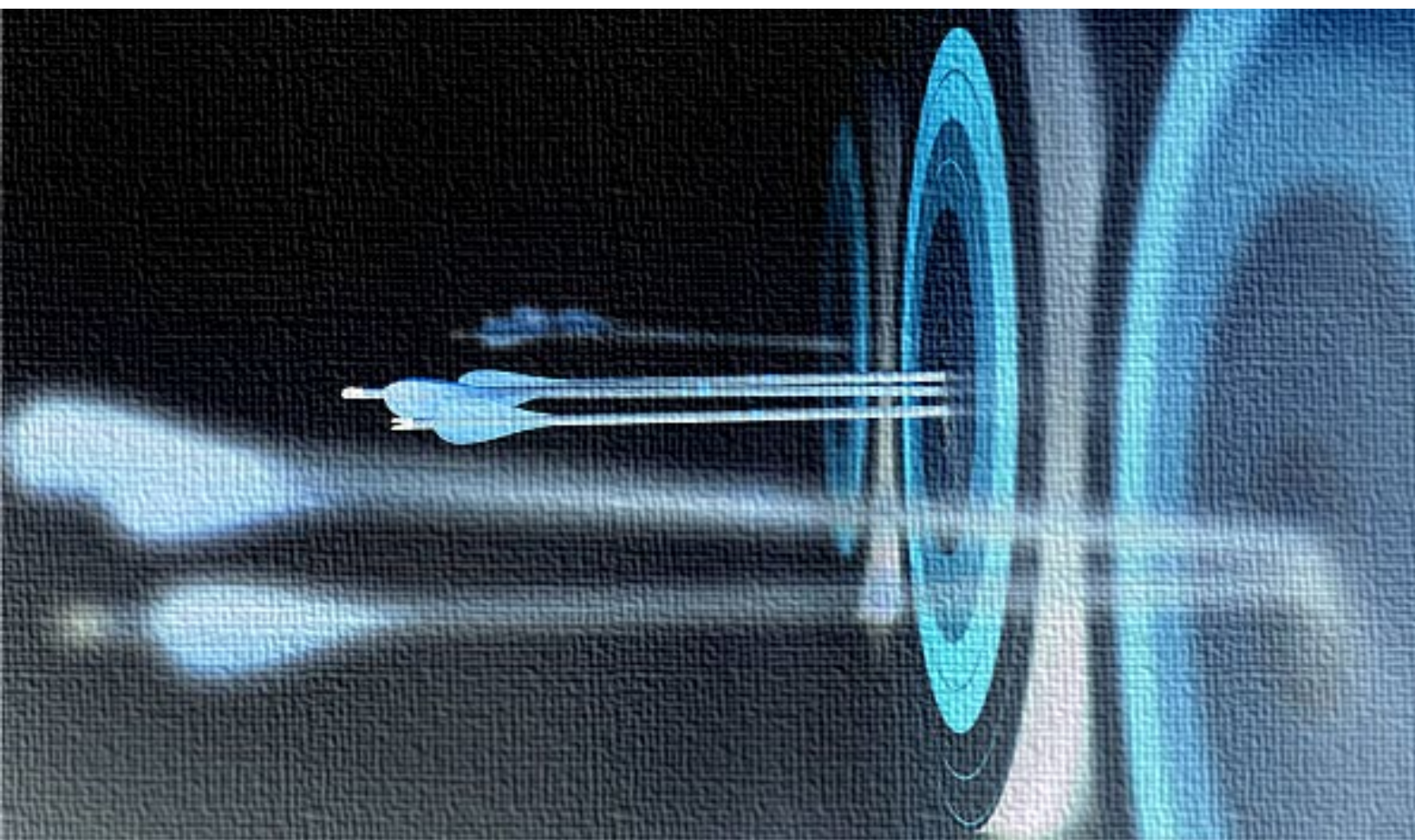


GENERAL GUIDELINES & FREQUENTLY ASKED QUESTIONS UMEXPERT 2024



UMExpert Guidelines & Frequently Asked Questions

(Revision 2024)

Note:

1. This document is prepared for the reference of the Faculty of Engineering Staff only. It might not be applicable to the staff from other faculties. So please do not share it outside the faculty to avoid any confusion.
2. It is intended to provide a simple guide for a number of most frequently occurring issues related to UMExpert. Other Modules which involve mostly straight forward cases are therefore not included in this General Guidelines and FAQs.

Prepared by:

Prof. Ir. Dr. Nik Nazri Nik Ghazali

Prof. Ir. Dr. Mohd Faizul Mohd Sabri

Prof. Madya Dr. Raja Ariffin Raja Ghazilla

Dr. Mohd Usman Mohd Junaidi

Madam Noraein Abu Samah

Dr. Mohd Fadzil Jamaludin

Madam Hanie Nadia Shasmin

Madam Nik Ibtishamiah Haji Ibrahim

Dr. Nurul Fauzani Jamaluddin

Dr. Cheah Mei Yee

Madam Ulya bt Sujak

Mr. Amer Faezzudden Ahmad Fazal

Madam Fatinurshaira Mohd Yunus

Miss Hasnatul Farhana Hassan

Miss Nurul Atiqah Mohd Azman

Miss Noor Hafiza Halim

Mr. Md Khairul Azwan Md Razali

Miss Noor Ayuni Mohd Zulaidi

Madam Norazirah Mohd Supi

Madam Niyyah Aisyah Jali

Acknowledgement

Special thanks to the inputs from:

Associate Professor Dr. Nikmatul Adha Binti Nordin
Director
Corporate Performance Centre (CPC)

Madam Noorul Shafika Misbah
Assistant Registrar
Corporate Performance Centre (CPC)

Madam Sa'idah Nafisah Mohd Zahari
Assistant Registrar
Corporate Performance Centre (CPC)

Madam Azrin Md Kasim
Research Officer / MyRA Secretariat
Institute of Research Management & Services Office

Madam Marina Mansor
Information Technology Officer
Information Technology Department

Madam Norlaili Raspan
Information Technology Officer
Information Technology Department

Madam Norhafizah Hashim
Information Technology Officer
Information Technology Department

Madam Nor Tahirah Tugiman
Project Officer
Information Technology Department

Madam Rosmarini Mohamad
Information Technology Officer
Information Technology Department

Madam Zaharah Ramly
Assistant Chief Librarian
Main Library UM

Juhaida Binti Abd Rahim
Senior Librarian
Main Library UM

Table of content

Prepared by:	2
Acknowledgement	4
Table of content	6
Part 1: General Guidelines	7
Part 2: Frequently Asked Questions	12
1. Module: Academic / Professional Services.....	12
2. Module: Administrative Duties.....	14
3. Module: Memberships.....	15
4. Module: Award & Stewardship.....	17
5. Module: External Supervision.....	18
6. Module: Social Responsibility Activities.....	18
7. Module: Publications > WOS/Scopus Index.....	19
8. Module: Publications > Articles in Journal.....	19
9. Module: Publications > Articles in Proceedings.....	22
10. Module: Publication > Book / Chapter in book.....	23
11. Module: Paper Presented.....	29
12. Module: Other publications.....	32
13. Module: External Grant Proposal.....	38
14. Module: External Research Collaborator.....	38
15. Module: Teaching & Supervision.....	39
Appendix 1: KPI's Measures, Points & Weightages, S&T Field.....	40

Part 1: General Guidelines

1. Make sure all the compulsory sections with asterisks “*” are completed. Missing information may result in other KPI issues later on.
2. Make sure a valid evidence is attached (compulsory) for every item uploaded by staff for verification purposes.
3. Make sure you claim at ONE category only for a particular achievement.
4. Please email to:

Issues	Email
Issues related to indexed journal	academiclib@um.edu.my
Issues related to UMLExpert system	helpdesk@um.edu.my
Issues related to UMLExpert application: Pn Sa'idah Nafisah Mohd Zahari Corporate Performance Centre (CPC) Faculty UMLExpert admin	snafisah@um.edu.my urusetia_cpo@um.edu.my umexpert_fkum@um.edu.my

5. Department's representative

Names	Department	Email
Prof. Madya Dr. Badrul Hisham Mohd Jan	Chemical Engineering	badrules@um.edu.my
Prof. Madya Ir. Dr. Ahmad Khairi Abdul Wahab	Biomedical Engineering	khairi@um.edu.my
Prof. Madya Ir. Dr. Jeevan a/l Kanesan	Electrical Engineering	jjevan@um.edu.my
Dr. Farahin Mohd Jais	Civil Engineering	farahin.mohdjais@um.edu.my
Dr. Tan Chin Joo	Mechanical Engineering	tancj@um.edu.my

6. To post a UMLExpert issue at UM Helpdesk. Please visit: <https://helpdesk.um.edu.my>

My Ticket

Home / My Ticket

New Inprogress Completed

Search:

#	Ticket No	Problem	Reply	Report Date	Processing Day	Action
---	-----------	---------	-------	-------------	----------------	--------

Choose:

ICT Services

UMLExpert

Receiver: -- Please select --

Type: ☒ Complaint ☐ Inquiry ☐ Suggestion ☐ Compliment

Instruction
Arahan kepada pengadu maklumat apa perlu dimasukkan.

Detail

Provide the detail of your complaint/ Inquiry here

Rich text editor toolbar: Bold, Italic, Underline, Bulleted List, Numbered List, Indent, Outdent, Paragraph, Undo, Redo, Link, Unlink, Image, Video, Table, Font Color, Background Color, Print, Full Screen, Source Code, Help.

7. How to identify the right MODULE for your achievement ?

- (i) Refer to UM KPI Excel (S&T) Spreadsheet for the correct **UMExpert Module**, & read carefully the **Operation Definition** (Appendix 1)

KPI'S MEASURES, POINTS AND WEIGHTAGES S&T FIELD

INSTRUCTION FOR UMEPERT:

- ▶ UM Affiliated refers to all works/activities/contributions during UM tenureship
- ▶ Non UM Affiliated refers to all works/activities/contributions before UM tenureship
- ▶ Submodule/Category - Kindly choose the right module/submodule/category

A RESEARCH (40-50%)										
								UMExpert Module	Submodule / Category	PTJ Approval
A1-0 PUBLICATION (13%)										
A1-1	WoS	CA	Single & Two Authors	3 Auth	4 Auth	5 Auth	≥ 6 Authors			
S1	Q1 (Number)	50	50	25	17	13	10	Publication	WoS Indexed Journal Doc Type: Article; Review *** Include early access	N/A
S2	Q2 (Number)	40	40	20	13	10	8	Publication	WoS Indexed Journal Doc Type: Article; Review *** Include early access	N/A
S3	Q3 (Number)	30	30	15	10	8	6	Publication	WoS Indexed Journal Doc Type: Article; Review *** Include early access	N/A
S4	Q4 (Number)	20	20	10	7.0	5	4	Publication	WoS Indexed Journal Doc Type: Article; Review *** Include early access	N/A
A1-2	SCOPUS	CA	Single & Two Authors	3 Auth	4 Auth	5 Auth	≥ 6 Authors			
S5	Q1 (number)	5	5	2.5	1.7	1.3	1	Publication	SCOPUS Indexed Journal Doc Type: Article; Review	N/A
S6	Q2 (number)							Publication	SCOPUS Indexed Journal Doc Type: Article; Review	N/A
S7	Q3 (number)							Publication	SCOPUS Indexed Journal Doc Type: Article; Review	N/A
S8	Q4 (number)							Publication	SCOPUS Indexed Journal Doc Type: Article; Review	N/A

Web of Science (WoS) refers to Clarivate's abstract and citation database
 SCOPUS refers to Elsevier's abstract and citation database
 Number of Author refers to total number of authors
 Point of higher Quartile (Q) will be used if the category of the journal drops based on Journal Citation Report (JCR)
 Researcher must update the Researcher ID (Application Programming Interface - API) in order to capture the publication
 Only Article/Review in Indexed Journal with International Standard Serial Number (ISSN) will be counted
 Article/Review in early access status with Digital Object Identifier (DOI) will also be accepted (no double counting from previous year)
 The same article/review indexed in both WoS and SCOPUS will be counted only once and receive the higher mark based on quartile (for non S&T)
 The Article/Review listed in predatory journal's list will not be accepted
 Only Active Staff as author will be counted
 Cut-off-date for article/review indexing is 31st March of the coming year

(ii) Refer to UMLExpert Module page note

The screenshot displays the UMLExpert web application. The top navigation bar is dark blue with the 'UMEXPERT' logo and a hamburger menu icon. A left sidebar contains a list of menu items: 'RMS Dashboard', 'Academic/Professional Services', 'Administrative Duties' (highlighted in dark blue), 'Award and Stewardship', 'Clinical Activities', 'Commercialization', 'Consultancy Project', 'Course attended', 'In-kind', and 'Memberships'. The main content area has a breadcrumb trail: 'RMS Dashboard > RMS Dashboard > Administrative Duties'. Below this is a 'Please Note' section with an information icon. The text in this section defines 'Administrative duties' as appointment in any administrative work at various levels, lists three levels (Department, Faculty, and University), defines 'Task force member', 'Coordinator', and 'Clinical Administration', and provides instructions for 'UM Affiliated' and 'Non UM Affiliated' users regarding data submission and system issues.

UMEXPERT

RMS Dashboard > RMS Dashboard > Administrative Duties

Please Note

Administrative duties refers to appointment in any administrative work at various level

1. **Department Level** - Appointment by the Head of Department
2. **Faculty Level** - Appointment by the Deans/Directors/Faculty Management
3. **University Level** - Appointment by the VC/DVC/KVC/Registrar/Bursar

Task force member refers to special committee to address specific task

Coordinator refers to any administrative work include programme coordinator/course coordinator/time table coordinator.

Clinical Administration refers to all administrative work related to improvement of clinical practice and clinical session.

UM Affiliated :
Refers to all works/activities/contributions **during UM tenureship**
The completed information under this category should be sent to PTJ for approval. This can be done by clicking the **Verify** button.
If you have issues with your KPI system, please email unusebia_cpo@um.edu.my

Non UM Affiliated :
Refers to all works/activities/contributions **before UM tenureship** (only for CV purpose)

If you have technical issues with UMLExpert system, please lodge a complaint in the **Helpdesk System** (<https://helpdesk.um.edu.my/>)

8. Where to identify the comments for my submission that need to be revised?

The screenshot displays the **umexpert.um.edu.my/remis/admin_duties.php** web interface. On the left, a sidebar contains navigation links: Specialization, Social Responsibility Activities, Supervision, Teaching, and Web Link. The main content area shows a list of duties for the year 2023. Two duties are visible:

- Duty 1:** Supervisor, DEPARTMENT, Level Department, Duration 01/10/2022 to 31/10/2023. It includes a Supporting Document section with a file named PELANTIKAN_SEBAGAI_PENASI..... uploaded by User on 2022-12-31 10:28:18.918641. To the right, there are buttons for Academician and PTJ, a Verification Status section, and a Display in CV option.
- Duty 2:** KPI 2022 2023, Committee Members, INTERNATIONAL MEMBER, Level International, Duration 29/09/2022 to present. It also has buttons for Academician and PTJ, a Verification Status section, and a Display in CV option.

Red arrows highlight the process of identifying comments for revision. One arrow points from the 'Comments' icon (a speech bubble with a checkmark) in the top right of the duty list to the 'Activity Log' window. Another arrow points from the 'Comments' icon in the bottom right of the duty list to the same 'Activity Log' window. The 'Activity Log' window, titled 'Activity Log', shows a log for January 2023. It contains a comment from a 'PTJ Representative' dated 05 Jan 2023 05:45 PM, stating: 'Others - Please change "Level" to faculty- follow the signatory of appointment letter. Thank you.' Below the comment is an orange 'Revised' button.

Part 2: Frequently Asked Questions

1. **Module: Academic / Professional Services**

(KPI Criteria and OD S&T: Other Research Activity - S35-S38, Services - S50-S52, S54)

1Q. What type of activities can be considered under the module of Academic and Professional Services?

1A: The Academic / Professional Services activities fall under this module are as listed below:

- a) Evaluation
- b) Contribution to the external organization
- c) Contribution to event
- d) Media Appearance
- e) Mentoring

** Please refer to Figure 1 for a complete description*

2Q. Can I put my admin service under academic/professional module?

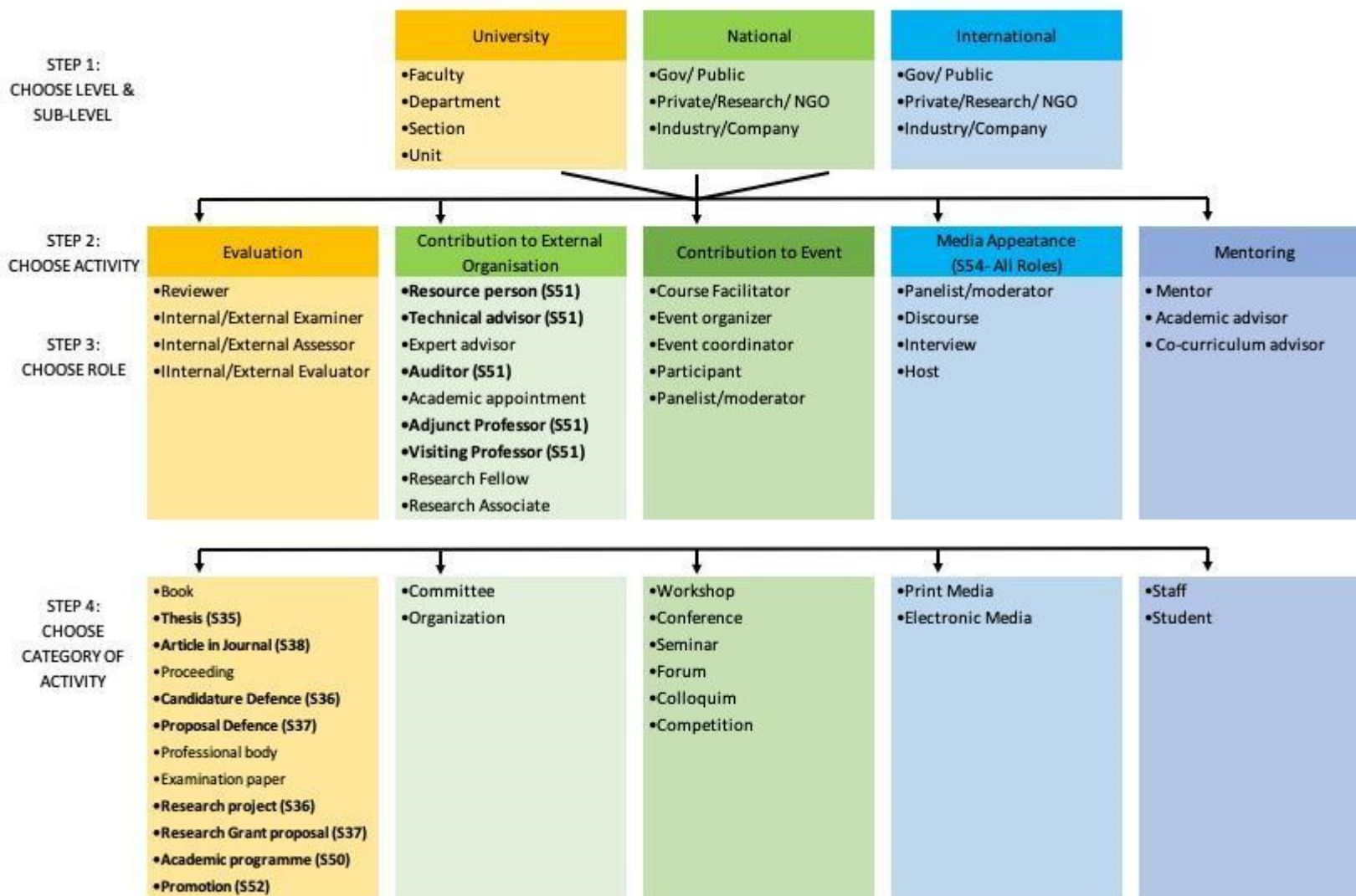
2A: Only admin activities related to one of the 5 categories above can be considered, for example; admin work as a professional for an event/organization (resource person).

Other admin duty that is not related to the 5 categories above should be placed under the "Administrative Duties" module.

3Q. CASE 1: Where should I upload the activities related to Invited Speaker for forum/webinar Activity?

3A: These activities should be placed under the module of Paper Presented – Invited Speaker/Professional sharing (S44).

ACADEMIC/PROFESSIONAL SERVICES FIGURE 1



- Please check in KPI and OD for S&T which **LEVEL** and **ROLE** that can contribute to marks.

4Q. CASE 2: If I'm a panel for a seminar/forum; should I put the activity under Invited Speaker (S44) or under Contribution to Event under Academic/Professional services?

4A: Only Speaker activity should be keyed in under S44. Other activities such as jury panelist/judge, moderator, and committee for an event, should be under Academic/Professional Services-Contribution to External Organisation or Event.

5Q. What type of Media Appearance that is accepted under S54 in UM KPI Excel spreadsheet?

5A: All media appearances through electronic media and print are accepted under S54. If you are the **author** of the printed media it should be under S23: Other Publication.

6Q. Where should I key in my Editorial board activity?

6A: For WoS/Scopus Journal, it should be under module S47: Membership.

2. **Module: Administrative Duties** **(KPI Excel Spreadsheet: S48-S49)**

1Q. What are the appointments that can be considered as Admin Duty in UMEExpert?

1A: Admin duties refers to an appointment in any administrative work at various level:

- Department Level: Appointment by Head of Department/Centre.
- Faculty Level: Appointment by the Deans, Director/Faculty Management.
- University Level: Appointment by the VC, DVC/AVC/ Registrar/Bursar.
- **Task force Member** refers to a special committee to address a specific task.
- **Coordinator** refers to the admin work including the program coordinator/ timetable coordinator.

3. Module: Memberships (KPI Excel Spreadsheet: S45-S47)

1Q. What are the appointments that can be considered as Membership in UMEExpert?

1A: Memberships under UMEExpert are for any activities including normal participation/appointed elected executive/committee member in Professional bodies & learned society, government, and private agencies.

2Q. What are the criteria for Membership?

2A: Criteria for Membership:

- Academic/ Professional/ Society and NGO at the National and International Level only.
- Has membership number for Professional/Executive/Normal in Learned Society (Learned Society are organizations that promote a scholarly discipline or field of research).
- Membership can be from paid membership or by appointment/ recognition/ fellowship.
- Appointed membership as an executive committee (EXCO) must be National and International level only.
- Auto-elected Membership such as Alumni university and "Majlis Profesor Negara" for Professor position **is not accepted**.
- Graduate Membership (BEM) is considered a Lifetime membership, and accepted for this module, but needs to be keyed in for every year manually.

3Q. Why my Membership achievement uploaded in UMExpert is always rejected by the PTj?

3A: All asterisk (*) parts must be filled out before submission for verification. Any empty parts in this module will be rejected or sent back to the user for correction.

Evidence must have validity in membership renewal if it's not a lifetime membership.

4Q. CASE 1: What if I have been involved as a panel/technical judge for an event organized by Society, but I am not a member of that Society?

4A: This activity should be placed under Academic/Professional services/Contribution to the External organization/Event). The best is to refer to your appointment letter to choose which Academic/Professional services suit the activity.

5Q. CASE 2: I am a member of a learned society and involved as secretary. Can I submit multiple applications under Membership module?

5A: Yes. This activity can be submitted as:

- a) S45 – Executive of learned society
- b) S46 - Member of learned society

* Valid evidence for each category above should be provided

6Q. What type of supporting letter is accepted for Memberships?

6A: Acceptable evidences for Membership are as follows: -

- Certificate of membership
- Membership card number
- Receipt of Renewal
- Screenshot and website link/address

- If the staff is being appointed as EXCO (executive members), please include, the term of appointment, letter of appointment, and role of appointment.
- * The evidence provided must show the validity/ renewal of your membership

4. Module: Award & Stewardship (KPI Excel Spreadsheet: S39-S40)

1Q. What are the achievements that can be considered as Award & Stewardship in UMExpert?

1A: Award/Fellowship/Stewardship offered by National and International academic and professional bodies/agencies towards research excellence including research exhibition award (Gold Medal/Special Award only). APC and SPC are not counted.

Example:

1. Special Award: Merdeka award, Top Research Scientist, Top Young Scientist Malaysians, Outstanding Scientist Award, NSF Diamond Achievement Award, Malaysia Toray Science Foundation Award, etc.
2. Stewardship: Tokoh Kraf Negara, Piala Seri Endon, Royal Institute of British Architect Award, Anugerah Tokoh Silat, Anugerah Buku Negara, etc.

Category in UMExpert:

AWARDS INFORMATION © 08/08/2021

Affiliation: ☒ UM ☐ Non-UM

Mode: ☒ Research ☐ Non-research

Award Category: << Select category >>

Level: << Select category >>

Name of Achievement:

Level of Achievement:

Award Date:

Type of Award Received:

Award Group: Please choose Award Category

Sub of Level:

Awarding Institution:

Year Awarded: Please choose award date

Remarks:

Options in Award Category dropdown:

- BEST ORAL
- BEST PAPER AWARD
- BEST POSTER AWARD
- BEST PRESENTATION
- BEST REVIEWER AWARD
- CREATIVITY
- DISTINGUISH FELLOWSHIP
- EXHIBITION AWARD
- GENERAL ACHIEVEMENTS
- JOURNAL REVIEWER AWARD
- NOTABLE FIGURE
- PROFESSIONAL CHAIR
- SPORTS ACHIEVEMENT
- TOP CITED RESEARCHER

Source: Adapted from Azrin, 2024

Description for *Award Category*:





AWARDS INFORMATION
08/08/2021

Affiliation

UM
Non-UM

Award Category *

DISTINGUISH FELLOWSHIP

Mode *

☒ Research
☐ Non research

Award Group *

STEWARDSHIP

Fullbright Fellowship, Leaders in Innovation Fellowship (LIF), UICC Technical Fellowships, Fellowship Korean Academy of Rehabilitation Medicine, Royal Society - Newton Advance Fellowship.

Level *

International

Sub of Level *

Government Sector/Public Institution

Country *

United States Of America

Name of Achievement *

Level of Achievement

SPECIAL AWARDS

Awarding Institution *

Award Date *

Year Awarded *

Please choose award date

Type of Award Received *

☐ CASH MONEY
☐ CERTIFICATE
☐ TROPHY
☐ PLAQUE
☐ OTHERS

Remarks

Source: Adapted from Azrin, 2024

5. Module: External Supervision (KPI Excel Spreadsheet: S72-S74)

1Q. What are the criteria for external supervision?

1A: External Supervision includes external undergraduate/postgraduate supervision.

6. Module: Social Responsibility Activities (KPI Excel Spreadsheet: S53)

1Q. What are the criteria of social responsibility activity?

1A: Any activity under Professional Volunteerism and social volunteer activity other than listed in the Academic/Professional services. The activity must be related to the expertise of the staff.

2Q. Can events such as 'Gotong Royong' or 'Family Day' be considered under social responsibility activities?

2A: General participation is not eligible under this criteria. However it can be counted if the staff is voluntarily participate under their expertise capacity: e.g giving an awareness talk or knowledge sharing during the event.

7. Module: Publications > WOS/Scopus Index **(KPI Excel Spreadsheet: S1-S10)**

UMExpert is linked to Web of Science (WOS) and SCOPUS. Therefore, the system will fetch journal and article information from the Web of Science (WOS) and SCOPUS via Application Programming Interface (API). Bear in mind, there is an expected delay from the date of publication and the indexing phase.

Source: Adapted from Azrin, 2024

1Q. What should I do if my indexed publication does not appear in this section?

1A: You can inform the library staff (**academiclib@um.edu.my**) and provide necessary information for their assistance.

2Q. My article has been accepted for publication as early-access/in-press but has yet to be indexed? What can I do?

- 2A: Early Access or Article in Press will be accepted only for WoS publication. For Scopus publication, early access or article in press is not accepted until the status is changed to published. Once published, you can inform the library staff (academiclib@um.edu.my) and provide necessary information for their assistance.

8. Module: Publications > Articles in Journal (KPI Excel Spreadsheet: S11, S24)

1Q. What kind of articles can be added in this section?

- 1A: This module is for Published articles indexed in MyCite, ERA and other non-indexed publications ONLY.

Search for Mycite Journals: <https://mycite.mohe.gov.my/>

ERA journal (2023): <http://era.upm.edu.my/images/ERA2023SubmissionJournalList.pdf>

List of ERA journals (searchable): <https://online.library.uitm.edu.my/era/>

The screenshot displays the 'Articles in Journal' module interface. At the top, there are tabs for 'UM AFFILIATED' and 'NON-UM AFFILIATED'. Below these are navigation buttons for 'WoS/Scopus Index', 'Article in Journal', 'Book', 'Article in Proceedings', and 'Other Publication'. A red box labeled 'Click to add new article' points to a green '+ Add' button. The main section is titled 'Refereed Journals' and includes a search bar with the placeholder 'Enter search keywords here'. Below the search bar, there is a table with columns 'NO.', 'DETAILS OF PUBLICATION', and '2021'. A red box labeled 'For indexed by MyCite, ERA and other non-indexed journals' points to the 'DETAILS OF PUBLICATION' column. The bottom section is titled 'JOURNAL INFORMATION' and contains a form with the following fields: 'Journal Indexing Status' (a dropdown menu with 'Indexed' selected), 'Journal Database Index' (a dropdown menu with 'MyCite' selected), 'Journal Name' (a text input field with placeholder 'journal name - please enter'), and 'ISSN No.' (a text input field with placeholder 'e.g. 1394-4320'). A red box labeled 'Choose journal indexing details' points to the 'Journal Indexing Status' dropdown menu. Below the 'Journal Name' field, there are four numbered instructions: 1. Please type the name of journal, 2. Choose the name of journal from the list, 3. Please wait until the information of journal's name and ISSN no is filled in automatically, 4. Please ensure that the ISSN no is filled out (if the journal's name is filled up) before you click on the Save button.

Source: Adapted from Azrin, 2024

e.g. The eclipse of listening

Full Title (APA style) *

List of author

e.g. Kow, K-W., Yusoff, R., Abdul Raman, A.A., Abdullah, E.C. (2016). Determination of kinetic parameters for thermal decomposition of bamboo leaf to extract bio-silica, Energy Sources, Part A: Recovery, Utilization, and Environmental Effects. 38(21), 3249-3254. [View more](#)

Status article * Published Index database

Volume 43 Issue 1 Pages 97-111

Source: Adapted from Azrin, 2024

IMPORTANT Notes : Kindly please enter/complete the details of the journals for the **Volume, Issue & Page numbers** in the Article Information Section.

For Indexed Journal, if the **Journal Name** is not listed, please email to (academiclib@um.edu.my) for it to be added to the list.

2Q. Which types of evidence are needed for a published journal article?

2A: Firstpage of published article or pages showing the info of author's names, abstract, year published, name of journal, volume no, issue no (if any) and article page no.

Example of Accepted proof:

Type of Evidence: Front page of Journal

Name of Journal, Volume, Issue, year published, no. of pages

ISLAMIYYAT 43(1) 2021: 97 - 111
(<https://doi.org/10.17376/islamiyyat-2021-4301-09>)

Title of Publications

Lawsonia inermis Linn. (Inai) dalam Perspektif Hadith: Aplikasi dalam Etnobotani Melayu dan Kehadiran Aktiviti Antioksidasi

Lawsonia inermis L. (Henna) in Hadith Perspective: Applications in Malay Ethnobotany and Its Antioxidant Activity

Checklist:
Copy of Front page of the article or the page that shows

- (1) List of author(s) ✓
- (2) Abstract ✓
- (3) Year published ✓
- (4) Name of Journal ✓
- (5) No. of volume ✓
- (6) No. of Issue ✓
- (7) No. of pages ✓

List of Authors

ABSTRAK

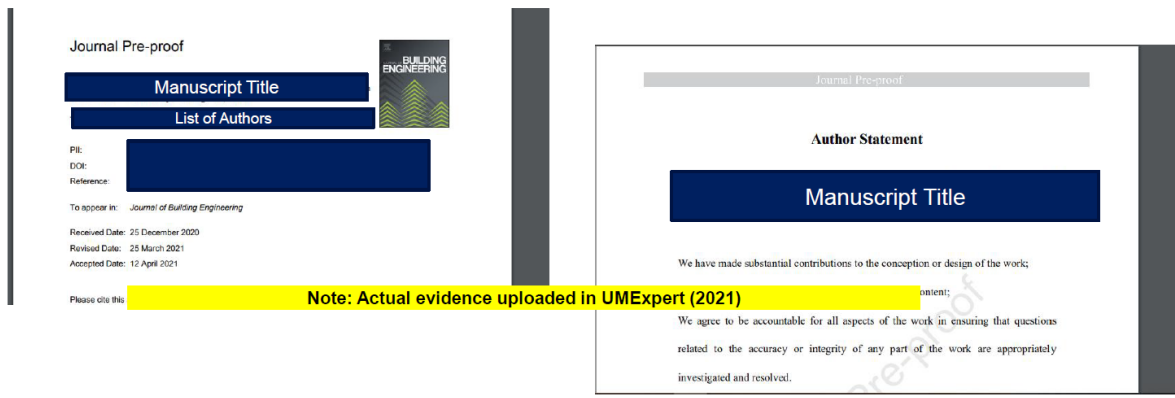
Nota: Bukti/Dokumen sokongan sebenar yang dihantar dan diterima untuk penilaian MvRA © (2021)

Source: Adapted from Azrin, 2024

Example of Incomplete/Incorrect Evidence:

Reason:

1) Status: unpublished



Source: Adapted from Azrin, 2024

In such cases, the staff will receive a revision request.

9. Module: Publications > Articles in Proceedings

1Q. What kind of paper can be added in this section?

1A: Only articles in non-indexed proceedings are accepted. Proceedings indexed by WOS or SCOPUS are automatically added by UM Library. UMLExpert will fetch indexed proceedings and article information from the Web of Science (WOS) and SCOPUS via Application Programming Interface (API).

2Q. What type of evidence is needed for published proceedings?

2A: Any document that can indicate that your paper has been published in a proceeding in the current year such as a digital copy of the published proceeding or table of content of the proceeding.

10. Module: Publication > Book / Chapter in book (KPI Excel Spreadsheet: S12-S20)

1Q. What type of evidence is needed for a book / chapter in a book? (all listed below are required by MyRA)

1A: Make sure all required information has been provided. Copies of the following pages are required by MyRA as evidence (all are needed):

- (1) Front & Back cover
- (2) Copyright
- (3) Table of content
- (4) Preface / acknowledgement page
- (5) 1-3 pages of book/chapter content
- (6) Index (if applicable)

MODULE: BOOK

Book Title

INFORMATION PAGE

BOOK INFORMATION

UM Affiliated? ☒ UM ☐ Non-UM

Year

Title of Book

e.g. The eclipse of listening

Complete Publication Detail (APA style)

e.g. Kow, K-W, Yusoff, R., Abdul Raman, A.A., Abdullah, E.C. (2016). Determination of kinetic parameters for thermal decomposition of bamboo leaf to extract bio-silica, Energy Sources, Part A: Recovery, Utilization, and Environmental Effects, 38(21), 3249-3254. View more

Publishing status

Indexing Status ☒ YES

Mode ☒ Academic/Research Book ☐ Non Academic/Non Research Book

Book Type

Book Category

Publisher

Level of Publisher

MAJIM

ISBN No.

Publisher URL

Source: Adapted from Azrin, 2022

MODULE: BOOK > CHAPTER IN BOOK

Chapter title

INFORMATION PAGE

BOOK INFORMATION

UM Affiliated? ☒ UM ☐ Non-UM Year 2021

Title of Chapter in Book Rethinking the position of Ethnic Chinese in Southeast Asia
e.g. The eclipse of listening

Complete Publication Detail (APA style) Chong, W.-L. (2021). Rethinking the position of Ethnic Chinese in Southeast Asia. In C.-Y. Hoon & Y. Chan (Eds.), Contesting Chineseness: Ethnicity, identity, and nation in China and Southeast Asia (pp. 125-147). Singapore: Springer.

BOOK INFORMATION

Title of Book Contesting Chineseness: Ethnicity, identity, and nation in China and Southeast Asia

Publishing status Published Indexing Status Yes

Mode ☒ Academic/Research Book ☐ Non Academic/Non Research Book Book Type Original Writing Book

Book Category University Text/Reference Book

Publisher Springer

Level of Publisher International

ISBN No. 978-981-336-095-2 (hardcover); 978-981-336-096-9 (e-book)
e.g. 1394-4320

Funding by project? No

Publisher URL https://www.springer.com/gp
e.g. http://www.academicjournals.org

Book title

Source: Adapted from Azrin, 2022

Example of evidence for Book/ Chapter in Book modules **ACCEPTED** by MyRA:

(1) Front & Back cover

MODULE: BOOK

Author's name & Book title



Source: Adapted from Azrin, 2022

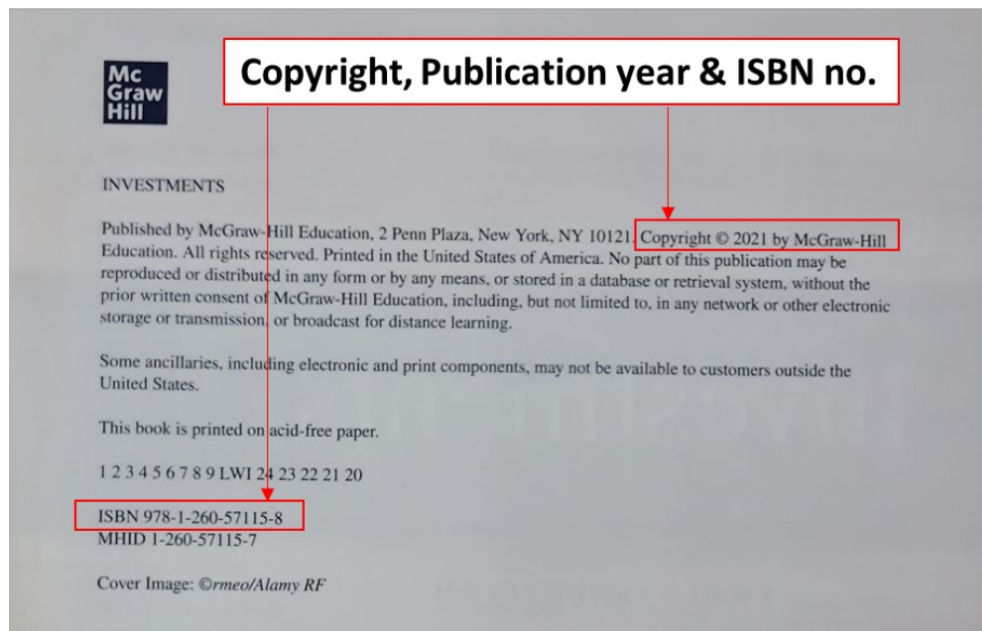
MODULE: BOOK > CHAPTER IN BOOK



Source: Adapted from Azrin, 2022

(2) Copyright

MODULE: BOOK



Source: Adapted from Azrin, 2022

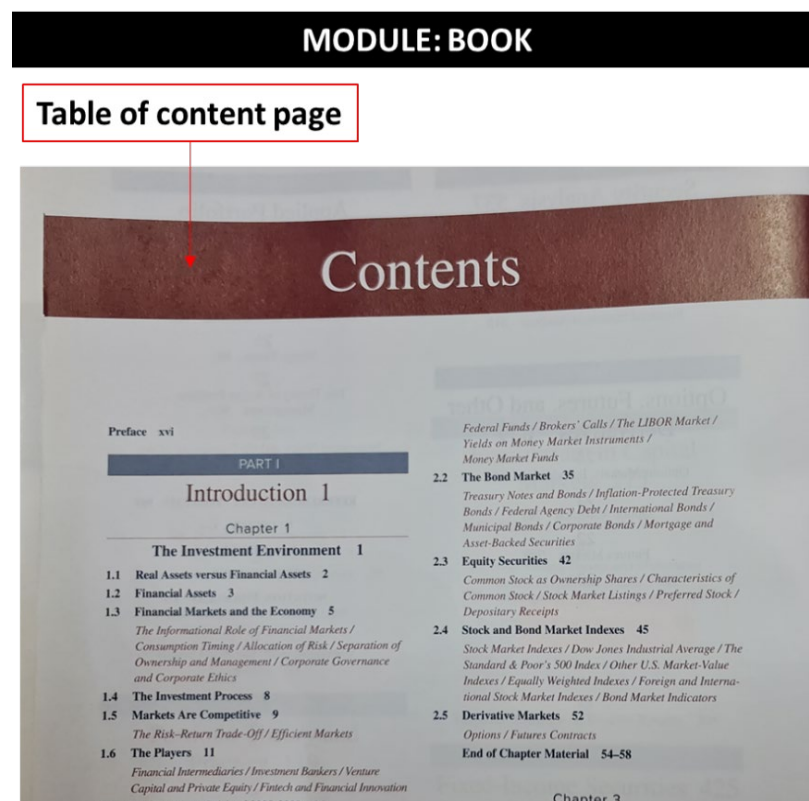
MODULE: BOOK > CHAPTER IN BOOK



Copyright, Publication year & ISBN no.

Source: Adapted from Azrin, 2022

(3) Table of content

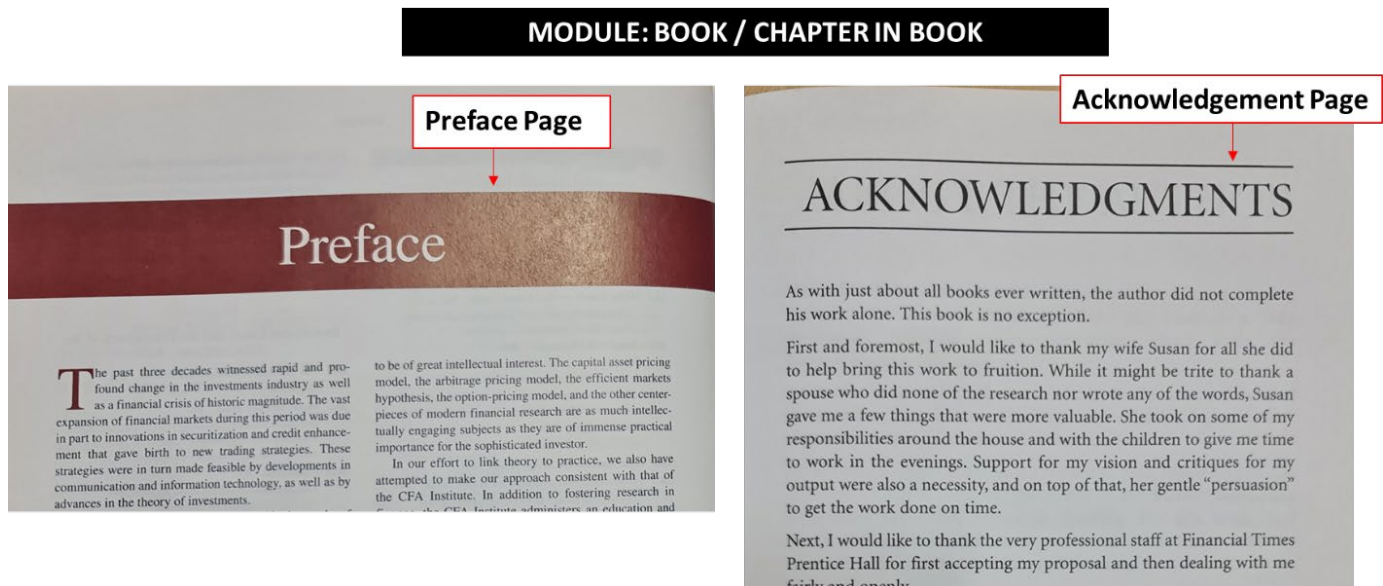


MODULE: BOOK > CHAPTER IN BOOK	
Contents	Contents
1 Introduction: The Historicity of Nation and Contingency of Ethnicity 1 Ying Ai Chan and Chung-Yun Hoon Part I Historicizing the Construction of Chineseness 2 Negotiating Authorities of Cultural Resource: Recent Scholarly Discussions on the State Ancestral-Worship of the Yellow Emperor 25 Hin Ming Frankie Chik 3 A Voice from the Margins: Collaborative Colonialism of Hong Kong, 1925-1930 41 Tze-ki Hon and Hok-yin Chan 4 Liberating Architecture from "Chineseness": Colonial Shinto Shrines and Post-colonial Martyrs' Shrines in Post-war Taiwan 59 Lisa Wing-Mun Kam 5 Negotiating Chineseness in the Post-WWII Context of Singapore (1955-1965) 83 Ken Bi-Yip 6 The Chinese of Thailand: Academic Diplomacy and the Convergence of Sino-Thai Intellectual Nationalisms 101 Winney Pakkumping Part II Negotiating Chineseness in Southeast Asia 7 Rethinking the Position of Ethnic Chinese in Southeast Asia 125 Wu-Ling Chong 8 Ethnic Identity and the Southeast Asian Chinese State 149 Iwan Brunel Debbie G. E. Ho and Hannah M. Y. Ho	9 Between Hybridity and Identity: Chineseness as a Cultural Resource in Indonesia 167 Cheng-Yun Hoon 10 Embodying Islamic Chineseness: A Chinese-Indonesian Muslim Doctor's Advice on Health Care 183 Syuan-yuan Chien 11 Becoming a Nanyang-Style Artist in Postwar Singapore and Malaya: Georgette Chen's Drawing and Her Construction of Asian Themes 201 Qilin Zeng Part III Constructing Chineseness in Popular Culture 12 Negotiating Chineseness Through English Dialects in Cuzco 223 Rich Asante Chun-Lung Ma 13 Language, Identities, and Resistance: Comparing Two Ethnic Chinese Rappers from Malaysia and Singapore 239 Brenda Choo 14 Chinese Talentines and "Kopi-O": Singapore's Xinyan's Rite Tele-Rhythms 263 Kai Khim Low and Mandy S. E. Goh 15 Chineseness in Ancient-Style Girls' Comics in Contemporary China 283 Ying Huang 16 Straightly Chinese: The Emergence of Systemic Homophobia in China 305 Lin Song Conclusion: Quo Vadis, Chineseness? 319 Bibliography 325 Index 327

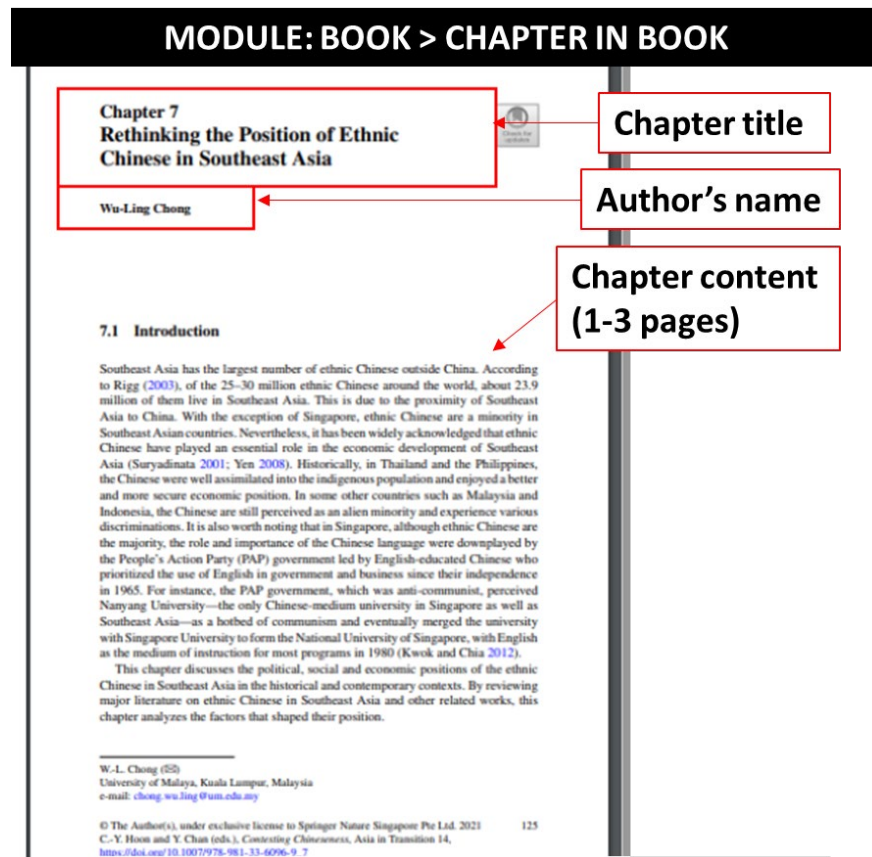
Table of content page that shows the chapter/s written by the author.

Source: Adapted from Azrin, 2022

(4) Preface / Acknowledgement page

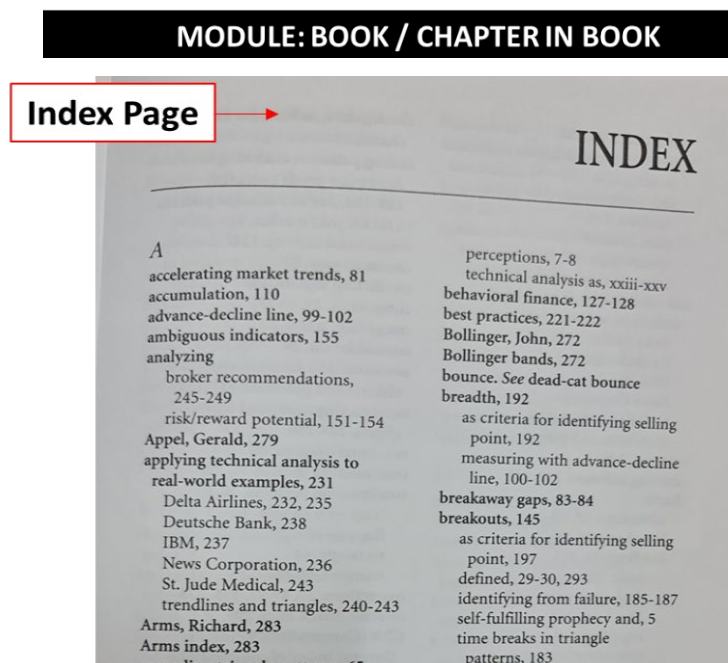


(5) 1-3 pages of book/chapter content



Source: Adapted from Azrin, 2022

(6) Index (if applicable)



2Q. Which module can a Book Editor submit to?

2A: Book editors can submit their evidence under the Publication Module under Edited Research Book (S16-17).

11. Module: Paper Presented (KPI Excel Spreadsheet: S41-S44)

1Q. What type of evidence is needed for a paper presented?

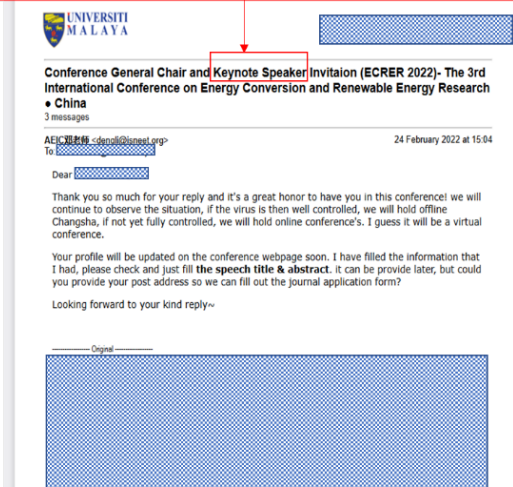
1A: Only the actual presenter is counted. Paper presented by students and/or collaborators will not be accepted. Please provide proof that supports your role as the actual presenter such as email, certificate, etc.

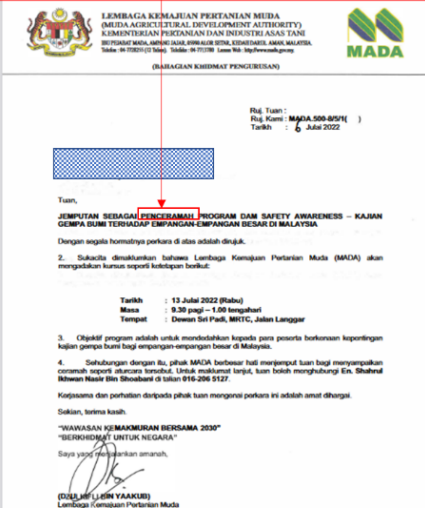
Example of evidence for Paper Presented:

(1) Invitation letter/ email

MODULE: PAPER PRESENTED > PLENARY/ KEYNOTE/ INVITED SPEAKER/ ORAL PRESENTER

Evidence that can supports your role (Plenary/ Keynote/ Invited Speaker/ Oral Presenter) as the actual presenter





Source: Adapted from Azrin, 2022

(2) Certificate

MODULE: PAPER PRESENTED > PLENARY/ KEYNOTE/ INVITED SPEAKER/ ORAL PRESENTER

Evidence that can supports your role (Plenary/ Keynote/ Invited Speaker/ Oral Presenter) as the actual presenter



Source: Adapted from Azrin, 2022

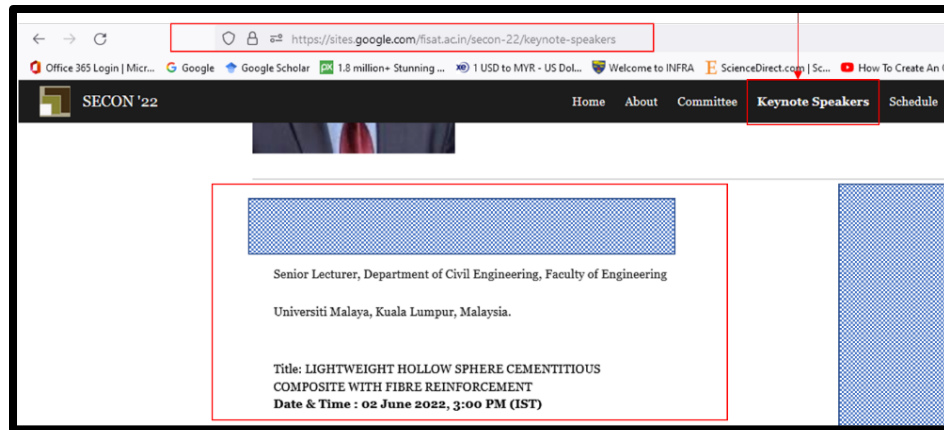
Event website

MODULE: PAPER PRESENTED > PLENARY/ KEYNOTE/ INVITED SPEAKER/ ORAL PRESENTER

Evidence that can supports your role (Plenary/ Keynote/ Invited Speaker) as the actual presenter



Source: Adapted from Azrin, 2022



Source: Adapted from Azrin, 2022

(3) Program book/ flyer/ etc.

MODULE: PAPER PRESENTED > PLENARY/ KEYNOTE/ INVITED SPEAKER/ ORAL PRESENTER

Evidence that can supports your role (Plenary/ Keynote/ Invited Speaker) as the actual presenter

Meeting Agenda			UTC+8 Kuala Lumpur local time
July 9 Saturday	Meeting ID: 815 4181 5259 Meeting Link: https://us02web.zoom.us/j/81541815259		
TIME	ACTIVITY	PRESENTER	
Host: Prof. Hazlie Mokhlis, University of Malaya, Malaysia			
03:00pm-03:10pm	Opening Remarks	Prof. Ismail Bin Masirin Universiti Teknologi MARA (UiTM), Malaysia	
03:30pm-03:55pm	Keynote Speech I Title: Impacts of Power Electronics based Renewable Power Plants in Power Systems	Prof. Zhe Chen IEEE Fellow, Aalborg University, Denmark	
03:55pm-04:40pm	Keynote Speech II Title: Provision of Grid Services from Multi-energy Systems	Prof. Gianfranco Chicco Politecnico di Torino, Torino, Italy	
04:40pm-05:00pm	Group Photo & Break Time		
05:00pm-05:45pm	Keynote Speech III Title: Artificial Intelligence - Growth and Impact to Power System Industry	Prof. Ir. Dr. Ismail Bin Masirin Universiti Teknologi MARA (UiTM), Malaysia	
05:45pm-06:30pm	Keynote Speech IV Title: Modernization of Electrical Power Systems to accelerate Sustainable Development Goals	University of Malaya, Malaysia	
06:30pm-07:00pm	Invited Speech I Title: The Effect of Window Openings on Energy Consumption of an University Building: A Case Study in Izmir	Assoc. Prof. Nurdan YILDIRIM Yasar University, Turkey	



Source: Adapted from Azrin, 2022

2Q: What type of evidence is needed for a poster presenter (S43)?

2A: Please provide proof that can show your involvement in the event such as a poster, email, certificate, etc.

Example of evidence for Paper Presented for Poster Presenter (S43):

MODULE: PAPER PRESENTED > POSTER PRESENTER

Evidence that can supports your involvement in the event

Name & title of the presentation

PERSIDANGAN DAN PAMERAN INOVASI AIR KEBANGSAAN
NATIONAL WATER INNOVATION CONFERENCE AND EXHIBITION
NWICE 2022 19-21 JULAI 2022 PUSAT KONVENSYEN KUALA LUMPUR (KLCC)
<https://www.nwice.org.my>

NAMA: [Redacted]
 TAJUK: Estimasi
 NO. ID: NWICE_PO21
 SEGMENT / KATEGORI: Poster
 TEMA: Morfologi Pantai dan Oseanografi

Background
 Overtopping is the amount of water that goes beyond the coastal structure. It happens when the wave propagates above the crest of a structure such as a seawall, a breakwater and sometimes produces spray of water due to reflection and dissipation processes.

Results

	Data	Parameters	Total
Training Set	308	19	5852
Testing Set	77	19	1463
Total Dataset	385	19	7315

Objectives

1. To gather reliable overtopping data from the CLASH database and other well-established database
2. To quantify the contributing hydrodynamics parameters

The actual poster

Source: Adapted from Azrin, 2022

12. Module: Other publications (KPI Excel Spreadsheet: A1-5, S21-S25)

Type of Publication:
 Other publications(Non indexed article journal or indexed other for WOS/SCOPUS, article in proceeding other than indexed in WOS/SCOPUS, article in magazine, original writing, digital or printed media)

Criteria for MyRA® Reporting:
 i. Fully published

Not Accepted for MyRA® submission/reports due to not meet the criteria/requirement:

- i) Status of publication: drafted
- ii) No evidence that shows the publication has been published.

Checklist as follows:

- (1) Copy of front page which include abstract and author's information, year published
- (2) 1-3 pages content of article
- (3) Name of publisher/ source of publication or screenshot of media showing the name of publisher.

1Q. What are the evidences to be submitted? (S21-25)

1A: Any of the following:

- a) Evidence of communication (email, acknowledgement letters) with the relevant agency mentioning that the proposal/work has been received
- b) Website links of work or documents with **author's name** as contributor
- c) Cover and copyright page (with contributor's detail)
- d) Screenshot of article from digital media page

WoS/Scopus Index 29 Article in Journal 5 Book 3 Article in Proceedings 2 Other Publication 0

Policy Paper Case Study/Tech. Report Creative/Art Media Others

Search : Enter search keywords here + Add

NO.	DETAILS OF PUBLICATION	ACTION
No matching records found		

First Previous Next Last

Dropdown

Publication status * << Select status >> Document Type * << Select Type >>

Publisher << Select publisher >>

Level of Publisher MAPIM

Article URL e.g. <http://www.academicjournals.org>

DETAILS OF SUPPORTING DOCUMENT		
No	Type of document	Document Name
1.	<< Select Type >>	Choose File No file chosen

CV SETTING

<< Select Type >>

- Review
- Public Database Input
- Extended Abstract
- Monograph
- Bibliographical-Item
- Book Review
- Business Article
- Chronology
- Conference Review
- Dance Performance Review
- Data Paper
- Database Review
- Discussion
- Early Access
- Editorial Material
- Fiction, Creative Prose
- Film Review
- Hardware Review
- Letter

2Q. Can TV or Radio interviews/appearances be submitted as Other publications?

2A: It is better to submit under Academic/Professional Services >Activity> Media Appearance (S51)

Supporting Documents for Other Publications

Example 1. Case studies/technical report/Standards

Type of Publication:

- Case Studies/Technical Report/Standard

Criteria for MyRA® Reporting:

- Research case studies/technical reports/standard
- Fully published
- Prepared for stakeholder or published in indexed database.
- Proof of acceptance by the stakeholder

Not Accepted for MyRA® submission/reports due to not meet the criteria/requirement:

- Status not published (drafted/submitted)
- Internal used (within UM)

Checklist as follows:

- Title of the case studies/ technical reports
- Year of published
- Staff Name or Appointment letter as project leader/team member

Type of Evidence: Standards

1



MALAYSIAN STANDARD

MS 2752:2022

Title of Document

Prosthetic and orthotic devices - Code of practice

2

List of Staff Involved

Acknowledgements

Members of Technical Committee on Code of Practice for Medical Devices and Healthcare Facilities (TCORH)

Dr Syed Mustafa Kamal Syed Amin (Chairman)	Ministry of Health Malaysia (Engineering Services Division)
M Faria Firdousi	
Ms Nur Hafidha Hamdan (Secretary)	Department of Standards Malaysia
Ms Noor Aziza Ahmad	BioHops Sdn Bhd
Mr Mohammad Zahid Zamrudin	Biomedical Engineering Association Malaysia
Ms Haslin Ismail	Edgema Mediserve Sdn Bhd
Dr Yuzana Mohd Yusoff/ Dr Chai Phei Ming	Hospital Rehabilitasi Cheras
Dr Saari Mohamed Yasin	Hospital Serdang
Assoc Prof Dr Mohammad Hartz Hanafi	Hospital Universiti Sains Malaysia (Rehabilitation Medicine Unit)
Dr Gungu Sulaiman R	Independent expert
Dr Salsabila Devi	International Society for Prosthetics & Orthotics Malaysia
Dr Noorazida Amir/ Mohammad Saiful Borhan	KPJ Healthcare Berhad
Mr Maznan Muhammad	Malaysian Medical Association
Dato Dr Hajar Salawati Haji Ghazali	Malaysian Society for Quality in Health
Prof Dato/ Dr H Abdul Rahim Abdulrahman	
Ms Norazida Md Nordin	Medical Device Authority, Ministry of Health Malaysia
Ms Saibulah Yusoff	MediWest Sdn Bhd
Mr Mohammad Huzaim Mohd Zahri	Ministry of Health Malaysia (Engineering Services Division)
Ms Dzulfitri Amir/ Ms Noranazam Abu Bakar	Radicare (M) Sdn Bhd
Ms Fatimah Mohamed Nor	The Institution of Engineers, Malaysia
Ms Maya Abdullah Maazumi/ Ms Enzyana Huda Kamarudaman	Universiti Kebangsaan Malaysia (Faculty of Health Sciences)
Mr Mohd Azrin Roslan	Universiti Malaysia (Department of Biomedical Engineering)
Assoc Prof Dr Ahmad Naufal H Yusoff	Universiti Malaysia (Center for Prosthetics & Orthotics Engineering)
Prof Dr Dr Fatimah Ibrahim/ Dr Mohd Yusoff Ahmad	Universiti Malaysia Medical Centre
Dr Nazrul Anwar Abdul Razak/ Prof Dr Dr Nur Azuan Abu Osman	Universiti Sains Malaysia (Department of Health, Behavior and Society)
Ms Nur Hafidha Yusoff	
Ms Mohd Danish Palanis	

Checklist as follows:

- Title of the case studies/ technical reports ✓
- Year of published ✓
- Staff Name or Appointment letter as project leader/team member ✓
- Name of Stakeholder ✓

Nota: Bukti/Dokumen sokongan sebenar yang dihantar dan diterima untuk penilaian MyRA® (2022)

ICS: 11.040.01

Descriptors: medical device, medical electrical equipment, code of practice, biomedical engineering, maintenance, services, active medical device, testing, commissioning, acceptance

© Copyright 2022 Year Published

Name of Stakeholder DEPARTMENT OF STANDARDS MALAYSIA

© STANDARD MALAYSIA 2021 - All rights reserved

63 / 64

Source: Adapted from Azrin, 2024

1

Front Page of Report

**KAJIAN
KELESTARIAN**

**PENGANGKUTAN AWAM DARAT
DI LEMBAH KLANG**

LAPORAN AKHIR

**OKTOBER
2022**

Hak cipta terpelihara. Tidak ada bahagian atau elemen dokumen ini yang boleh dikeluarkan dari dokumen ini, diterbitkan semula, disimpan secara elektronik atau dihantar dalam bentuk apa pun tanpa kebenaran bertulis daripada pihak Jabatan Audit Negara.

**Tajuk Laporan: Kajian Kelestarian Pengangkutan Awam
Dasar di Lembah Klang**

Disediakan untuk: Jabatan Audit Negara

Disediakan oleh: UPM Sdn Bhd

**Senarai
Penerima
Kumpulan Kaji:**

**List of
Project
Team**

Disediakan untuk:  JABATAN AKSIATA NEGARA Aks 1/6, Blok P2 & P3, Kompleks F, Labuan Perdana Tower, Presint 1, Pusat Perkhidmatan Kerajaan Persekutuan 62000 Putrajaya. Tel +603 - 8991 1930 Fax +603 - 8991 1954	Disediakan oleh:  UPUM UPUM SON, BHD. (71418817) UPUM SON BHD Kompleks Pengurusan Penyelidikan & Investasi Universiti Malaya, Tingkat 4, Universiti Malaya, Wilayah Persekutuan. Tel +603-79567066
---	---

1. Title of the case studies/ technical reports ✓
2. Year of published ✓
3. Staff Name or Appointment letter as project leader/team member ✓
4. Name of Stakeholder ✓

YBhg. Tan Sri Dato' Sri Dr. Abdul Aziz bin Abdul Rahman
JKR MAMPU

YBhg. Tan Sri Dr. Sulaiman bin Mahbub
JKR MAMPU

YBhg. Datuk Hsiah Hakimah binti Mohd Yusoff
Ketua Pengerusi
Jabatan Kemajuan Wanita Melayu (JAKWAM)

YBhg. Datuk Hap Mohd Azbi bin Ismail
Pengerusi
Jabatan Agama Islam Wanita Persekutuan (JAWIP)

YBrs. Prof. Dr. Mohd Rizlan bin Mohd Ridwan

YBrs. Tuan Mohd Huzaim bin Hish Yusoff
Pengerusi Pengerusi Pusat Pengajian Undang-Undang

YBrs. Tuan Abdul Hakim Amir Osman
Pengerusi Ketua Pengerusi Disaikat

YBrs. En. Ghaffary Zukhrify
Ketua Pengerusi Disaikat
Bioscience Sci. and

YBrs. En. Dhealia Wong Wei Hung
Pengerusi
Multiracial Resourced Modules

YBrs. En. Ahmad Al Waid Mustafika
Pengerusi
Multiracial Group Sesi Bhd.

 LAMANA RADMI
JABATAN KEHAKIMAN SYARIAH MALAYSIA

Laman Utama | Profil | Kegiatan | e-Information - Media | Surai Adab | Hiburan Kamil

PENALANCARAN PELAN STRATEGIK MASYARAKAT 2021-2025 DAN MANFAAT KEWANGAN ASNAF

Kuala Lumpur, 23 Jun 2021 – Menteri Besar Selangor, Dato' Seri Dr. Idris Harun telah melancarkan Pelan Strategik Masyarakat (PSM) dan Manfaat Kewangan Asnaf (MKAS) bagi tahun 2021-2025.

Majlis ini dihadiri oleh YB Senator Ebrahim Haji Ibrahim bin Ahmad, Menteri di Jabatan Perdana Menteri (Hal Ehwal Agama).

Pelan Strategi MASYARAKAT 2021-2025 adalah pelan yang menyediakan pelan hala tuju pengamalan untuk memperkembangkan aktiviti dan kanger organisasi untuk mencapai matlamat yang ditetapkan.

Jualah, bahawa PSM penting dalam memastikan bahawa Pelan Strategi MAMP 2021-2025 dapat menjadi rujukan hala tuju kepada penerbitan strategik untuk 2021-2027.

Ketenteraan "Empowering the Enterprise" pelan strategi ini memberikan kepada pemertua-pertua potensi untuk meningkatkan taraf hidup dan membina komuniti, ke juga dapat memperkukuhkan institusi Pendidikan MAMP secara mampan melalui Elaborasi pendidikan dan sebagai landas kepada pemertua-pertua di seluruh negara.

Recent Posts

- KURSUS PENGURUS AKADAMIK AMANAH TAWAU
- BERKUALITI PAMERAN SOKONG KEMAJUAN SUKSES MELAYU
- SUKSES MELAYU MELAKSANAKAN PROJEK MATARIKA DAN PERSEKUTUAN

Example 3. Policy papers

Type of Publication:
Policy Papers

Criteria for MyRA® Reporting:

(1) Policy papers that has been **published** that contributes to the development/improvement/repeal of the strategy/act/fatwa by stakeholder either **Government Agency (Level: State & Federal)** or **International**.

Not Accepted for MyRA® submission/reports due to not meet the criteria/requirement:

- i) Status of policy papers: draft/not published by the stakeholder
- ii) Staff not directly involved in writing the policy paper. (Approver of the act/policy)

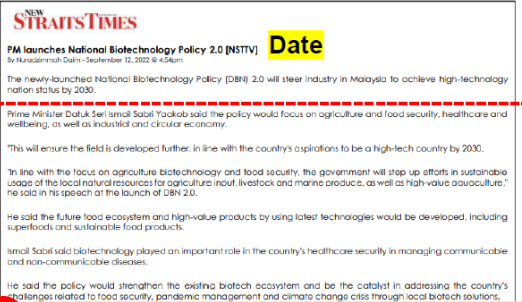
Checklist as follows:

1. Accepted Policy Paper, Blueprint, Masterplan, Research Paper by the stakeholder
2. Any evidence that shows the involvement/appreciation of the staff
3. Proof of evidence that shows the result has been used
4. Appointment letter as Leader/Project Member.

1 Front Page of the Policy



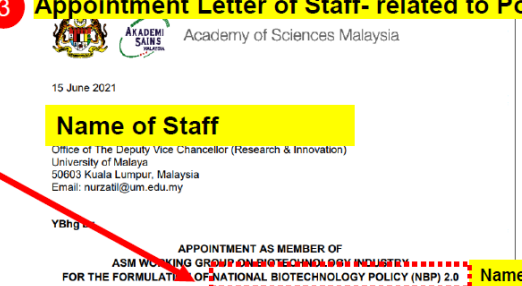
2 Newspaper Article that shows the launching of Policy



Checklist as follows:

1. Accepted Policy Paper, Blueprint, Masterplan, Research Paper by the stakeholder ☒
2. Any evidence that shows the involvement/appreciation of the staff ☒
3. Proof of evidence that shows the result has been used ☒
4. Appointment letter as Leader/Project Member.

3 Appointment Letter of Staff- related to Policy



Name of Policy

FOR THE FORMULATION OF NATIONAL BIOTECHNOLOGY POLICY (NBP) 2.0

Source: Adapted from Azrin, 2022

Reason : Still in DRAFT stage/status



Source: Adapted from Azrin, 2022

Example 4. Article in Digital Media

view.php

1

2

Type of Evidence: Article in Digital Media

Home (<https://mysinchew.sinchew.com.my>) > > Opinion
(https://www.sinchew.com.my/column/node_7532.html)

2021-03-19 10:25:00

Malaysia's tourism Industry still looking for lifeboat a year after MCO 1.0

Opinion (https://www.sinchew.com.my/column/node_7532.html)

Name of Staff

While Malaysia's tourism sector is said to be in dire shape, some interesting trends have not been noted.

Our country still received four million visitors last year, which is surprising, given the outbreak of COVID-19 starting from the end of 2019.

This figure can only rise now that vaccines are being distributed, both in Malaysia and abroad.

Before the COVID-19 pandemic, tourism was the third most significant contributor to Malaysia's GDP after manufacturing and commodities. Unfortunately, due to the

Url/link

Date of the Article

Title of Article

Other accepted publications

Contoh 1: Jurnal tidak berindeks

QURANICA, International Journal of Quranic Research, Vol. 14, Issue. 1, June 2022, pp. 179-182. © 2022 Centre of Quranic Research (CQR), University of Malaya, Malaysia

Zaini Ujang & Zulkifli Mohd Yusoff. (2021). 40 Hadis Pelestarian Alam Sekitar, Edisi Kedua (40 Hadith on Environmental Sustainability, 2nd ed.), Kuala Lumpur: Institut Terjemahan & Buku Malaysia. lviili-539 pp. ISBN13: 9789674608859?

Makmor Tumin'

For more than 1400 years, Muslims annually gathered in Makkah not only to demonstrate their sense of union to God, but also to mankind as part of their duty enshrined in the Five Pillars of Islam. But in that annual event, Muslims also observe how cleanliness is neglected, food is left wasted and garbage is thrown everywhere after nearly every event. Sure enough, although this act is of only a few, this unhealthy picture depicts as if environmental awareness is not part of the Muslim teaching on the importance of character-building. In reality, spiritual excellence (*thawar*) speaks volumes on this matter.

Following the Green *Daw* environmentalism literature, we have the stewardship duty on this planet to take care of the environment, and the Quran in verse 31 of Surah Al-Rum has made clear of this. With such awareness, Zaini Ujang and Zulkifli Mohd Yusoff, one author from environmental engineering and the other from the Quranic and hadith studies provide numerous sayings by Prophet Muhammad which teaches mankind how to improve their cosophy knowledge. Inspired by an-Nawawi's, "*Al-Arba'in* (40 Hadith)", they too produced a work called 40 Hadith.

Contoh 2: Prosiding Persidangan

207586
A STUDY ON THE FUTURE PLANNING AND THE DIRECTION OF YOUNG WORKERS IN THE E-LEARNING INDUSTRY IN MALAYSIA

M. T. M. Khamid
Institute of Mathematical Sciences
Faculty of Science, University of Malaya, 5060 Kuala Lumpur, Malaysia
Email: mktm@fscs.um.edu.my, Tel: 603-79674719

M. H. Jafar
Centre for Foundation Studies in Science
University of Malaya, 5060 Kuala Lumpur, Malaysia
Email: jafar@fscs.um.edu.my, Tel: 603-79674719

S. Anis
Institute of Mathematical Sciences
Faculty of Science, University of Malaya, 5060 Kuala Lumpur, Malaysia
Email: shahira@fscs.um.edu.my, Tel: 603-79674719

Zahwa Anis Khamid
Faculty of Computer & Mathematical Sciences,
Universiti Teknologi MARA Cawangan Terengganu, 21000, Malaysia.
Email: zahwa@uitm.edu.my

ABSTRACT

The pandemic Covid-19 impact tremendously giving rise to the e-governance as a new way of administrative or temporary remote management. In Malaysia, about 20% of the population are above the middle. Industries are now part of the e-governance [1, Pang, 2021]. In this paper, the focus and statistical analysis of the survey conducted a review on the e-learning industry especially the young delivery services ranging from 18 - 35 years old. From the preliminary results, we hope to understand and describe their future plans and their decisions to work in their spirit to struggle and survive in the next of living is going higher.

Keywords: e-governance, e-learning, young workers, statistical analysis

Contoh 3: Penerbitan dalam Majalah

Jurnal Kajian
(Tahajib Makhitar (Foto Penulis))

(Tahajib Makhitar (Foto Penulis))

(Tahajib Makhitar (Foto Penulis))

(Tahajib Makhitar (Foto Penulis))

(Tahajib Makhitar (Foto Penulis))

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(Tahajib Makhitar (Foto Penulis))

(Tahajib Makhitar (Foto Penulis))

Source: Adapted from Azrin, 2022

38 | Page

Example of Not Accepted Evidence under OTHER PUBLICATIONS

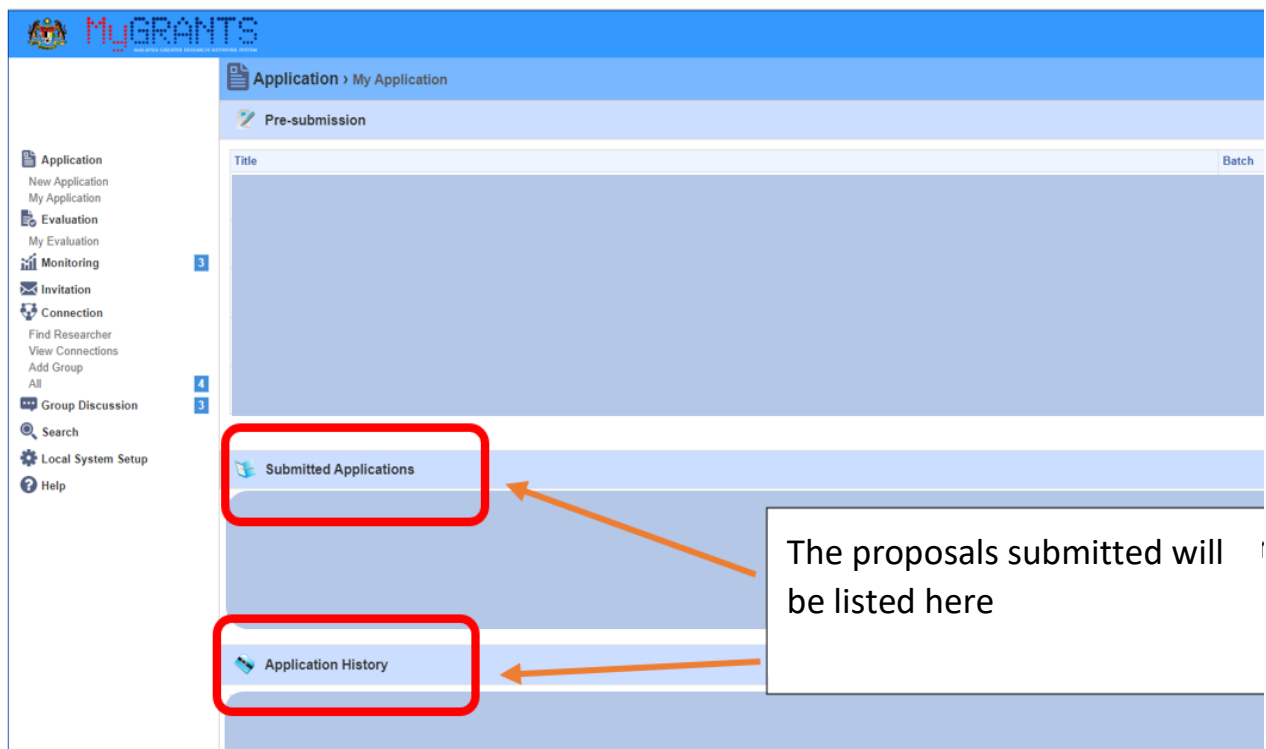
- Document in MS Word Format (prefer in non-edited format e.g. PDF)
- Document only have a link of the article (no full article)
- Mentioned or being Interviewed for news articles.
- Newspaper, TV, Radio and Online Media interviews should be submitted under ACADEMIC/PROFESSIONAL SERVICES>MEDIA APPEARANCE (\$54)



13. Module: External Grant Proposal (KPI Excel Spreadsheet: S37)

- Under the module of research project, sub-module: external grant proposal
- Activity is counted when submitted to funder (if rejected at UM level, cannot claim)
- for external grant only
- Can claim under this section even do application is not successful
- Valid evidence is needed (screenshot from MyGrants system, proof of submission from funder)

Example of evidence



14. Module: External Research Collaborator (KPI Excel Spreadsheet: S33)

- Under the module of research project, sub-module: external collaborator
- Grant that not capture in RGMS
- Co-researcher for that lead by other university/ agency

15. Module: Teaching & Supervision

(KPI Excel Spreadsheet: S60-S77)

Q1: What is the evidence needed for supervision of FYP and IDP Basic Degree?

A1: It is recommended to get the list of students, lecturers and courses from the Department and the list needs to be verified by the HoDs of each department.

Q2: How the mark calculated for the supervision of FYP and IDP courses?

A2: The mark will be calculated if the list of undergraduate students are verified.