



**PEMAKLUMAN PENTADBIRAN DAN OPERASI PENGURUSAN PELAJAR
KALI KE-152 BIL.26/2024**

**PERMOHONAN TUNTUTAN KREDIT KURSUS KOKURIKULUM BAGI PELAJAR
DIPLOMA, IJAZAH SARJANA MUDA DAN IJAZAH SARJANA DUAL SESI AKADEMIK
2024/2025 SEMESTER I**

Assalamualaikum w.b.t. dan Salam Sejahtera,

Dengan segala hormatnya saya diarah merujuk perkara di atas.

Merujuk kepada pemakluman ini, para pelajar yang telah selesai mengikuti **modul kokurikulum** penawaran Akademi Adab dan telah memenuhi jumlah **4 CATS** (UQB1001/UQB2001) atau **8 CATS** (UQA1002/UQA2002) dimohon untuk membuat permohonan tuntutan kredit pada Semester I 2024/2025 melalui sistem MyCredential (<https://mycredential-b.com/CredB/index.php>).

Tempoh permohonan tuntutan kredit adalah seperti di Jadual berikut:

Bil	Perkara	Tempoh
1	Tuntutan Kredit Fasa 1	30 November – 22 Disember 2024
2	Tuntutan Kredit Fasa 2	28 Disember 2024 – 6 Januari 2025

Kelewatan untuk membuat tuntutan kredit bagi kursus kokurikulum (UQB1**1/ UQB2**1/ UQA1002 / UQA2002) boleh menyebabkan keputusan peperiksaan tersebut tidak dapat diproses pada Semester I 2024/2025. Sebarang pertanyaan berkaitan perkara ini, pelajar diminta hadir ke Pejabat Akademi ADAB (Pekan/Gambang) atau melalui pautan https://mycredential-b.com/CredB/user_support.php atau hubungi pegawai Akademi Adab seperti talian dibawah:

1.	Encik Saharudin bin Ramli	09-431 6743	Pekan
2.	Encik Mohd Khairulnazri Saidi	09-431 5471	Pekan
3.	Encik Mohd Nazri Rahmad	09-431 6003	Pekan
4.	Encik Darolhisham Darus	09-431 6008	Gambang
5	Talian Rasmi Akademi Adab	09-431 5079	Gambang & Pekan

Sekian, terima kasih.

“MALAYSIA MADANI”

“BERKHIDMAT UNTUK NEGARA”

“Teknologi Untuk Masyarakat”

Akademi Adab

Jabatan Hal Ehwal Pelajar & Alumni

Tarikh: 28 November 2024



**NOTICE OF ADMINISTRATION AND STUDENT MANAGEMENT OPERATION
ANNOUNCEMENT 152nd TIME, BIL NO. 26/2024**

**APPLICATION FOR CO-CURRICULUM COURSE CREDIT CLAIM FOR DIPLOMA,
BACHELOR'S, AND DUAL DEGREE STUDENTS' FOR THE ACADEMIC SESSION
2023/2024 SEMESTER I**

Assalamualaikum w.b.t. dan Salam Sejahtera,

With reference to the above matter.

Referring to this announcement, students who have completed the co-curricular module offered by the Akademi Adab and have accumulated **4 CATS** (UQB1001/UQB2001) or **8 CATS** (UQA1002/UQA2002) are requested to submit their credit claim applications for Semester I 2024/2025. Credit claim applications must be made through the MyCredential system (<https://mycredential-b.com/CredB/index.php>).

The credit claim application period requests is as follows:

No	Task	Period
1	Credit Claim – Phase 1	30 November – 22 December 2024
2	Credit Claim – Phase 2	28 December 2024 – 6 January 2025

Failure to submit credit claims for cocurriculum courses (UQB1**1/ UQB2**1/ UQA1002/ UQA2002) within the specified timeframe will prevent cocurriculum course results from being processed in Semester I 2024/2025. For questions regarding credit claims, students are encouraged to visit the Akademi Adab Office (Pekan/Gambang), contact support at https://mycredential-b.com/CredB/user_support.php or reach out to Akademi Adab staff at the numbers provided below:

1.	Encik Saharudin bin Ramli	09-431 6743	Pekan
2.	Encik Mohd Khairulnazri Saidi	09-431 5471	Pekan
3.	Encik Mohd Nazri Rahmad	09-431 6003	Pekan
4.	Encik Darolhisham Darus	09-431 6008	Gambang
5	Akademi Adab General line	09-431 5079	Gambang & Pekan

Thank you.

“MALAYSIA MADANI”

“BERKHIDMAT UNTUK NEGARA”

“Teknologi Untuk Masyarakat”

Akademi Adab

Student Affairs & Alumni Department

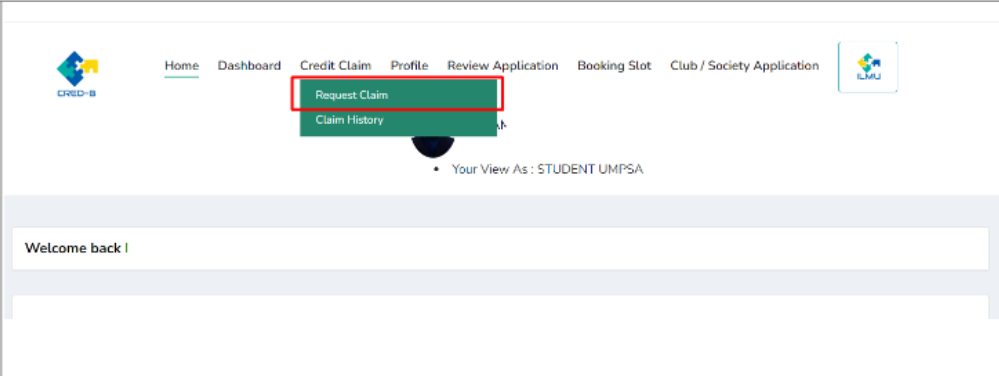
Date: November 28th, 2024

STUDENT USER MANUAL

1) Claim Credit

Click on "Request Claim" under "Credit Claim" at navigation bar.

Klik pada "Minta Tuntutan" di bawah "Tuntutan Kredit" dalam bar navigasi.



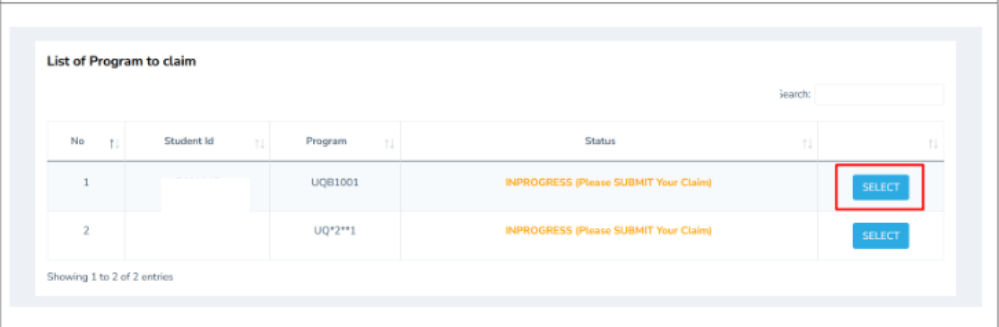
Status credit claim.

Tuntutan kredit status.

No	Status	Description
1	INPROGRESS	You need to submit your credit claim.
2	APPLIED	You have success applied your credit claim. Wait approval from AKADEMI ADAB.
3	APPROVED	Your credit claims already approved by AKADEMI ADAB.
4	COMPLETED	Your credit claims already completed.
5	REJECTED DUE _____ PLEASE RESUBMIT YOUR CLAIM	Your credit claim rejected and needed to resubmit again.

Click on "Select" button to claim your subject.

Klik pada butang "Pilih" untuk tuntutan kredit subjek.



No	Student Id	Program	Status
1		UQB1001	INPROGRESS (Please SUBMIT Your Claim)
2		UQ*2**1	INPROGRESS (Please SUBMIT Your Claim)

Showing 1 to 2 of 2 entries

Please note that it is necessary for you to follow the required minimum of CATS for the subject you selected. The claimed module is not available for other subject code claims. One module is available to claim for one subject code only.

Sila ambil perhatian bahawa anda perlu mengikut minimum CATS yang diperlukan untuk subjek pilihan anda. Modul yang dituntut tidak tersedia untuk tuntutan kod subjek lain. Satu modul tersedia untuk dituntut untuk satu kod subjek sahaja.

No	Subject	Total Minimum CATS to claim
1	UQB1001	4
2	UQ*2**1	4
3	UQA1002	8
4	UQA2002	8

The list of modules you have attended will be displayed. You cannot claim the module if you do not attend the class / your trainer has not updated attendance / your trainer has not updated marks yet.

Senarai modul yang telah anda hadiri akan dipaparkan. Anda tidak boleh menuntut modul jika anda tidak menghadiri kelas / jurulatih anda belum mengemas kini kehadiran / jurulatih anda belum mengemas kini markah lagi.

List of Module

CATS	Attendance	Total Marks	Class Date	Available Credit Transfer (Please Select)	Claim For UQ*2**1
2	NA	87	NA	HQ-DE007-02-L4F 3D DESIGN + 3D PRINTING	<input checked="" type="checkbox"/>
2	Attendance has not been updated yet	Attendance has not been updated yet	14-10-2023 08:00:00	HQP3032 GROOMING AND ETIQUETTE	Mark has not been updated yet
2	PRESENT	86	28-10-2023 08:00:00	HQD3022 MOBILE PHONE PHOTOGRAPHY	<input checked="" type="checkbox"/>
2	PRESENT	Mark has not been updated yet	02-11-2023 08:00:00	HQD3042 CLICK WISELY & SOSIAL MEDIA ETHICS	Mark has not been updated yet
2	ABSENT	ABSENT	14-11-2023 08:00:00	HQP3052 APLIKASI SURAH ALFATHAH DALAM KEHIDUPAN	You not attend this module

Click on to select the module for the credit claim.

Klik pada untuk memilih modul bagi tuntutan kredit.

The selected module will be in the table on the right.

Modul yang dipilih akan berada dalam jadual di sebelah kanan.

You may click button to remove the module from the request claim.

Anda boleh mengklik pada untuk mengalih keluar modul daripada permintaan tuntutan.

List of Module

CATS	Attendance	Total Marks	Class Date	Available Credit Transfer (Please Select)	Claim For UQ*2**1
2	NA	87	NA	HQ-DE007-02-L4F-3D DESIGN + 3D PRINTING	<input checked="" type="checkbox"/>
2	NA	81	NA	HQ-CC011-02-L5F-THE SECRET OF OUTSTANDING PRESENTATION	MODULE ALREADY SUBMIT FOR SUBJECT UQ*2**1
2	Attendance has not been updated yet	Attendance has not been updated yet	14-10-2023 08:00:00	HQP3032 GROOMING AND ETIQUETTE	Mark has not been updated yet
2	PRESENT	86	28-10-2023 08:00:00	HQD3022 MOBILE PHONE PHOTOGRAPHY	MODULE ALREADY SUBMIT FOR SUBJECT UQ*2**1

List of Module Request Claim
Table below show list of student mark

Program	CATS	Total Marks	Selected Credit Transfer	ACTION
UQ*2**1	2	81	HQ-CC011-02-L5F - THE SECRET OF OUTSTANDING PRESENTATION	<input checked="" type="checkbox"/>
	2	86	H11-G397-L0-2-002F - HQD3022 MOBILE PHONE PHOTOGRAPHY	<input checked="" type="checkbox"/>
TOTAL FOR UQ*2**1	Total CATS : 4	Final Mark : 83.50%		

Declaration for Co-Curriculum Credit Claim

- I understand the rules and implications of the credit claim application, and I agree with the marks obtained.
- I understand that providing false or misleading information may result in revocation of the grade given.

 I agree with the term and condition

SUBMIT CLAIMS

Please read the declaration for Co-Curriculum Credit Claim and tick "I agree with the term and condition" and click on "SUBMIT CLAIMS" button.

Sila baca pengisytiharan untuk tuntutan kredit kokurikulum dan tandakan "Saya bersetuju dengan terma dan syarat" dan klik pada butang "HANTAR TUNTUTAN".

Declaration for Co-Curriculum Credit Claim

- I understand the rules and implications of the credit claim application, and I agree with the marks obtained.
- I understand that providing false or misleading information may result in revocation of the grade given.

I agree with the term and condition

SUBMIT CLAIMS

Click on "Yes, I am sure !" to submit your credit claim.

Klik pada "Ya, saya pasti!" untuk menghantar tuntutan kredit anda.

SUBJECT

!

Are you sure want to submit this claim for UQB1001?

No, cancel it!

Yes, I am sure!

You may click on "CANCEL CLAIM" button to cancel your claim.

Anda boleh mengklik pada butang "BATALKAN TUNTUTAN" untuk membatalkan tuntutan anda.

#	Student Id	Program Code	Cancel Requested	Status	List Module
1		UQB1001	<div style="border: 1px solid red; padding: 2px; display: inline-block; background-color: #28a745; color: white;">CANCEL CLAIM</div>	APPLIED	HQ-CC011-02-L5F-THE SECRET OF OUTSTANDING PRESENTATION HQ-DE007-02-L4F-3D DESIGN + 3D PRINTING