



اونيورسيتي مايسيا فهمغ

UNIVERSITI MALAYSIA PAHANG

JABATAN HAL EHWAL PELAJAR

MANUAL PENGGUNA SISTEM ILMU AKADEMI ADAB UMP JABATAN HAL EHWAL PELAJAR

Disediakan oleh :

Akademi Adab UMP

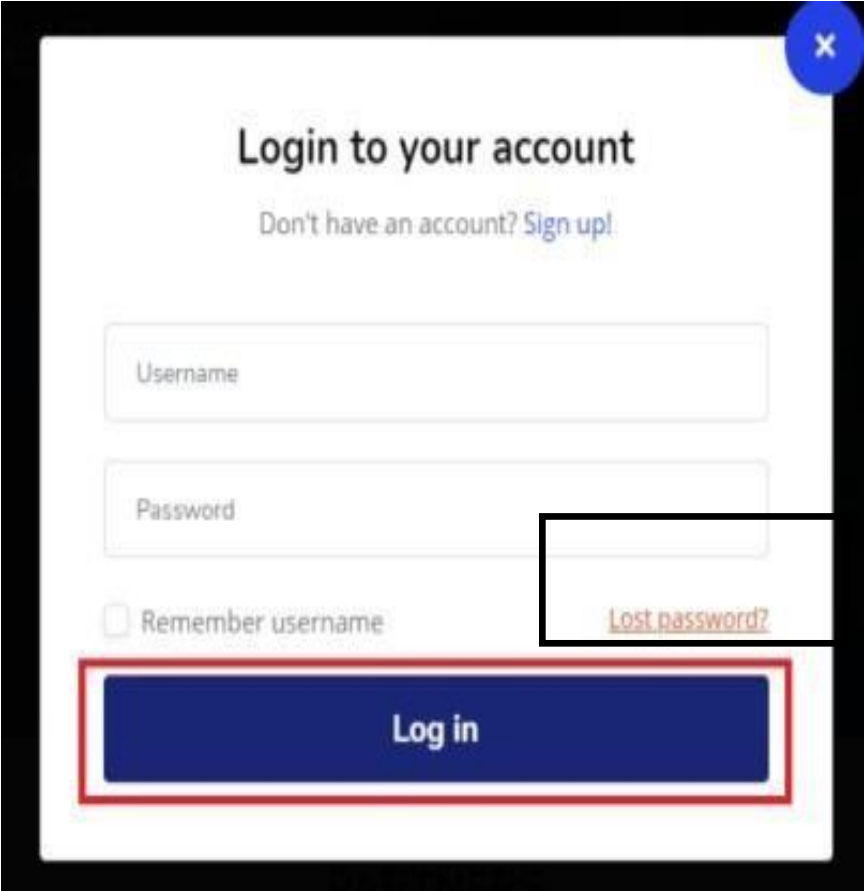
Jabatan Hal Ehwal Pelajar

Edisi keluaran : 1

Tarikh kuatkuasa : 13 Ogos 2021

Tarikh kemaskini : 13 Ogos 2021

Pengguna: Pelajar MOOC (Learner)

NO	SKRIN	LANGKAH
1.0 Halaman Log masuk		
1.		<ul style="list-style-type: none"> a) Masukkan nama pengguna dan kata laluan yang telah diberi . b) Klik butang Log in c) Bagi pelajar yang terlupa password . Klik Lost password d) Paparan forgotten password . e) Isikan maklumat pada Search by username atau Search by email address .Klik Search f) Klik pada link yang diberi untuk reset password g) Paparan untuk menukar password .Klik Save changes setelah isi maklumat password baru .

Manual Pengguna Sistem ILMU

The screenshot shows the ILMU website's password reset interface. At the top, there is a navigation bar with the ILMU logo and three menu items: "ACADEMIC", "SELF-DEVELOPMENT", and "SHORT COURSES". Below this is a green header with the ILMU logo and the text "Home / Log In / Forgotten Pas".

The main content area contains a form for password reset. The form is titled "To reset your password, submit your username or your email address below. If we can find you in the database, an email will be sent to your email address to access again." It has two sections:

- Search by username:** A text input field labeled "Username" with a blue "Search" button below it.
- Search by email address:** A text input field labeled "Email address" containing the text "ainbita811@gmail.com" with a blue "Search" button below it.

Below the form is another green header with the ILMU logo and the text "Home / Log In / Forgotten Pas".

At the bottom, there is a message: "If you supplied a correct username or email address then an email should have been sent to you. It contains easy instructions to confirm and complete this password change. If you continue to have difficulty, please contact the site administrator." Below this message is a blue "Continue" button.

The image shows a screenshot of an email and a web form. The email is titled "ILMU: Password reset request" and is from "Admin User (via ILMU) <umpadvancedit@gmail.com>". The email body contains the following text:

Hi ros,

A password reset was requested for your account 'ros' at ILMU.

To confirm this request, and set a new password for your account, please go to the following web address:

https://ilmu.ump.edu.my/ILMU/login/forget_password.php?token=gi7dNwau8BctiisJF26p3Vo0Sh3WWMY3
(This link is valid for 60 minutes from the time this reset was first requested)

If this password reset was not requested by you, no action is needed.

If you need help, please contact the site administrator,

The screenshot also shows a web page for "ILMU" with a navigation menu: A Login/Register, Q, ACADEMIC, SELF-DEVELOPMENT, SHORT COURSES, MYPS, E-DIDIK. The page has a green header and footer. Below the header, there is a form titled "Please enter your new password below, then save changes." with the following fields:

Set password

Username: ros

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s), at least 1

New password:

New password (again):

Buttons: Save changes, Cancel

At the bottom, it says "We are required fields in this form marked *

2.0 Papan Pemuka

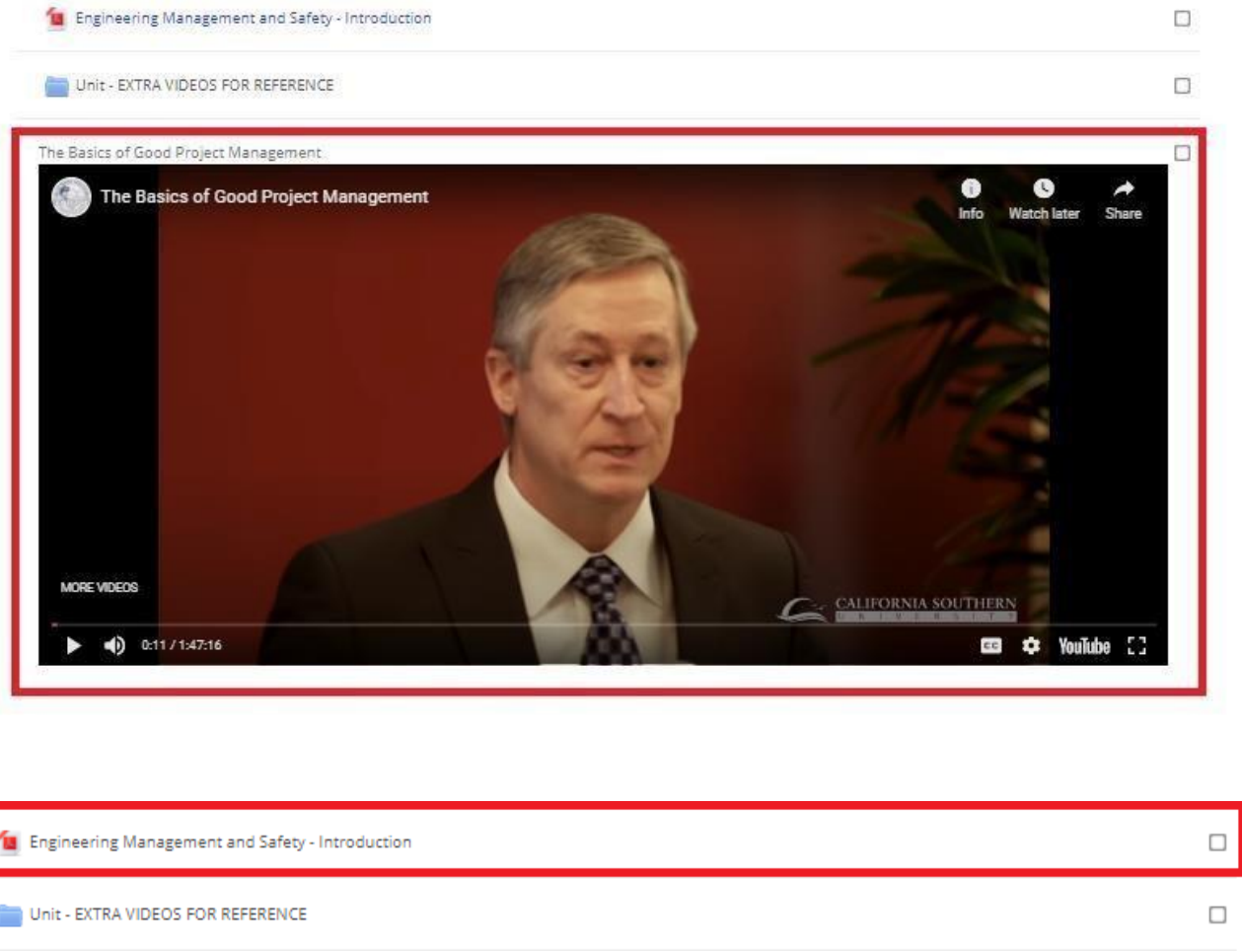
The screenshot displays the user dashboard for 'ros liza' on the URL ilmu.ump.edu.my/ILMU/my/. The interface includes a top navigation bar with categories like 'ACADEMIC', 'SELF-DEVELOPMENT', 'SHORT COURSES', 'MYIPS', and 'E-DIDIK'. A left sidebar lists navigation options: Start, Dashboard, Profile, Grades, Messages, Preferences, and Log out. The main content area features a user profile header, a row of quick-action tiles for 'Communicate Messages', 'Your Profile Profile', 'Preferences Settings', and 'Performance Grades'. Below this is a 'Recently accessed courses' section, where a course titled 'CIVIL ENGINEERING ENGINEERING MANAGEMENT: ROUTE TO BE PROFESSIONAL' is highlighted with a red border. This course is marked as 'Published' and shows '2% complete'. To the right, a 'Timeline' section indicates 'No upcoming activities due'. The bottom of the dashboard includes a 'Private files' section.

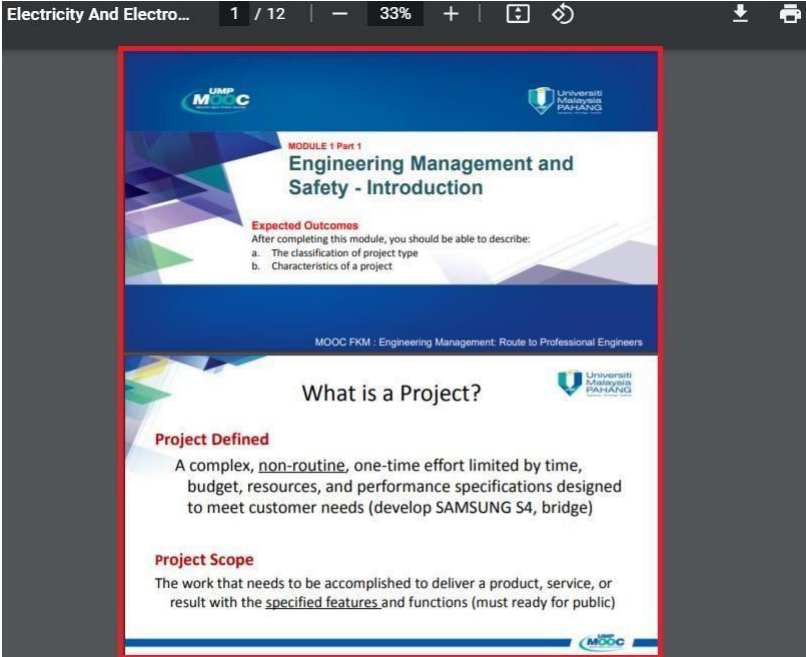

3.0 Halaman untuk pelajar melihat kandungan kursus (tonton video, muat turun slaid dan lain-lain).

3.

The screenshot shows a 'Course Content' page for a course titled 'CIVIL ENGINEERING' which started on 17/06/20. The page lists 12 modules. The first module, 'MODULE 1: INTRODUCTION', is highlighted with a red rectangular border. Other modules include 'MODULE 2: INTEGRATED APPROACH', 'MODULE 3: STRATEGIC MANAGEMENT AND ITS PROCESS', 'MODULE 4: STRATEGIC MANAGEMENT PROCESS BY FINANCIAL PORTFOLIO', 'MODULE 5: STRATEGIC MANAGEMENT PROCESS BY NON - FINANCIAL PORTFOLIO', 'MODULE 6: ORGANIZATION CULTURE AND STRUCTURE', 'MODULE 7: DEFINING THE PROJECT', 'MODULE 8: ESTIMATING', 'MODULE 9: MAKING ECONOMIC DECISION', 'Intro to Cost-Benefit Analysis', 'MODULE 11: INTEREST AND EQUIVALENT', and 'MODULE 12: SAFETY'. A 'Your progress' indicator is visible in the top right corner of the content area.

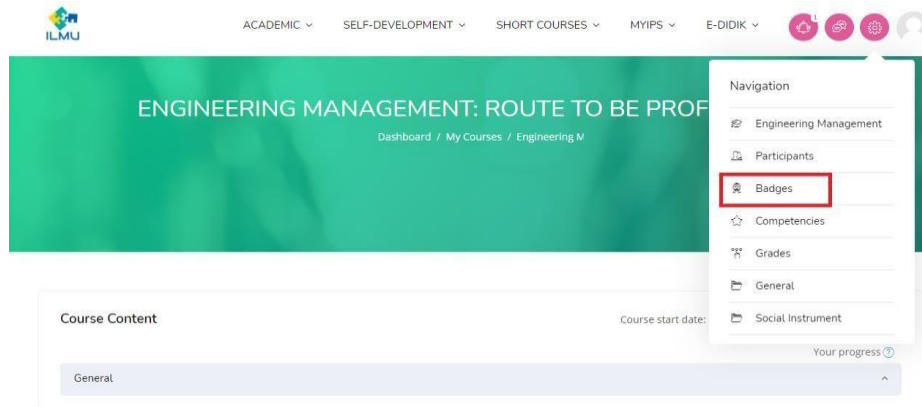
a) Pilih mana-mana modul untuk melihat isi kandungan kursus yang telah dimuat naik oleh pensyarah.

 <p>Engineering Management and Safety - Introduction</p> <p>Unit - EXTRA VIDEOS FOR REFERENCE</p> <p>The Basics of Good Project Management.</p> <p>The Basics of Good Project Management</p> <p>Info Watch later Share</p> <p>MORE VIDEOS</p> <p>0:11 / 1:47:16</p> <p>CALIFORNIA SOUTHERN</p> <p>YouTube</p> <p>Engineering Management and Safety - Introduction</p> <p>Unit - EXTRA VIDEOS FOR REFERENCE</p>	<p>b) Pelajar dapat memainkan video yang disediakan oleh pensyarah.</p> <p>c) Pelajar dapat melihat dan memuat turun slaid.</p>
---	---

	 <p>The screenshot shows a presentation slide from a MOOC. The slide title is 'Engineering Management and Safety - Introduction'. It lists 'Expected Outcomes' and defines 'Project Defined' and 'Project Scope'. The slide is framed with a red border.</p>	
<p style="text-align: center;">4.0 Halaman pelajar untuk melihat kemajuan kursus .</p>		
<p>4.</p>	 <p>The screenshot shows a 'Recently accessed courses' section. It features a course card for 'CIVIL ENGINEERING ENGINEERING MANAGEMENT: ROUTE TO BE PROFESSIONAL'. The course is marked as 'Published' and shows a progress bar at '2% complete', which is highlighted with a red border.</p>	<ul style="list-style-type: none">a) Pelajar perlu kembali semula ke laman utama ILMU untuk melihat kemajuan kursus.b) Pelajar dapat melihat jumlah peratusan kemajuan bagi setiap kursus yang berdaftar.

5.0 Halaman pelajar untuk melihat Digital Badge.

5.

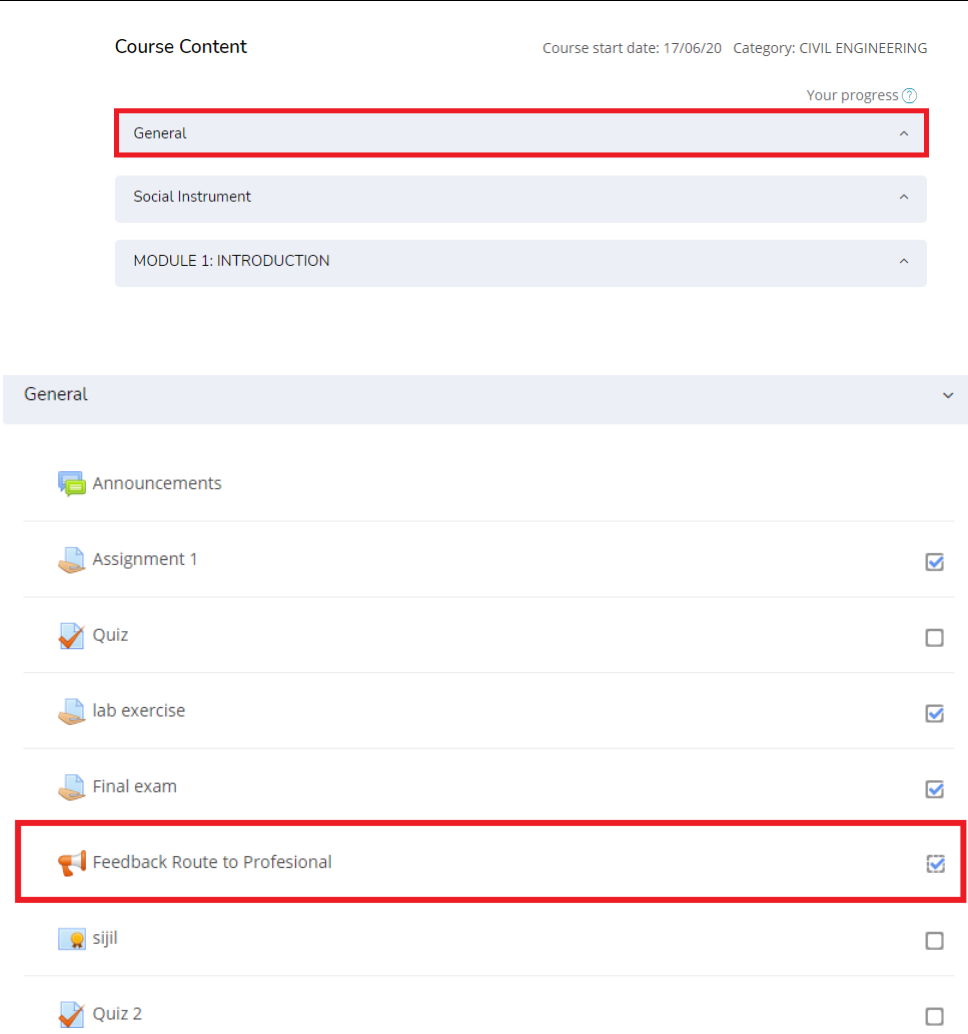


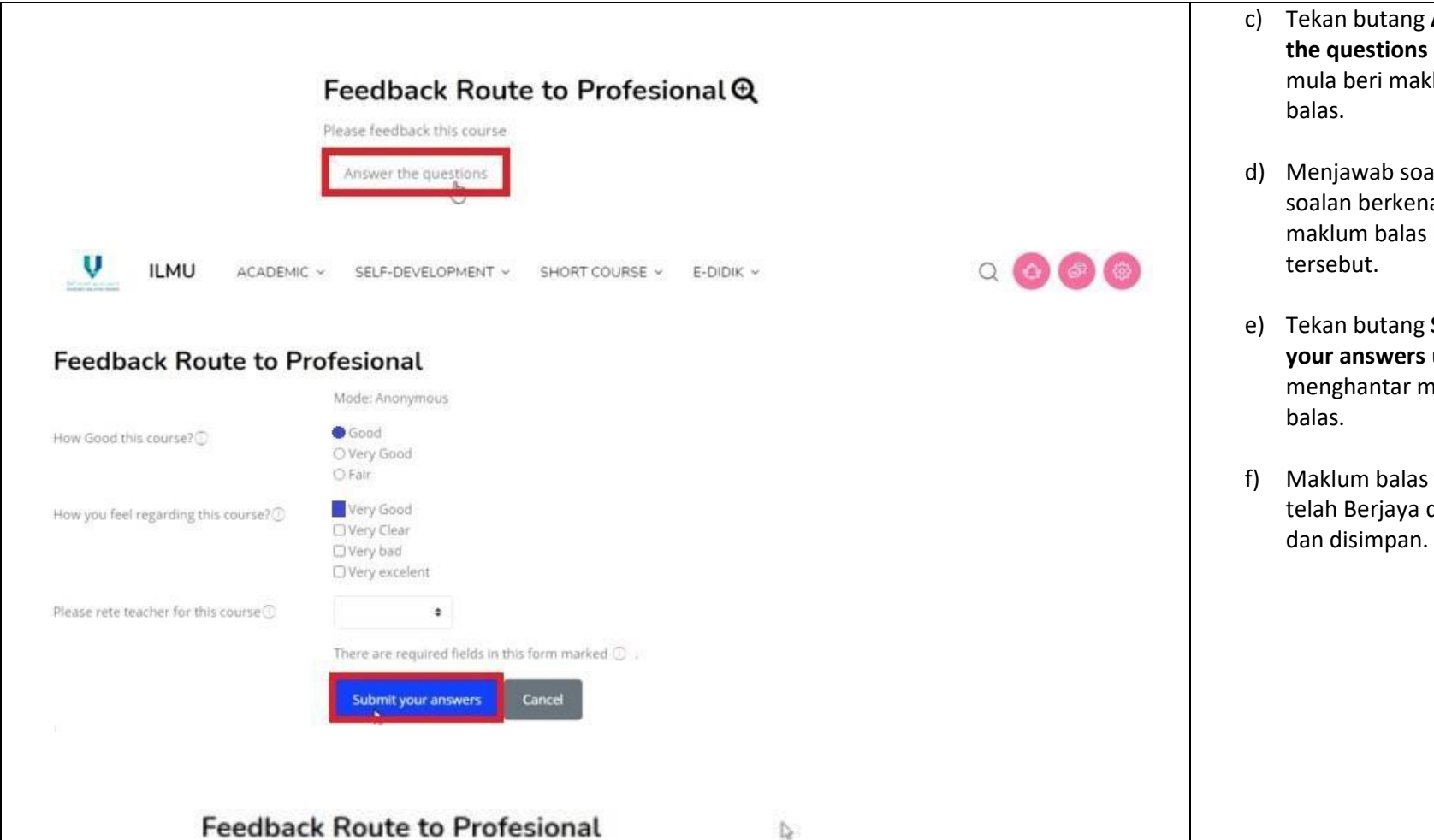
**ENGINEERING MANAGEMENT: ROUTE TO BE PROFESSIONAL:
Badges**

Number of badges available: 1

Image	Name ^	Description	Criteria	Issued to me ^ v
	Finish Route To Be Professional Program	For student who has completed the Route To Be Professional program.	Users are awarded this badge when they complete the following requirement: ALL of the following activities are completed: "Assignment - Assignment 1" "Quiz - Quiz" "Assignment - lab exercise" ⚠ Warning: This activity is no longer available. "Assignment - Final exam" "Feedback - Feedback Route to Profesional" ⚠ Warning: This activity is no longer available. "Quiz - Quiz 2" ⚠ Warning: This activity is no longer available. "Feedback - Feedback Student Regarding This Subject." "Assignment - Assignment 3"	

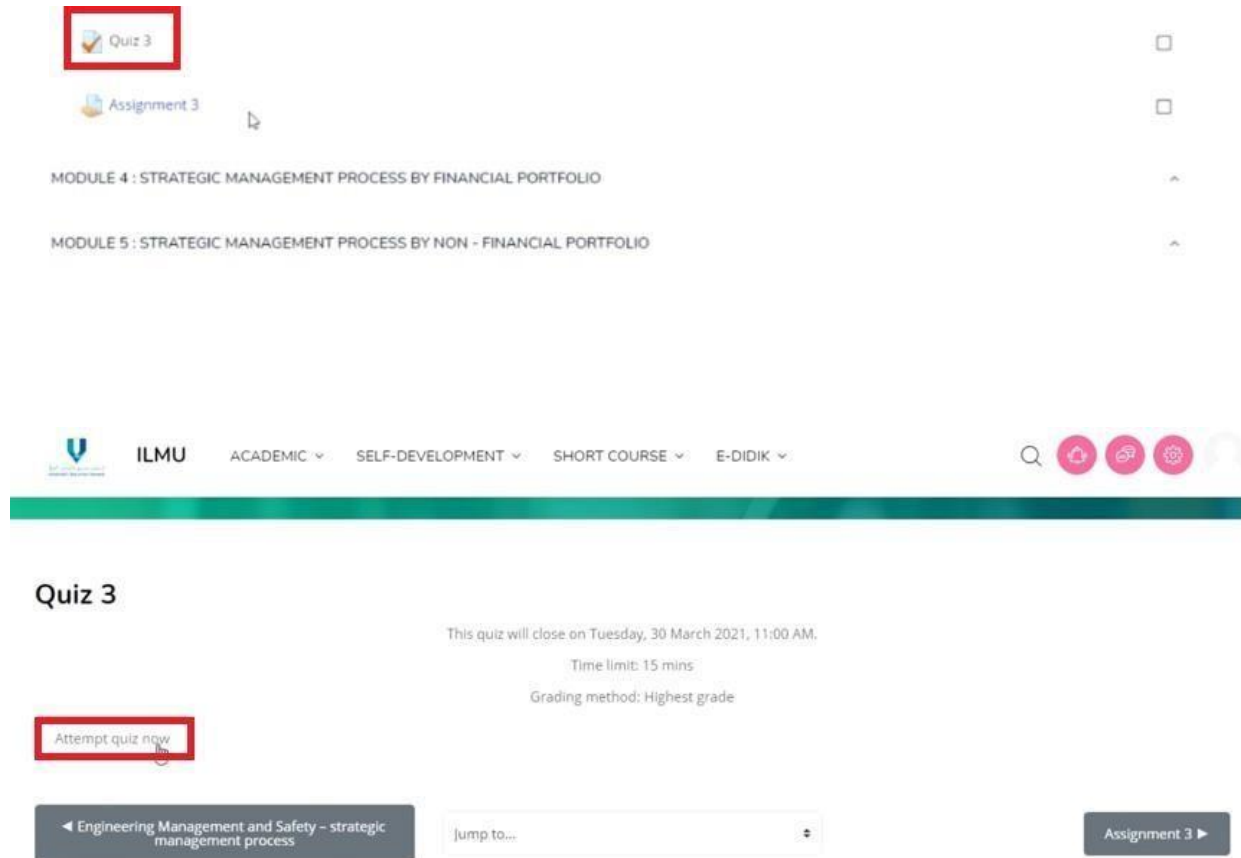
- a) Pada halaman isi kandungan kursus yang berdaftar, klik butang tetapan.
- b) Klik pada bahagian **Badges**.
- c) Pelajar dapat melihat senarai badge serta deskripsi untuk kursus yang berdaftar.

6.0 Halaman pelajar untuk memberi penilaian di bahagian maklum balas.		
6.	 <p>The screenshot shows a course content page with the following elements:</p> <ul style="list-style-type: none">Course Content header with course start date (17/06/20) and category (CIVIL ENGINEERING).A 'Your progress' indicator.A list of course sections: General, Social Instrument, and MODULE 1: INTRODUCTION. The 'General' section is highlighted with a red box.A dropdown menu for the 'General' section.A list of course items with checkboxes: Announcements, Assignment 1, Quiz, lab exercise, Final exam, Feedback Route to Profesional (highlighted with a red box), Sijil, and Quiz 2.	<p>a) Pada halaman isi kandungan kursus yang berdaftar, klik pada bahagian General kursus.</p> <p>b) Klik pada bahagian maklum balas yang disediakan oleh pensyarah bagi kursus berkenaan.</p>

 <p>The screenshot shows a web interface for providing feedback. At the top, there is a search bar and navigation tabs for 'ILMU', 'ACADEMIC', 'SELF-DEVELOPMENT', 'SHORT COURSE', and 'E-DIDIK'. The main heading is 'Feedback Route to Profesional'. Below this, there are three questions with radio button options:</p> <ul style="list-style-type: none">How Good this course? (Options: Good, Very Good, Fair)How you feel regarding this course? (Options: Very Good, Very Clear, Very bad, Very excelent)Please rete teacher for this course? (Dropdown menu) <p>At the bottom of the form, there is a message: 'There are required fields in this form marked'. Below this message, there are two buttons: 'Submit your answers' (highlighted with a red box) and 'Cancel'. At the very bottom of the page, there is a 'Continue' button (highlighted with a yellow box).</p>	<ul style="list-style-type: none">c) Tekan butang Answer the questions untuk mula beri maklum balas.d) Menjawab soalan-soalan berkenaan maklum balas kursus tersebut.e) Tekan butang Submit your answers untuk menghantar maklum balas.f) Maklum balas yang telah Berjaya dihantar dan disimpan.
---	---

7.0 Halaman pelajar untuk menduduki/mengambil/mengantar pentaksiran kursus.

7.



- a) Pada halaman modul kursus berkenaan, klik pada jenis pentaksiran contohnya Kuiz.
- b) Tekan pada butang **Attempt quiz now** dan **Start attempt** untuk menjawab kuiz.



ILMU ACADEMIC SELF-DEVELOPMENT SHORT COURSE E-DIDIK

1
Finish attempt ...

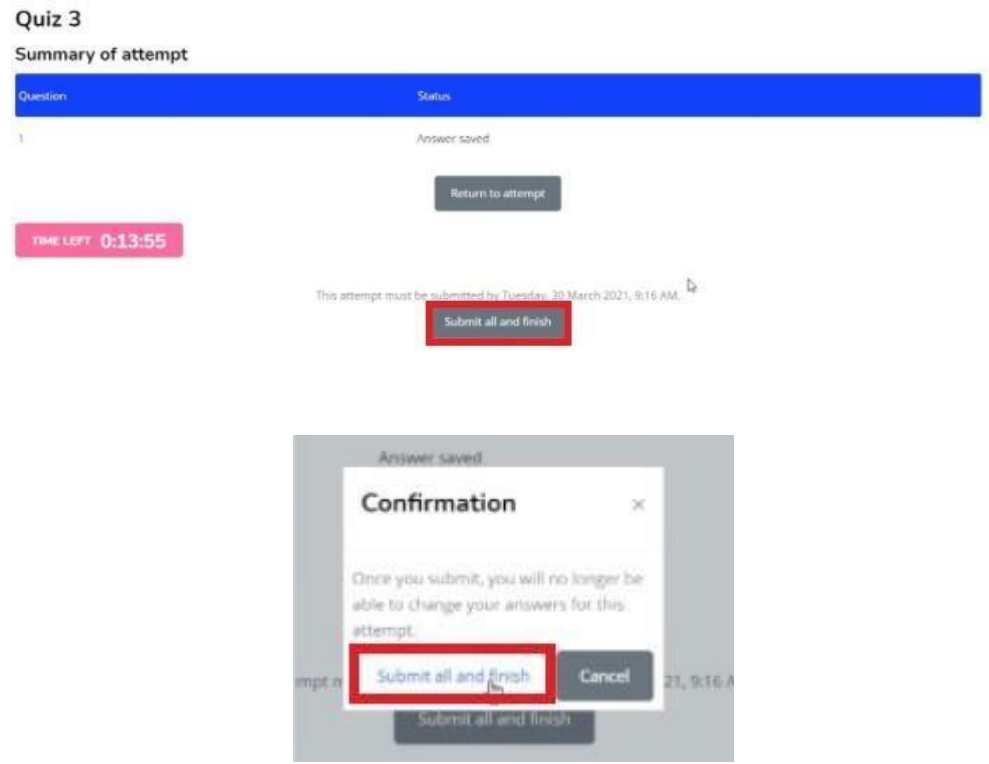
TIME LEFT 0:14:36

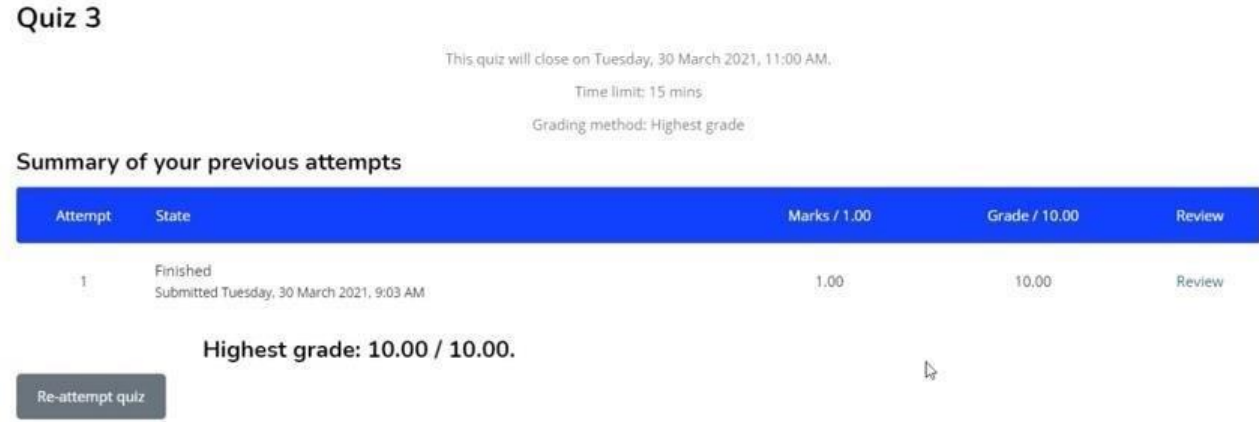
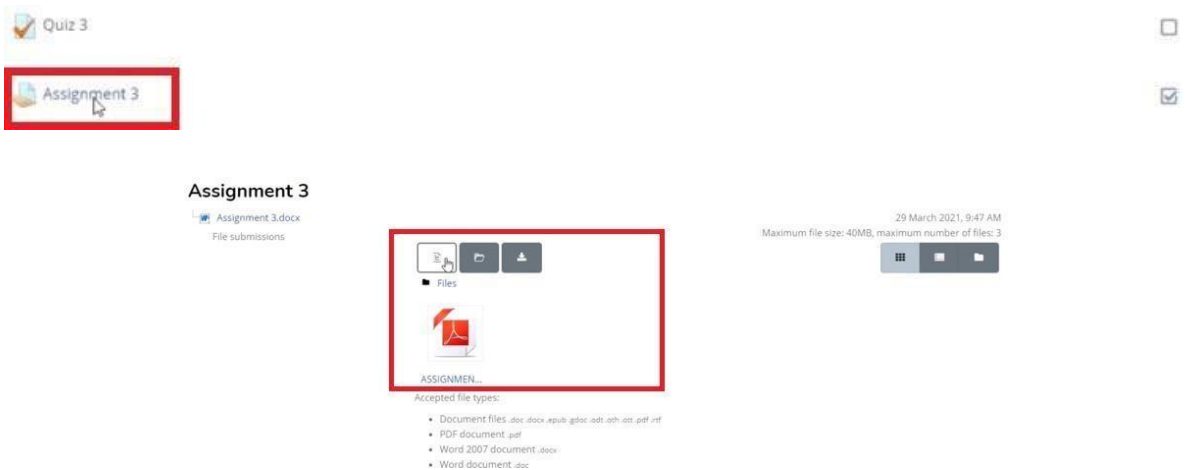
QUESTION 1
Not yet answered
Marked out of 1.00
Flag question

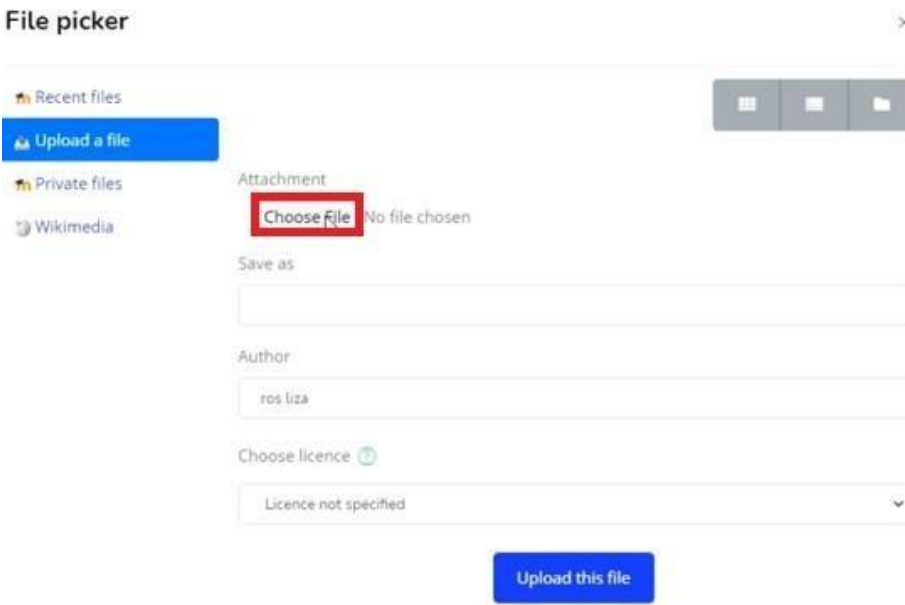
Gives direction and purpose to an organization.

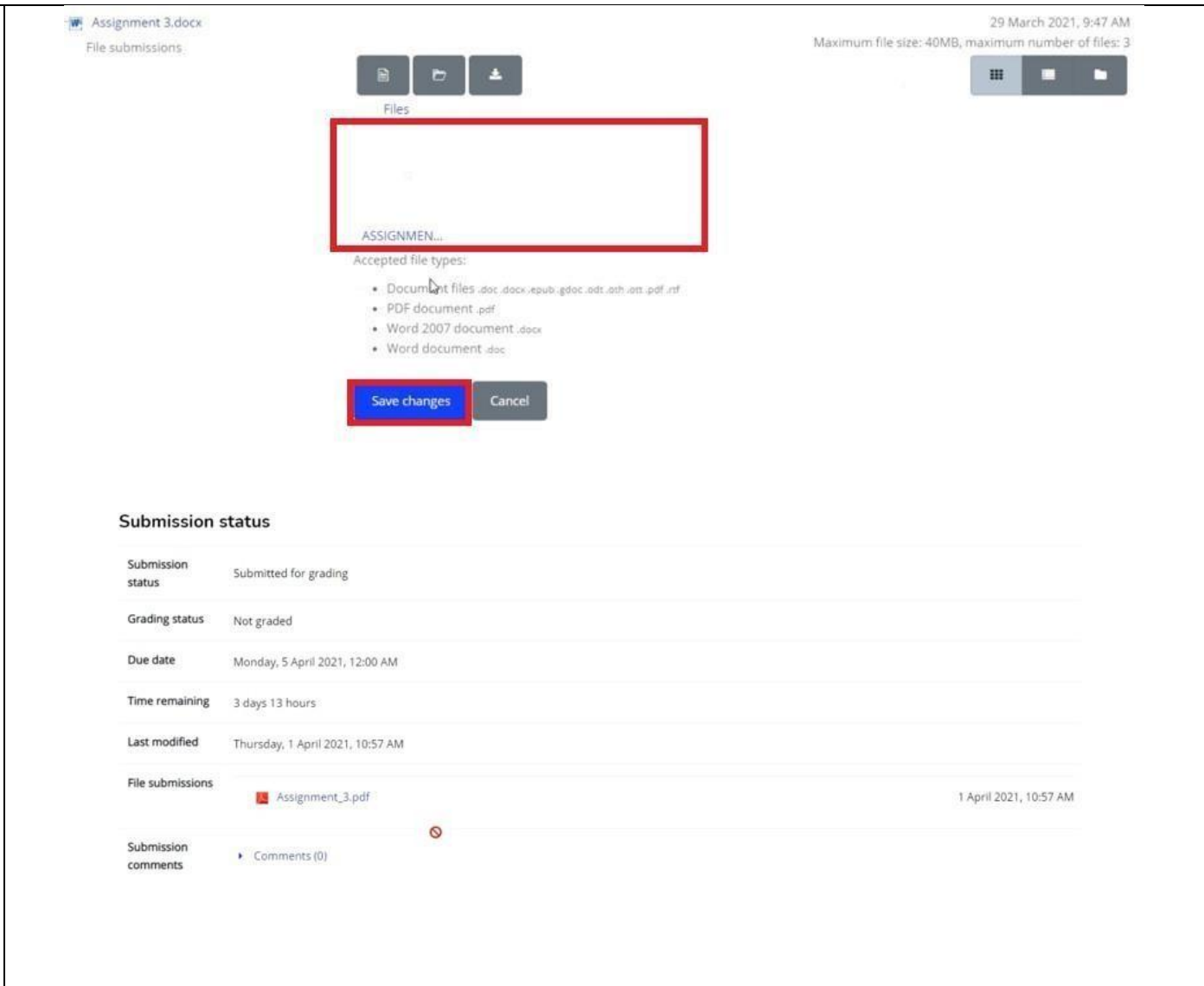
- a. Organization policy
- b. Plan
- c. Decision making
- d. Planning

c) Pelajar dapat melihat masa yang tinggal untuk menjawab kuiz.

 <p>The screenshot displays a quiz interface for 'Quiz 3'. At the top, it shows 'Summary of attempt' with a table header for 'Question' and 'Status'. Below this, a 'Return to attempt' button is visible. A pink box indicates 'TIME LEFT 0:13:55'. A deadline message states 'This attempt must be submitted by Tuesday, 30 March 2021, 9:16 AM.' Below this is a 'Submit all and finish' button. A 'Confirmation' dialog box is open, warning that 'Once you submit, you will no longer be able to change your answers for this attempt.' The dialog has 'Submit all and finish' and 'Cancel' buttons. A 'Submit all and finish' button is also visible at the bottom of the dialog.</p>	<p>d) Setelah selesai menjawab, tekan pada butang Finish attempt.</p> <p>e) Skrin memaparkan status kuiz yang dijawab.</p> <p>f) Tekan butang Submit all and finish setelah selesai menjawab dan menyemak kuiz yang dijawab.</p>
--	--

	 <p>Quiz 3</p> <p>This quiz will close on Tuesday, 30 March 2021, 11:00 AM.</p> <p>Time limit: 15 mins</p> <p>Grading method: Highest grade</p> <p>Summary of your previous attempts</p> <table border="1"> <thead> <tr> <th>Attempt</th> <th>State</th> <th>Marks / 1.00</th> <th>Grade / 10.00</th> <th>Review</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Finished Submitted Tuesday, 30 March 2021, 9:03 AM</td> <td>1.00</td> <td>10.00</td> <td>Review</td> </tr> </tbody> </table> <p>Highest grade: 10.00 / 10.00.</p> <p>Re-attempt quiz</p>	Attempt	State	Marks / 1.00	Grade / 10.00	Review	1	Finished Submitted Tuesday, 30 March 2021, 9:03 AM	1.00	10.00	Review	<p>g) Pelajar dapat melihat status kuiz beserta markah kuiz.</p>
Attempt	State	Marks / 1.00	Grade / 10.00	Review								
1	Finished Submitted Tuesday, 30 March 2021, 9:03 AM	1.00	10.00	Review								
	 <p>Quiz 3</p> <p>Assignment 3</p> <p>Assignment 3</p> <p>Assignment 3.docx File submissions</p> <p>29 March 2021, 9:47 AM Maximum file size: 40MB, maximum number of files: 3</p> <p>Files</p> <p>ASSIGNMEN...</p> <p>Accepted file types:</p> <ul style="list-style-type: none"> • Document files .doc .docx .epub .gdoc .odt .odt .odt .pdf .rtf • PDF document .pdf • Word 2007 document .docx • Word document .doc 	<p>a) Pada halaman modul kursus berkenaan, klik pada jenis pentaksiran contohnya Assignment.</p> <p>b) Setelah selesai menjawab pentaksiran, tekan pada butang Files untuk menghantar pentaksiran.</p>										

	<p>c) Tekan pada butang Choose File untuk memilih fail dokumen.</p> <p>d) Pelajar juga boleh memadam fail dokumen yang silap dipilih.</p>
--	---

	<p>e) Tekan pada butang Save changes untuk memuat naik dokumen.</p> <p>f) Skrin akan menunjukkan status berkenaan pentaksiran yang berjaya dihantar.</p>
---	---