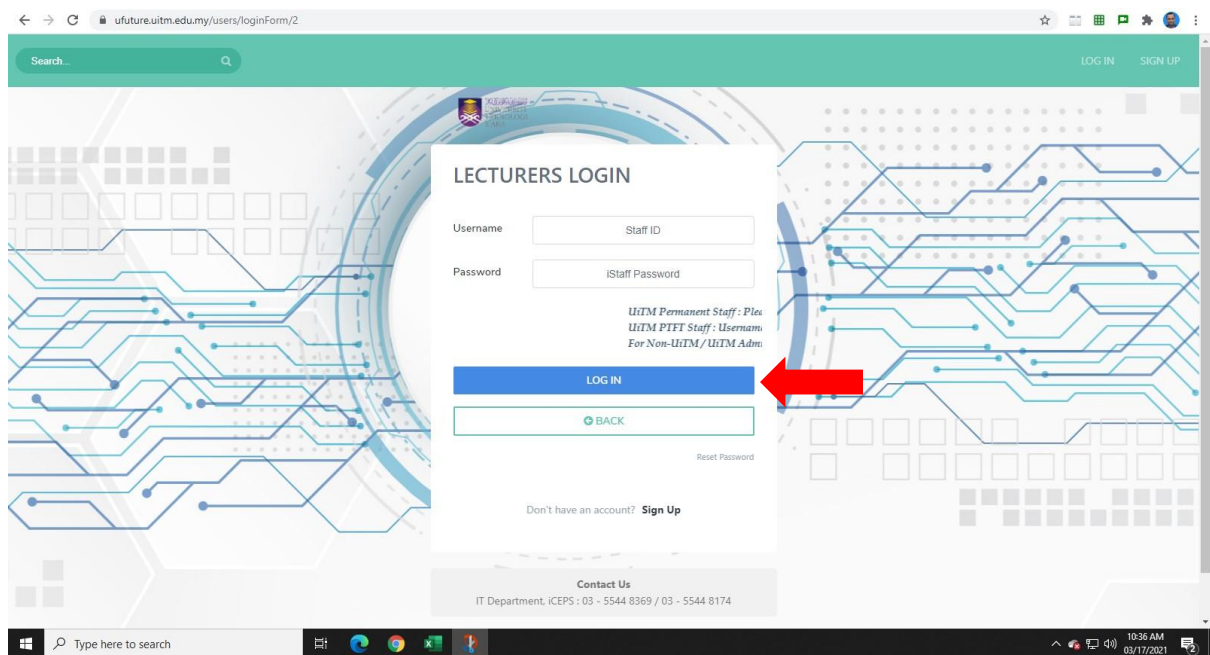
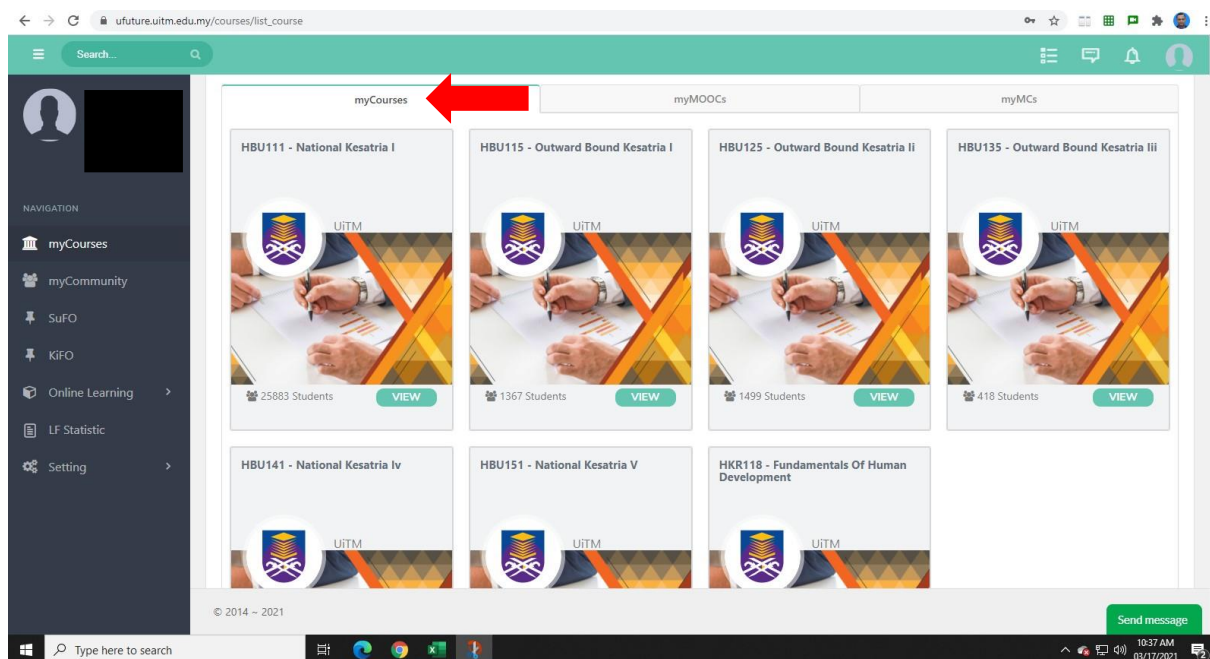


# TUTORIAL PENGISIAN LAPORAN OBE CDL KURSUS KOKURIKULUM

## 1. LOG IN UFUTURE



## 2. PILIH *myCourses*



### 3. KLIK "VIEW" PADA KOD KURSUS YANG DIAJAR

The screenshot shows the ufuture.uitm.edu.my/courses/list\_course page. The left sidebar contains a navigation menu with options: myCourses, myCommunity, SuFO, KiFO, Online Learning, LF Statistic, and Setting. The main content area displays a grid of course cards. The first row includes 'HBU111 - National Kesatria I' (25883 Students), 'HBU115 - Outward Bound Kesatria I' (1367 Students), 'HBU125 - Outward Bound Kesatria II' (1367 Students), and 'HBU135 - Outward Bound Kesatria III' (418 Students). The second row includes 'HBU141 - National Kesatria Iv', 'HBU151 - National Kesatria V', and 'HKR118 - Fundamentals Of Human Development'. A red arrow points to the 'VIEW' button on the 'HBU125 - Outward Bound Kesatria II' card. The bottom of the page shows a Windows taskbar with the time 10:37 AM on 03/17/2021.

### 4. KLIK "GROUP" PADA PANEL SEBELAH KIRI

The screenshot shows the ufuture.uitm.edu.my/courses/summary/HBU125 page. The left sidebar contains a navigation menu with options: Course Summary, Announcement, Course Content, Cont. Assessment, Learning Activities, Course Forum, Online Class, Group, Join Group, KP3A3 (20204D), EES, and Course Setting. The 'Group' option is highlighted with a red arrow. The main content area displays the 'Course Summary' for 'OUTWARD BOUND KESATRIA II'. It includes the course code HBU125, course name OUTWARD BOUND KESATRIA II, and a note that no introductory video is currently available. Below this, there is a section for the resource person, MUHAMMAD SYUHAI..., and statistics for total instructors (18) and total students (1538). The bottom of the page shows a Windows taskbar with the time 10:38 AM on 03/17/2021.

## 5. PILIH GROUP KURSUS KOKURIKULUM YANG DIAJAR. (Contoh KP3A3)

Course Summary

**OUTWARD BOUND KESATRIA II**

Course Code: HBU125  
Course Name: OUTWARD BOUND KESATRIA II

-- No Introductory Video Currently Available --

**MUHAMMAD SYUHAI...**  
Resource Person

**18**  
Total Instructors

**UITM 1499**  
MooC 39  
**1538**  
Total Students

**Course Summary** | MOOC Summary

**Course Description** | Transferable Skills | Course Learning Outcomes

Kursus ini mendedahkan pelajar kepada lanjutan mengenai kegiatan luar dan aktiviti rekreasi yang telah dipelajari pada semester 1. Kursus ini melahirkan pelajar yang mempunyai keseimbangan dari segi fizikal, sahsiah, mental, keterampilan dan disiplin.

**COURSE SYLLABUS**

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## 6. BAHAGIAN ATAS AKAN DIPAPARKAN SEMUA PROGRAM PELAJAR YANG MENGIKUTI KURSUS KOKURIKULUM TERSEBUT

CDL-CQI GROUP LEVEL - KP3A3

**1 2 3 4 5**

HBU125(EC110) HBU125(AS120) HBU125(SR113) HBU125(AC110) HBU125(AT110)

Refresh Data

Campus	Semester	Programme	Course	Total Student
C	20204D	EC110	HBU125	7

**Overall Achievement**

Area	Course Grade	Exit - Entrance Survey	SUFO	OBE-SCL Implementation	CO-PO-LO-KI Alignment
Result	5 (EXCELLENT)	3 (GOOD)	3 (GOOD)	(N/A) <a href="#">Edit</a>	(N/A) <a href="#">Edit</a>

**Course Grade**

Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	E	F	20th Percentile	80% students Above Value	CDL Indicator
Num. of Student	0	6	1	0	0	0	0	0	0	0	0	0	0	1.40	4.00	5 (EXCELLENT)

Exit - Entrance Survey (Frequency)

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## 7. JURULATIH PERLU MENGISI LAPORAN UNTUK SETIAP PROGRAM PELAJAR YANG DIPAPARKAN (Contoh program seperti dibawah)

CDL-CQI GROUP LEVEL - KP3A3

1 2 3 4 5

HBU125(EC110) HBU125(AS120) HBU125(SR113) HBU125(AC110) HBU125(AT110)

Campus	Semester	Programme	Course	Total Student
C	20204D	EC110	HBU125	7

Overall Achievement

Area	Course Grade	Exit - Entrance Survey	SUFO	OBE-SCL Implementation	CO-PO-LO-KI Alignment
Result	5 (EXCELLENT)	3 (GOOD)	3 (GOOD)	(N/A) <a href="#">Edit</a>	(N/A) <a href="#">Edit</a>

Course Grade

Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	E	F	20th Percentile	80% students Above Value	CDL Indicator
Num. of Student	0	6	1	0	0	0	0	0	0	0	0	0	0	1.40	4.00	5 (EXCELLENT)

Exit - Entrance Survey (Frequency)

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## 8. PROGRAM 1 : KLIK “EDIT” DI BAHAGIAN OBE-SCL IMPLEMENTATION

CDL-CQI GROUP LEVEL - KP3A3

HBU125(EC110) HBU125(AS120) HBU125(SR113) HBU125(AC110) HBU125(AT110)

Campus	Semester	Programme	Course	Total Student
C	20204D	EC110	HBU125	7

Overall Achievement

Area	Course Grade	Exit - Entrance Survey	SUFO	OBE-SCL Implementation	CO-PO-LO-KI Alignment
Result	5 (EXCELLENT)	3 (GOOD)	3 (GOOD)	(N/A) <a href="#">Edit</a>	(N/A) <a href="#">Edit</a>

Course Grade

Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	E	F	20th Percentile	80% students Above Value	CDL Indicator
Num. of Student	0	6	1	0	0	0	0	0	0	0	0	0	0	1.40	4.00	5 (EXCELLENT)

Exit - Entrance Survey (Frequency)

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## 9. JAWAB SEMUA SOALAN (Klik pada nombor yang berkenaan untuk setiap soalan)

**OBE-SCL Implementation (Self Evaluation)**

#	Items	NA	1	2	3	4	5
1	Entrance Survey 1.Not Conduct 2.Plan To Conduct 3.Conducted 4.Analysed 5.Reported	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2	Awareness Of OBE-SCL To Students -SLT Point Of View 1.Not Aware 2.Slightly Aware 3.Aware 4.Internalised 5.Engaged	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3	Aligning Course Outcome With Programme Outcome 1.Not Align 2.Slightly Aligned 3.Moderately Aligned 4.Almost Aligned 5.Completely Aligned	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4	Lesson Plan 1.Not Visible 2.Plan To Use 3.In Existence 4.Creatively Planned 5.Well Used	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5	SCL-Methods of Teaching (Active Learning /Case Study/PBL/E-Learning /etc) 1.Not Visible 2.Slightly Visible 3.Visible 4.Mostly Visible 5.Always Visible	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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## 10. SETELAH SELESAI KLIK "SUBMIT"

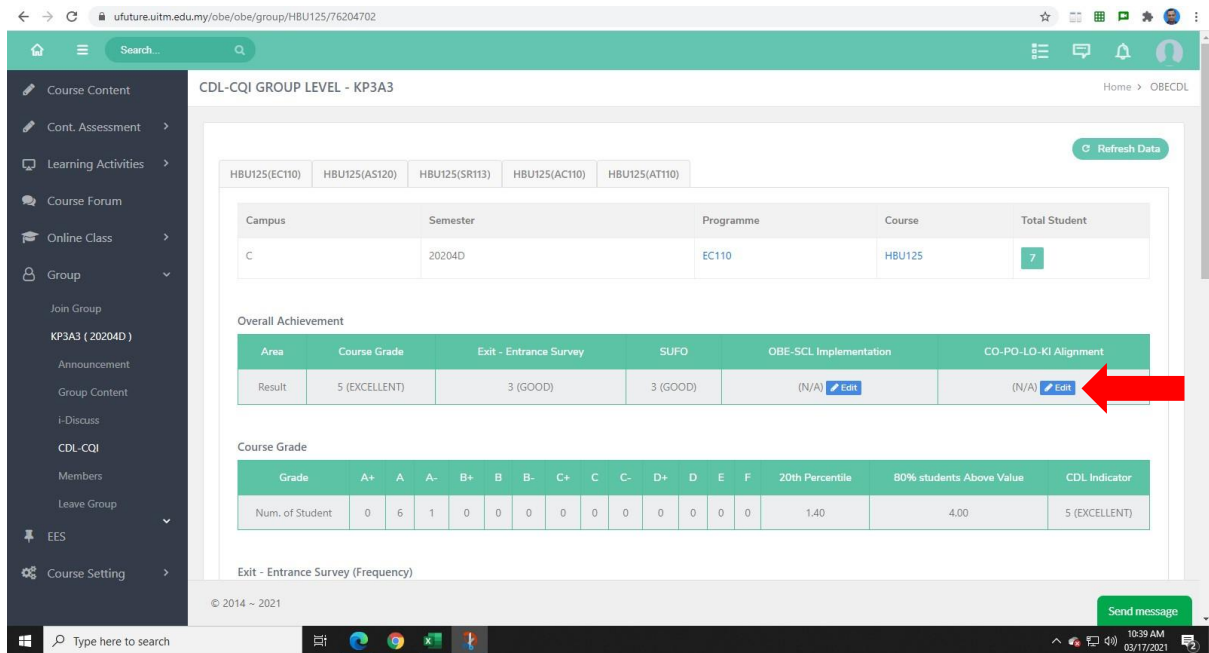
**OBE-SCL Implementation (Self Evaluation)**

8	Aligning Assessment (Continuous Assessment + Exam) to Course Outcome 1.Not Align 2.Plan To Develop 3.Moderately Aligned 4.Almost Aligned 5.Completely Aligned	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
9	Preparation of Assessment Based on Rubrics for Non-Examinable Courses 1.Not Visible 2.Plan To Develop 3.In Existence 4.Creatively Developed 5.Well Used	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
10	Preparation of Assessment Based on JSU for Examinable Courses 1.Not Visible 2.Plan To Develop 3.In Existence 4.Creatively Developed 5.Well Used	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
11	Student Portfolio 1.Not Visible 2.Plan To Develop 3.In Existence 4.Creatively Developed 5.Well Used	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
12	Exit Survey 1.Not Conduct 2.Plan To Conduct 3.Conducted 4.Analysed 5.Reported	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Close Submit

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## 11. SETERUSNYA KLIK “EDIT” DI BAHAGIAN CO-PO-LO-KI ALIGNMENT



ufuture.uitm.edu.my/obe/obe/group/HBU125/76204702

Search...

Course Content

Cont. Assessment

Learning Activities

Course Forum

Online Class

Group

Join Group

KP3A3 (20204D)

Announcement

Group Content

I-Discuss

CDL-CQI

Members

Leave Group

EES

Course Setting

CDL-CQI GROUP LEVEL - KP3A3

Refresh Data

Campus	Semester	Programme	Course	Total Student
C	20204D	EC110	HBU125	7

Overall Achievement

Area	Course Grade	Exit - Entrance Survey	SUFO	OBE-SCL Implementation	CO-PO-LO-KI Alignment
Result	5 (EXCELLENT)	3 (GOOD)	3 (GOOD)	(N/A) <a href="#">Edit</a>	(N/A) <a href="#">Edit</a>

Course Grade

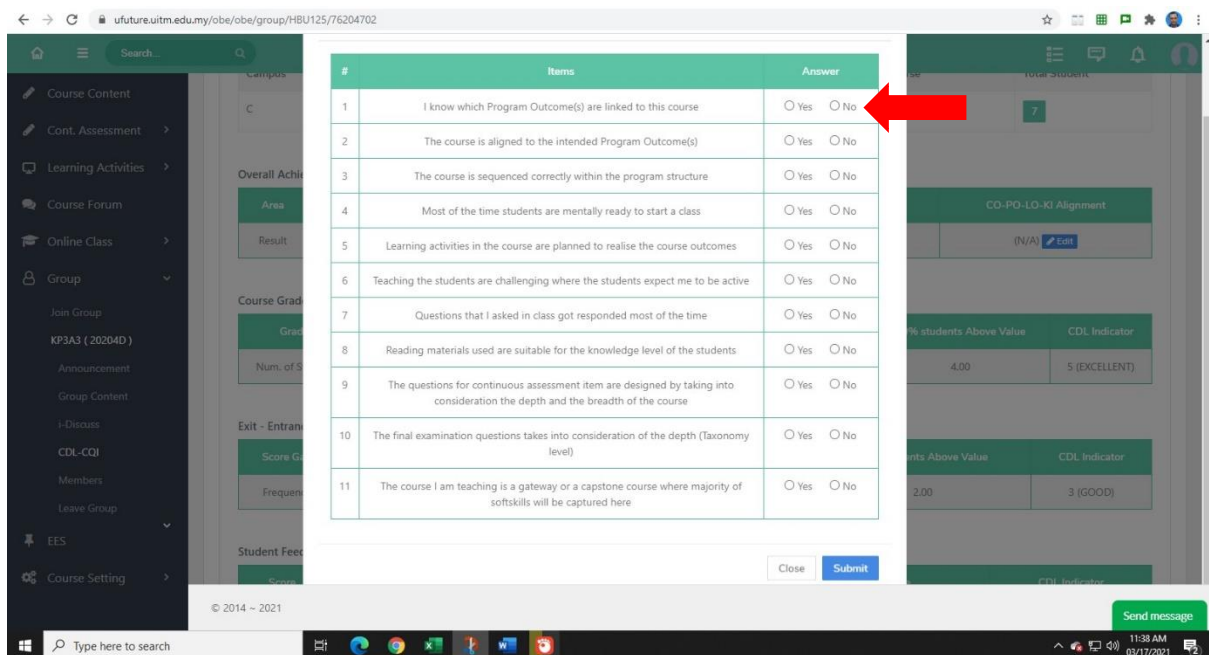
Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	E	F	20th Percentile	80% students Above Value	CDL Indicator
Num. of Student	0	6	1	0	0	0	0	0	0	0	0	0	0	1.40	4.00	5 (EXCELLENT)

Exit - Entrance Survey (Frequency)

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## 12. JAWAB SEMUA SOALAN (Pilih jawapan berdasarkan penilaian jurulatih)



ufuture.uitm.edu.my/obe/obe/group/HBU125/76204702

Search...

Course Content

Cont. Assessment

Learning Activities

Course Forum

Online Class

Group

Join Group

KP3A3 (20204D)

Announcement

Group Content

I-Discuss

CDL-CQI

Members

Leave Group

EES

Course Setting

CDL-CQI GROUP LEVEL - KP3A3

Refresh Data

#	Items	Answer
1	I know which Program Outcome(s) is linked to this course	<input type="radio"/> Yes <input type="radio"/> No
2	The course is aligned to the intended Program Outcome(s)	<input type="radio"/> Yes <input type="radio"/> No
3	The course is sequenced correctly within the program structure	<input type="radio"/> Yes <input type="radio"/> No
4	Most of the time students are mentally ready to start a class	<input type="radio"/> Yes <input type="radio"/> No
5	Learning activities in the course are planned to realise the course outcomes	<input type="radio"/> Yes <input type="radio"/> No
6	Teaching the students are challenging where the students expect me to be active	<input type="radio"/> Yes <input type="radio"/> No
7	Questions that I asked in class got responded most of the time	<input type="radio"/> Yes <input type="radio"/> No
8	Reading materials used are suitable for the knowledge level of the students	<input type="radio"/> Yes <input type="radio"/> No
9	The questions for continuous assessment item are designed by taking into consideration the depth and the breadth of the course	<input type="radio"/> Yes <input type="radio"/> No
10	The final examination questions takes into consideration of the depth (Taxonomy level)	<input type="radio"/> Yes <input type="radio"/> No
11	The course I am teaching is a gateway or a capstone course where majority of softskills will be captured here	<input type="radio"/> Yes <input type="radio"/> No

Close

Submit

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### 13. SETELAH SELESAI KLIK “SUBMIT”

The screenshot shows a web browser window with the URL [ufuture.uitm.edu.my/obe/group/HBU125/76204702](https://ufuture.uitm.edu.my/obe/group/HBU125/76204702). The interface includes a sidebar menu on the left with options like Course Content, Cont. Assessment, Learning Activities, Course Forum, Online Class, Group, and Course Setting. The main content area displays a survey form titled "CO-PO-LO-KI Alignment (Self Evaluation)". The form consists of 11 items, each with a description and two radio buttons for "Yes" and "No". A red arrow points to the "Submit" button at the bottom right of the form.

#	Items	Answer
1	I know which Program Outcome(s) are linked to this course	<input type="radio"/> Yes <input type="radio"/> No
2	The course is aligned to the intended Program Outcome(s)	<input type="radio"/> Yes <input type="radio"/> No
3	The course is sequenced correctly within the program structure	<input type="radio"/> Yes <input type="radio"/> No
4	Most of the time students are mentally ready to start a class	<input type="radio"/> Yes <input type="radio"/> No
5	Learning activities in the course are planned to realise the course outcomes	<input type="radio"/> Yes <input type="radio"/> No
6	Teaching the students are challenging where the students expect me to be active	<input type="radio"/> Yes <input type="radio"/> No
7	Questions that I asked in class got responded most of the time	<input type="radio"/> Yes <input type="radio"/> No
8	Reading materials used are suitable for the knowledge level of the students	<input type="radio"/> Yes <input type="radio"/> No
9	The questions for continuous assessment item are designed by taking into consideration the depth and the breadth of the course	<input type="radio"/> Yes <input type="radio"/> No
10	The final examination questions takes into consideration of the depth (Taxonomy level)	<input type="radio"/> Yes <input type="radio"/> No
11	The course I am teaching is a gateway or a capstone course where majority of softskills will be captured here	<input type="radio"/> Yes <input type="radio"/> No

Close Submit

### 14. YANG TERAKHIR KLIK “SAVE”

The screenshot shows the same web browser window as in the previous image. The main content area displays the "CO-PO-LO-KI Alignment (Self Evaluation)" form. The form includes a table for "Group" and "Result", a "Continuous Quality Improvement (CQI) Report" section with a table for "Critical Issue(s)", "Factor(s) Contributed to Issue", "Action(s) to be taken", and "Timeline (State Date) & Person Responsible", and a "COMMENT" section. A red arrow points to the "Save" button at the bottom right of the form.

Group	1	2	3	4	5	6	7	8	9	10	11	Total	Indicator
Result													(N/A)

Continuous Quality Improvement (CQI) Report

Critical Issue(s)	Factor(s) Contributed to Issue	Action(s) to be taken (Process, Procedure and/or Mechanism for Monitoring)	Timeline (State Date) & Person Responsible
Add CQI			

COMMENT

Save Print

**15. KEMUDIAN JURULATIH PERLU ISI MAKLUMAT SEPERTI DI ATAS DALAM PROGRAM PELAJAR YANG KEDUA**

CDL-CQI GROUP LEVEL - KP3A3

2

HBU125(EC110) HBU125(AS120) HBU125(SR113) HBU125(AC110) HBU125(AT110)

Refresh Data

Campus	Semester	Programme	Course	Total Student
C	20204D	EC110	HBU125	7

Overall Achievement

Area	Course Grade	Exit - Entrance Survey	SUFO	OBE-SCL Implementation	CO-PO-LO-KI Alignment
Result	5 (EXCELLENT)	3 (GOOD)	3 (GOOD)	(N/A) <a href="#">Edit</a>	(N/A) <a href="#">Edit</a>

Course Grade

Grade	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	E	F	20th Percentile	80% students Above Value	CDL Indicator
Num. of Student	0	6	1	0	0	0	0	0	0	0	0	0	0	1.40	4.00	5 (EXCELLENT)

Exit - Entrance Survey (Frequency)

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**16. APABILA SELESAI UNTUK PROGRAM KEDUA, JURULATIH PERLU ULANG SEMULA CARA YANG SAMA UNTUK PROGRAM PELAJAR YANG KETIGA DAN SETERUSNYA SEHINGGA SEMUA PROGRAM PELAJAR TERSEBUT TELAH SIAP DI ISI MAKLUMAT YANG DIPERLUKAN.**

**17. JURULATIH JUGA PERLU PEKA PADA KOLUM “EXIT – ENTRANCE SURVEY” PADA KOTAK OVERALL ACHIEVEMENT. SEKIRANYA RESULT PADA KOLUM TERSEBUT TERTULIS “FAIR”, JURULATIH PERLU MEMBUAT LAPORAN.**

**18. CARA UNTUK MEMBUAT PELAPORAN “EXIT – ENTRANCE SURVEY” MENDAPAT KEPUTUSAN “FAIR” BOLEH LIHAT PADA TUTORIAL YANG SETERUSNYA.**