2013. Bab lima memuatkan perincian dan rumusan bagi keseluruhan keputusan analisa. Bab lima dijangka akan diserahkan kepada penyelia untuk proses semakan setelah semakan dilakukan ke atas bab satu, bab dua, bab tiga dan bab empat.

5) Proposed Date Submission: 30/04/2013

Proposed Date Defense/Oral: 01/08/2013

6) Problem (s) Faced: -

SECTION B: COMPLETED BY THE PROJECT SUPERVISOR

Comment on the progress of research by the student

1) Comments on Student's Progress:

Hingga ini merupakan kajian yang sangat ringkas dan sangat limited dalam pengujian beliau. Tugasan yang beliau berikan dengan baik sekali. Pelajar ini sentiasa berfikir terbuka untuk memunculkan bab-bab penulisan yang dihasilkan setakat ini. Pelajar juga diberi pendedahan untuk mengemukakan hasil kajian di beberapa skala pengujian baharu dan inkuiri dan yang berkaitan. Sekarang ini, pelajar juga telah diminta untuk mengemukakan beberapa hasil analisa data beliau kepada jurnal-jurnal berkenaan. Penemuan untuk menyertai prosiding-prosiding ini dan juga jurnal-jurnal berkenaan akan memberi keyakinan yang tinggi kepada beliau dan itulah diharapkan tegoris dan kritikan yang diberi akan dapat membantu dalam penulisan beliau.

2) Stage of thesis: Pelajar telah dapat mengemukakan hasil Rangka yang dipaparkan berangka untuk analisa data beliau dengan baik sekali. Penemuan yang beliau telah dilakukan terhadap setiap bab yang ditulis. Bab 1, 2, 3 dan 4 secara umumnya telah lengkap. Bab 5, beberapa saat perincian yang beliau akan dilakukan supaya bab ini lebih lengkap untuk mengemukakan lagi penulisan bab ini. Beberapa pandangan daripada rakan-rakan sejawat juga dipaparkan untuk mendapatkan pendapat teman dan kritikan. Semua ini bertujuan untuk membantu pelajar memantapkan lagi penulisan beliau.

3) Expected Date of Completion: 29/01/2014

4) Rating of Student:

Note: Rating should be based on a scale of 6 (very poor, 1 to excellent, 6)

(a) Diligence	6	(b) Attendance:	6
(c) Interest	6	(d) English Proficiency : Written	5
(e) Work quality and efficiency	6	(f) English Proficiency : Oral	5
(g) Ability to work independently	6		
Overall Performance		6	

3) Recommendations:

Action Date: 12/02/2013

Supervisor Recommendations: To Proceed

SECTION C: COMPLETED BY THE FACULTY OR INSTITUTE GRADUATE COMMITTEE

Comments from the Faculty or Institute Graduate Committee

Good progress.

Action Date: 12/03/2012

Approval by the Faculty or Institute Graduate Committee: Approve To Proceed

SECTION D: APPROVAL BY DEAN OF CENTRE FOR GRADUATE STUDIES

Action Date: 8/11/2010

Approved by the Dean of Centre for Graduate Studies: Approved Disapproved

Submit Decision

Note :
Approval by CGS Dean

Step 3.3.2:
Option 37:

- 'Submit Decision' button.
- Approval by CGS Dean will be save into database.

Option 38:

- "View Report Status' button.
- Redirect to list of progress reports.

Option 39:

- 'Print Report' button.
- Refer SECTION E.

Option 40:

- 'Logout' button.
- Exit from system.
- Refer SECTION F.

Figure 19 : Viewing progress report by FPC.

Step 3.3.3:

Option 41:

- Successfull approval by CGS Dean.
- Click 'Back' to return to page List of Progress Reports.

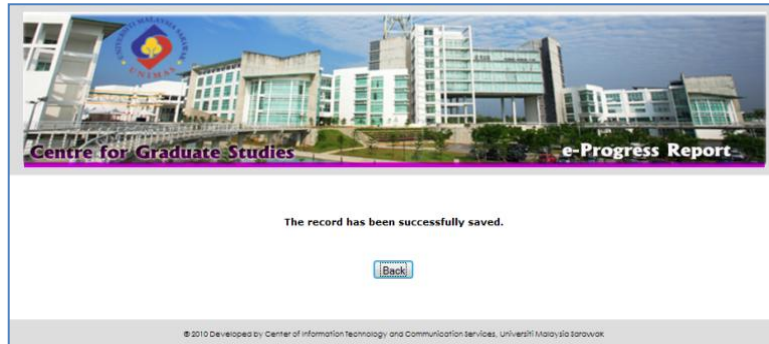


Figure 20 : Successfull approval by CGS Dean.

SECTION E : PRINT PROGRESS REPORT

Note :

Displaying reports for references.

Step 4.0:

Option 42:

- Click 'List of Student Who Failed to Submit Progress Report'.
- Select Semester Session.
- Staff No will appear automatically.
- Click 'OK' button to proceed.

Option 43:

- Click 'List of Student Supervised'.
- Select Semester Session.
- Staff No will appear automatically.
- Click 'OK' button to proceed.

Option 44:

- Click 'List of Supervisor Who Failed To Submit Progress Report'.
- Fakulti will appear automatically.
- Select Semester Session.
- Click 'OK' button to proceed.

Option 45:

- Click 'Progress Report Submitted by Student'.
- Key in student matric no.
- Click 'OK' button to proceed.

Option 46:

- Click Logout to exit.

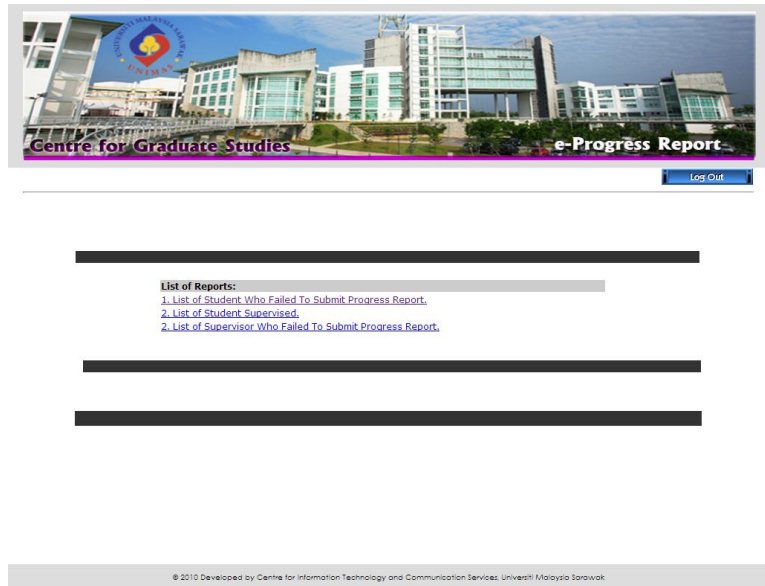


Figure 21 : Printed progress report.

SECTION F : LOGOUT

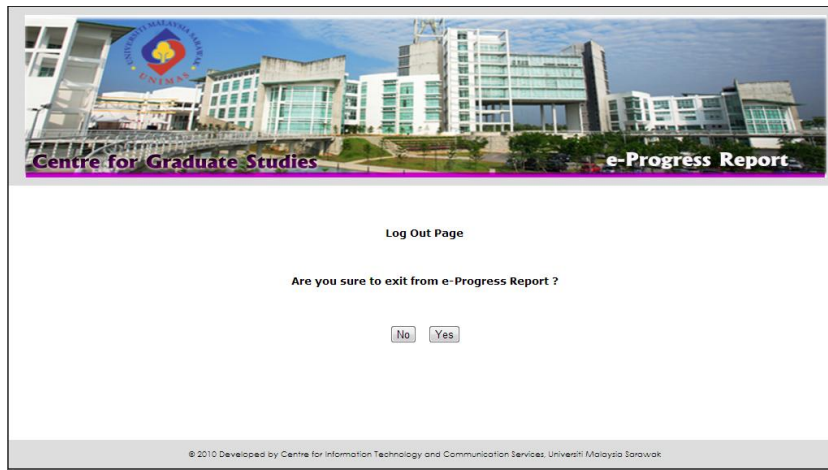


Figure 25 : Logging out from e Progress Report Module.

Step 10.0:

Option 35 :

- 'No' button.
- Exit from system.
- Refer Figure.

Option 36 :

- 'Yes' button.
- Exit from system.
- Page return to login page

REFERENCES : WORKFLOW

a) User login

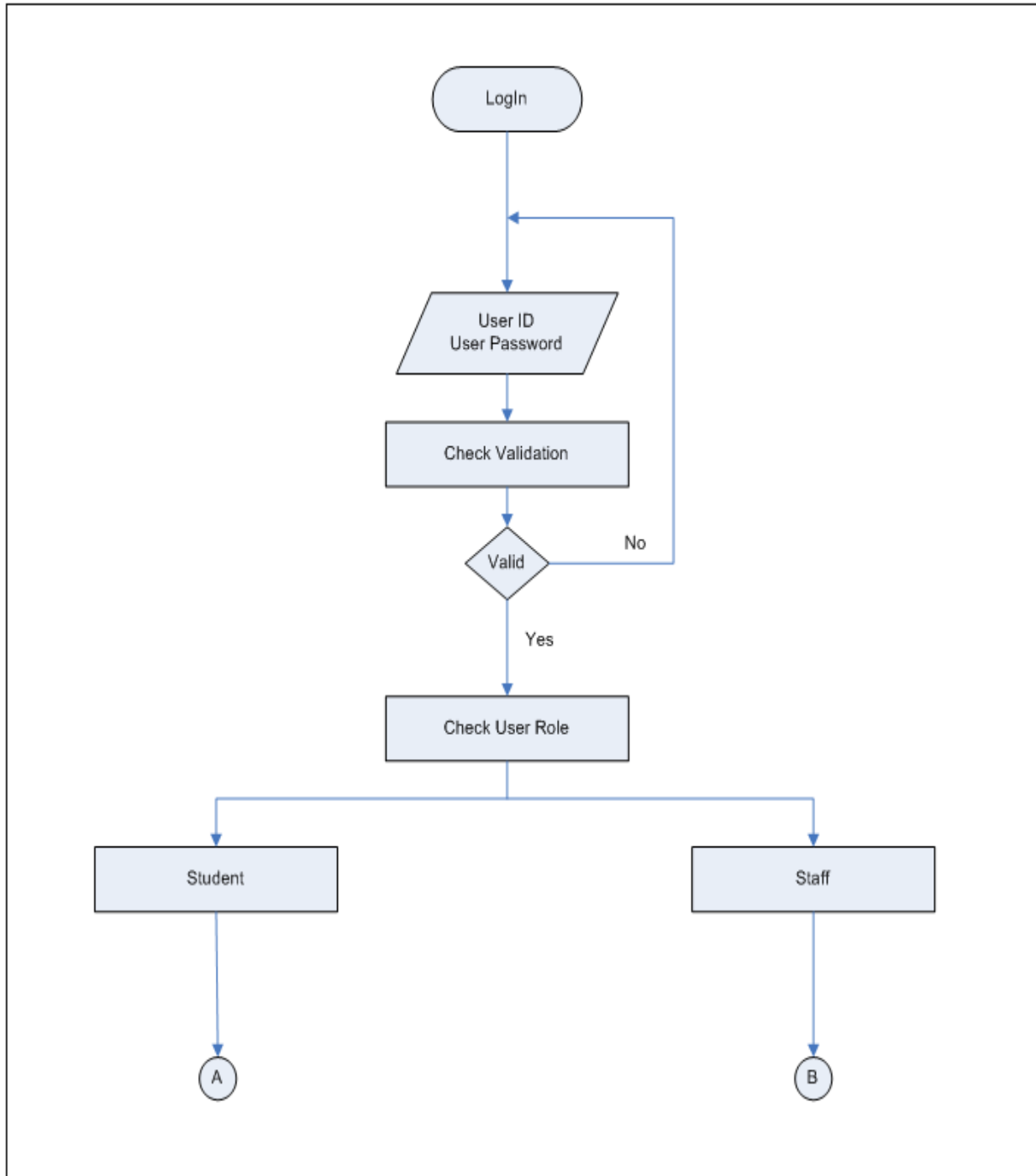


Figure 23 : Flow of user login process.

b) New Progress by student

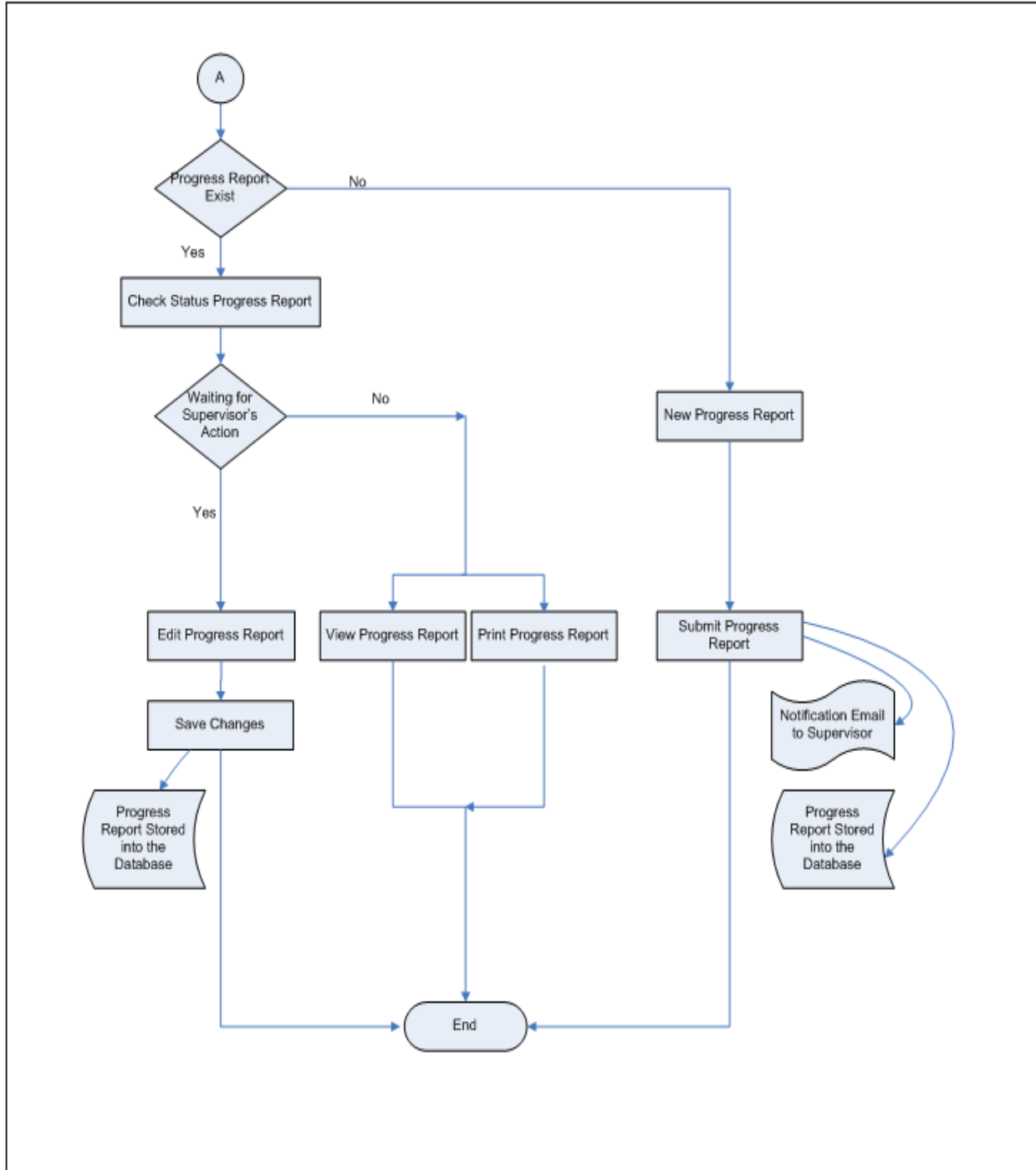


Figure 24 : Flow process for new progress report submission.

c) Evaluations by Supervisors, FPCs, Deans.

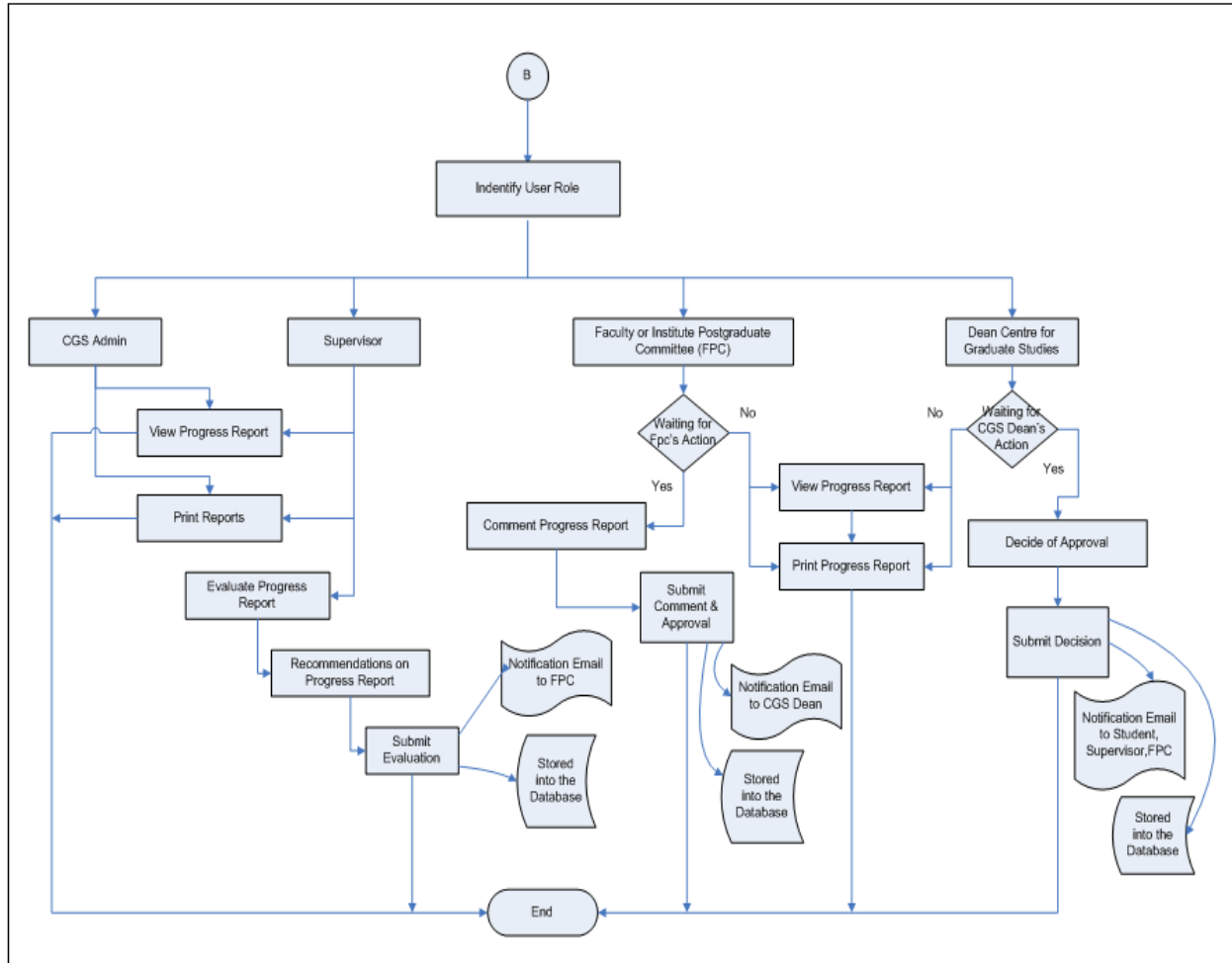


Figure 25 : Flow of evaluation and approval process.