

BITU3923 : BITS Final Report Approval

Group No:

7

Report Title : Second-hand Goods and Fund Donation System ("doDonate")

Student: Please bring this form with hardcopy report to supervisor

Item	Approval (√ / X)
Cover page <ul style="list-style-type: none">• Logo• Title• No page number	✓
Abstract <ul style="list-style-type: none">• Single paragraph• Max 160 words	✓
Table of contents <ul style="list-style-type: none">• All contents are numbered List of figures <ul style="list-style-type: none">• The caption for figures is placed below the figure itself using Times New Roman, font size 12 List of tables <ul style="list-style-type: none">• The caption for tables is placed above the table itself using Times New Roman, font size 12. Example: Table 1.1 and 1.2 belongs to Chapter One	✓
Chapters <ul style="list-style-type: none">I. IntroductionII. MethodologyIII. System AnalysisIV. System DesignV. System ImplementationVI. System TestingVII. Conclusion	✓
References <ul style="list-style-type: none">• No number or bullets• Alphabetical order• Author name is written using family name followed with other short names• Examples: Name : John Neville Palvovic Write as : Palvovic, J.N.	✓

<p>Name : Mohd Noor B. Abdullah</p> <p>Write as : Abdullah, M.N.</p> <p>Name : Syed Muhammad Naquib Al-Attas</p> <p>Write as : Al-Attas, S.M.N.</p> <p>Name : Tan Beng Keat</p> <p>Write as : Tan, B.K.</p> <p><u>Article</u></p> <p>Paredis, J. (1993). “Genetic State-Space Search for Constraint Optimization Problems.” Proc. Of the 13th Int. Joint Cont. on Artificial Intelligence (IJCA193). San Mateo, USA: Morgan Kaufaman.</p> <p><u>Article from internet:</u></p> <p>Kementerian Pendidikan Malaysia (2004). <i>Sekolah Bestari</i> . Retrieved on May 2007 from http://www.moe.edu.my</p>	
<p>Appendices</p> <p>The appendices should be labelled alphabetically such as Appendix A and Appendix B. Specific titles can be given.</p>	✓
Writing	
<p>Paragraphing</p> <ul style="list-style-type: none"> • Times New Roman, font size 12 double-spacing. • The first line of a paragraph should be indented by 1 tab (1.22 cm) from the left margin 	✓
<p>Sentence structure</p> <ul style="list-style-type: none"> • Grammar • Appropriate vocabulary • Use of punctuation • Spelling <p>Maximum pages allowed : 120 only</p>	✓

Layout	
Margins <ul style="list-style-type: none"> • Top,bottom,right: 2.5cm • Left: 4cm 	✓
Use of headings and subheadings <ul style="list-style-type: none"> • The title of each chapter should be typed using capital letters, bold and centered. • Capitalize only the first character • Numbering level : Eg. <p> II chapter 2.1 second level 2.1.1 third level 2.1.1.1 fourth level </p>	✓
Use of tables Source of the tables and figures should be stated in full if it was adopted from copyrighted permission. It should be written at the end of the caption.	✓
Page Numbering <ul style="list-style-type: none"> • Page number : Top-right • Roman (i,ii,iii..) until before Chapter I • Start of chapter – no page number 	✓

Supervisor Approval*

Sign & Stamp:


DR. LIZANATI BINTI SALAHUDDIN
Pengetua Kanan
Fakulti Teknologi Maklumat dan Komunikasi
Universiti Teknikal Malaysia Melaka (UTeM)

Date:

18/1/2022

(* sign only if ALL items are ✓)

Student: Please scan and upload this approval as the last Appendix in the Report)