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POSTGRAD THESIS MONITORING and CONTROLLING SYSTEM (PGTMCS)

USER MANUAL for FACULTY

Version 1.0

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1   INTRODUCTION

Postgraduate Thesis Monitoring and Controlling System (PGTMCS) version 1.0.0 is a system for the Student, Supervisor, Faculty and Senate to monitor the status of thesis proposal from its initial stage toward to the end. It is not only use by the respective personnel to control and manage the quality of the thesis to meet the university standard but it also can be used to keep track all the communication between the student and university. The history can be retrieved to view the completed work or its progress.

The system contains the main modules which are Thesis Proposal Submission and Approval, Monthly Progress Report Review, Thesis Proposal Defense, Thesis Work Completion, Thesis Evaluation/Viva and Senate Endorsement.

The Thesis Proposal Submission and Approval module will be the first release made available for use by the student and staffs. The rest of the module will be released by stages.

1.1   Scope

As the scope of this manual will cover the first release of the module, it will guide the student how to use the system and what would they need to do in the case of proposal get approved, changes needed or disapproved by the faculty or senate.

The student also will know the status of the proposal for each of the proposal stage either in draft mode, pending decision or it has been confirmed / approved by the Faculty or Senate.

The remaining guideline for other modules will be updated in the next user manual release.

1.2   System Requirement

1.2.1 URL

The system is available over the internet via the **URL http://postgrad.msu.edu.my** and accessible only by the registered and authorized postgraduate student and respective MSU's staff.

1.2.2 Internet Browser

It is recommended to run the system on the following internet browser

- Mozilla Firefox version 35 and above

- Microsoft Internet Explorer version 8 and above

1.2.3 User Access

The postgraduate student who has been successfully registered in Campus Management System (CMS) will be automatically become postgraduate user or otherwise the student needs to check with the CMS admin on his/her status. By default Student Matrix Number will be the user id to access the PGTMCS system.

The MSU's staff that has been identified as reviewer, supervisor or co-supervisor can access the PGTMCS system once the PGTMCS admin registered him/her into the system. By default Employee ID will be the user id to access the PGTMCS system.

1.3 Screen Design

The PGTMCS system screen has been design into the 5 sections namely section A, B, C, D and E.

Section A to cater the PGTMCS **Header** in which it contains the name of the system, the user name and Logout button

Section B to cater the PGTMCS **Top Panel** in which it contains the list of functions for the system.

Section C to cater the PGTMCS **Left Panel** in which it contains the list of sub-functions resulting from the selection in Section B.

Section D to cater the PGTMCS **Working Area** in which it shows the page for user respond resulting from the selection in Section C.

Section E to cater the PGTMCS **Footer** in which it contains the university name and its copyright.
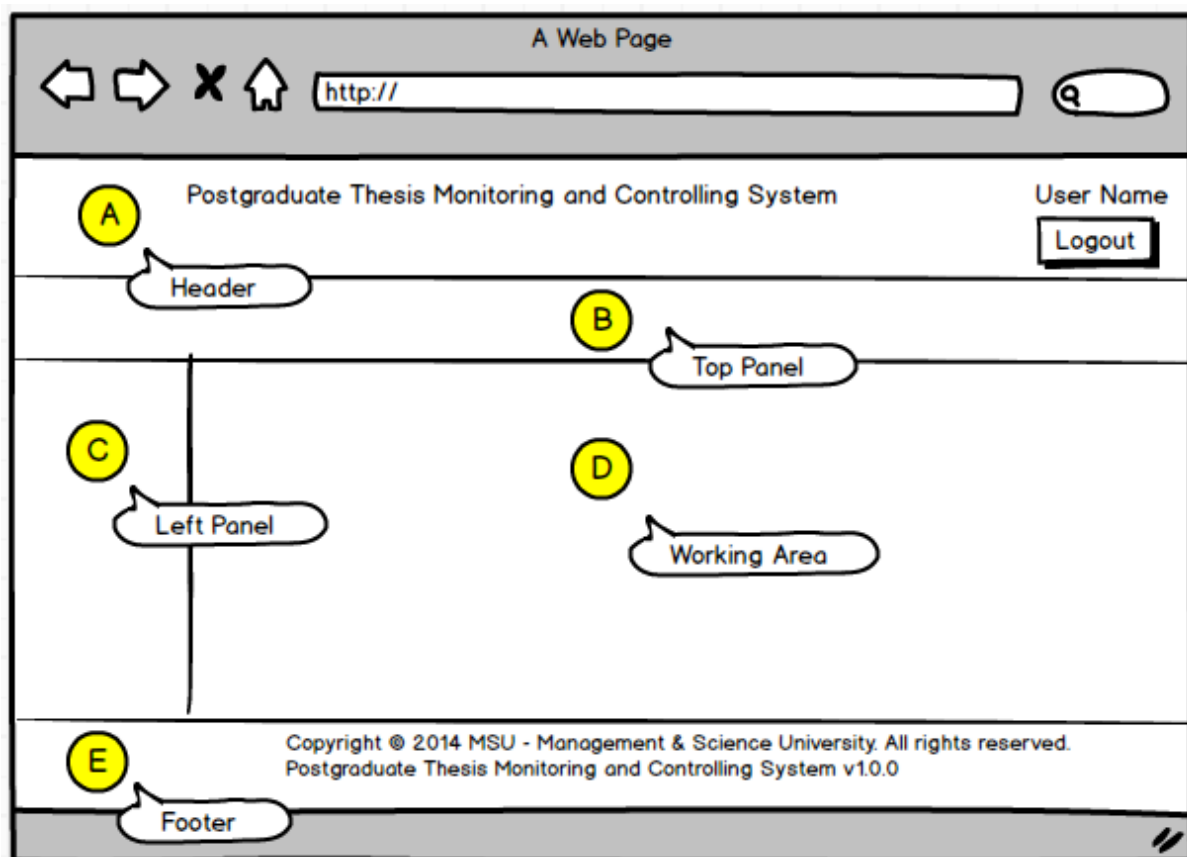
Figure 1: PGTMCS Screen Structure Design

2 HIGHLEVEL FLOW

2.1 Thesis Proposal Submission Process Flow

The figure below depicts the highlevel process flow for the thesis proposal submission which cover from the submission until its get approved by the Senate.

The dotted line as shown below is the focus covered in this manual.
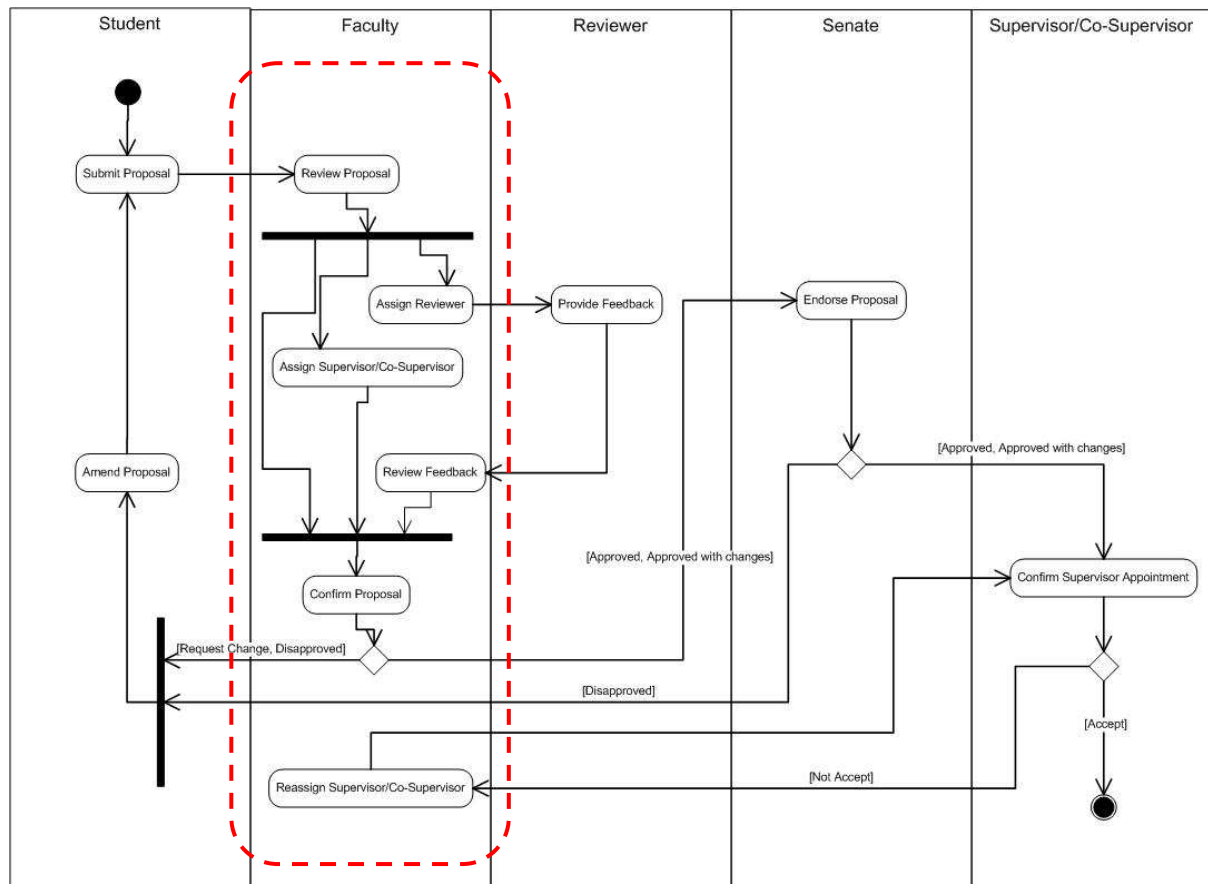
Figure 2: Thesis Proposal Submission Process Flow

3   USER LOGIN and LOGOUT

3.1   Login

This is the first page sight by the student to enter the PGTMC system.
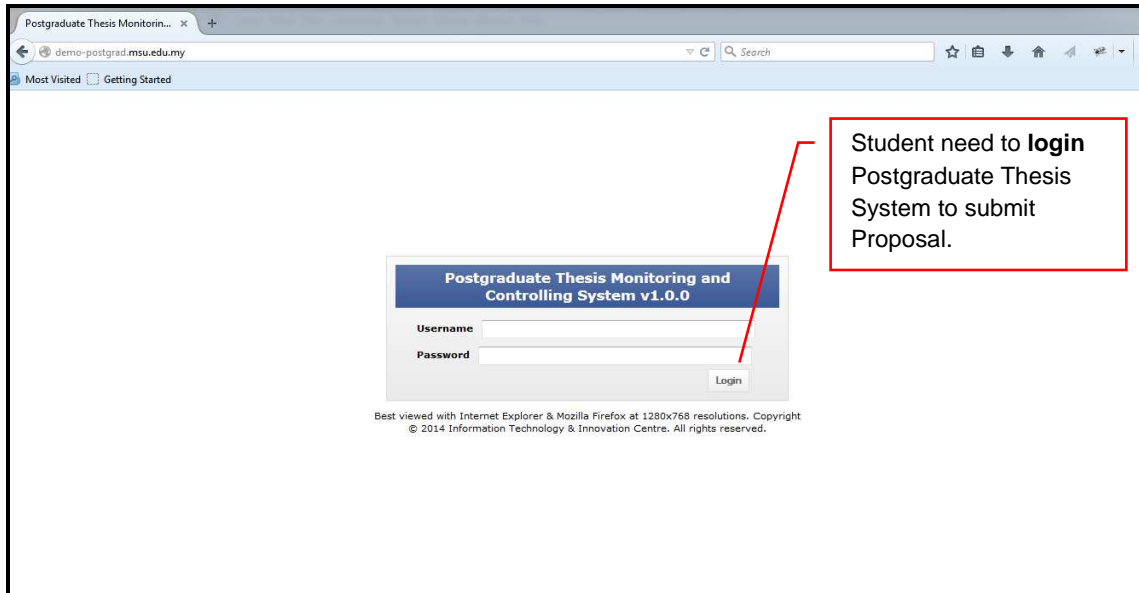
Figure 3: Login Page

Steps:-
1.   Open any Internet Browser of your choice either Mozilla Firefox or Microsoft Internet Explorer
2.   Enter the URL to access the system as follows http://postgrad.msu.edu.my/
3.   Login page will be displayed in which the valid user credential needs to be provided i.e.
     Username and **Password**.

3.2   Logout

Once the necessary or required activities has been done or completed, the student can quit from the system by clicking on the **Logout** button.

If the system is keep idle for about 1 minute, the system will logged out the user automatically.
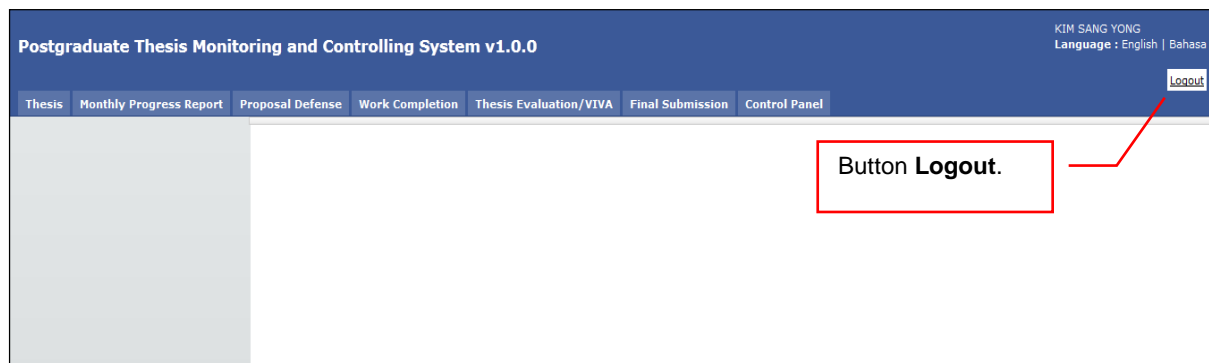
Figure 4: Logout Page

Steps:-

1. Find the **Logout** button located on the right top corner of the system **Header** section.
2. Click on it and you will be logout from the system successfully.

4 CHANGE PASSWORD

4.1 Change Password

For the security reason, the user is strongly recommended to change the password at first successful login to the system.
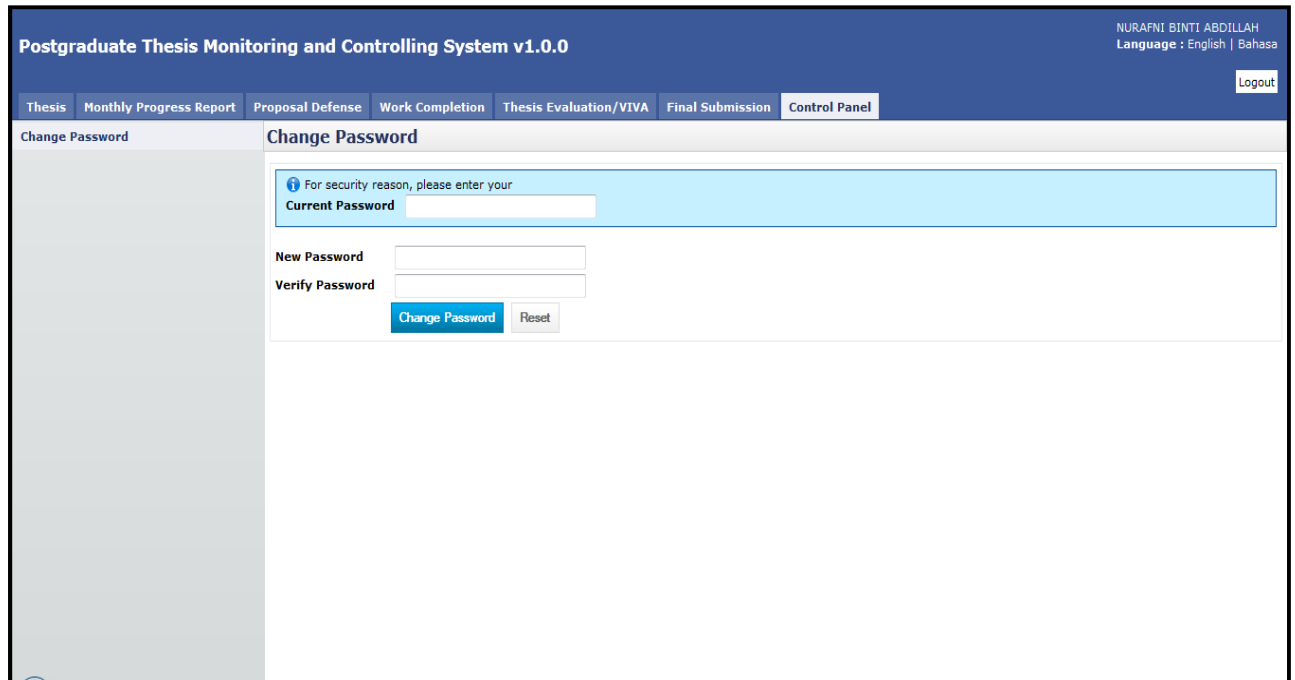
Figure 5: Change Password Page

Steps:-

1. Click on the **Control Panel** tab from the system **Top** panel section.
2. The **Change Password** menu will be displayed and click on it.
3. As to ensure the right user able to change the password, the system will ask **Current Password** used before able to change it to the new password.
4. Once the **Current Password** has been provided, the **New Password** and **Verify Password** can be provided afterward.
5. Click **Change Password** button to ensure the new password can be saved into the system successfully.
6. If the **Current Password** is incorrect, the system will prompt an error message and the user needs to redo the same steps above.
7. User can use **Reset** button if wanted to clear the entry on each fields.

5 THESIS VIEW

5.1 Search Student via Thesis ID/Title

Student profile can be retrieved via student's **Thesis ID or Title**

Figure 6: Thesis Tab

Steps:-

1. Click on the **Thesis** tab on the system **Top** panel section.
2. The **Student Profile** menu will be displayed on the system **Left** panel and click on it.
3. The searching page will be displayed which the user can search for a particular thesis in order to view its detail
4. Enter the **Thesis ID** or **Title**. into the field and click on **Search** button to search the thesis
5. The record will be displayed under the search result.
6. Locate the student from the list and click **View** button to view the profile details

5.1.1 Student Profile Details

Student Profile will contain all information that related to students which are Student Profile, Supervisor/Co-supervisor lists, Subject Taken and Thesis History.

5.1.1.1 Student Profile

Student Profile tab contains the basic student and thesis information including its thesis progress status

Figure 7: Student Profile Tab

Steps:-

1. It is only for view information.
2. Click **Back to Student List** button to return back to **Student List** search page

5.1.1.2 Supervisor/Co-Supervisor List

Supervisor or Co-Supervisor is the academic staff who has been assigned by Faculty to supervise the student in delivering the thesis and approved by the Senate.

There are conditions for the student to see the list of his/her supervisors. The conditions are:-
1. Supervisor/Co-Supervisor has been assigned by Faculty and approved by the Senate
2. Supervisor/Co-Supervisor has accepted the appointment to supervise the student.

Figure 8: List of Supervisor / Co-Supervisor

Steps:-

1. It is only for view information.
2. Click **Back to Student List** button to return back to **Student List** search page

5.1.1.3 Subject Taken

Subject Taken tab will list the entire subject registered by the students for all semester during his study.

Figure 9: Subject Taken

Steps:-

1. It is only for view information.
2. Click **Back to Student List** button to return back to **Student List** search page

5.1.1.4 Thesis History

Thesis History tab contains the proposal progress history starting from its submission by the student untill its approval by the Senate. It captures the date of

Figure 10: Thesis Tab – Thesis History

Steps:-

1. It is only for view information.
2. Click **Back to Student List** button to return back to **Student List** search page

5.2 Search Student via Student Name/Matrix No

Student profile can be retrieved via student's **Name** or **Matrix Number**.

Figure 11: Thesis Tab – List of Student

Steps:-

1. Click on the **Thesis** tab on the system **Top** panel section.
2. The **Student Profile** menu will be displayed on the system **Left** panel and click on it.
3. The searching page will be displayed which the user can search for a particular student in order to view its detail
4. Enter the **Student's Name** or **Matrix No**. into the field and click on **Search** button to search the student
5. The record will be displayed under the search result.
6. Locate the student from the list and click **View** button to view the profile details

5.2.1 Student Profile Details

Student Profile will contain all information that related to students which are Student Profile, Supervisor/Co-supervisor lists, Subject Taken and Thesis History.

5.2.1.1 Student Profile

Student Profile tab contains the basic student and thesis information including its thesis progress status

Figure 12: Thesis Tab – Student Profile

Steps:-

1. It is only for view information.
2. Click **Back to Student List** button to return back to **Student List** search page

5.2.1.2 Supervisor/Co-Supervisor List

Supervisor or Co-Supervisor is the academic staff who has been assigned by Faculty to supervise the student in delivering the thesis and approved by the Senate.

There are conditions for the student to see the list of his/her supervisors. The conditions are:-
1. Supervisor/Co-Supervisor has been assigned by Faculty and approved by the Senate
2. Supervisor/Co-Supervisor has accepted the appointment to supervise the student.

Figure 13: Thesis Tab - List of Supervisor / Co-Supervisor

Steps:-

1. It is only for view information.
2. Click **Back to Student List** button to return back to **Student List** search page

5.2.1.3 Subject Taken

Subject Taken tab will list the entire subject registered by the students for all semester during his study.

Figure 14: Thesis Tab - Subject Taken

Steps:-

1. It is only for view information.
2. Click **Back to Student List** button to return back to **Student List** search page

5.2.1.4 Thesis History

Thesis History tab contains the proposal progress history starting from its submission by the student till its approval by the Senate. It captures the date of

Figure 15: Thesis Tab – Thesis History

Steps:-

1. It is only for view information.

6   LIST OF APPROVED THESIS

6.1   List of Approved Thesis

Figure 16: Thesis Tab – List of Thesis

Steps:-

1.   Click on the **Thesis** tab on the system **Top** panel section.
2.   The **List of Thesis** menu will be displayed on the system **Left** panel and click on it.
3.   The searching page will be displayed which the user can search for a particular thesis that have been approved by the Senate in order to view its detail
4.   Select the **Senate Meeting Date** at the field and click on **Search** button to search the thesis
5.   The record will be displayed under the search result.
6.   To print the detail, click **Print Listing** button to proceed.

6.2 Generate PDF File
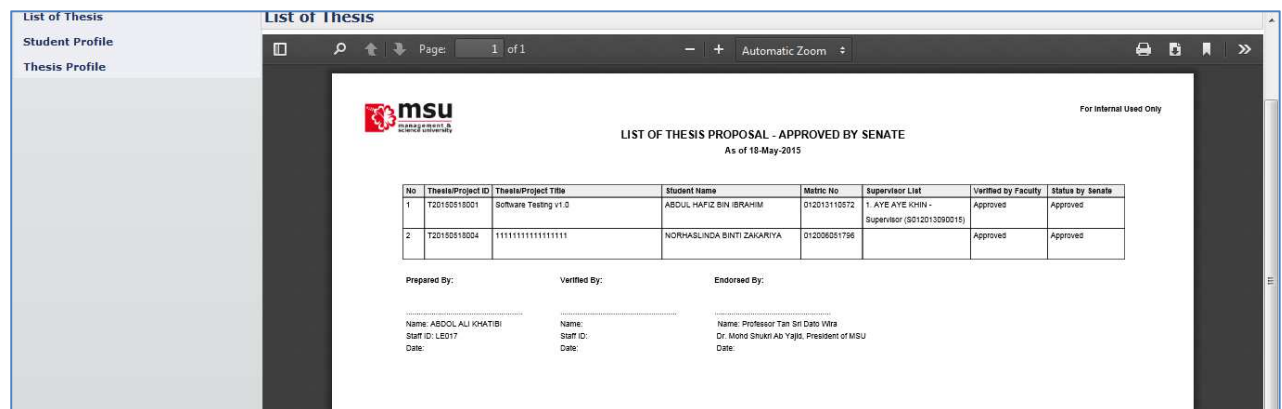
Figure 17: Thesis Tab – List of Thesis PDF

Steps:-

1. To print, click the print logo button to print.

2. To save file (PDF) click the download logo button

7   ADMINISTRATION VIEW

Administration consist of Reviewer Feedback, Proposal Confirmation, Proposal Cancellation, Assign Supervisor, List of Thesis and Assign Reviewer

7.1   Reviewer Feedback Approval

All process to approve/disapprove, view, assign or cancellation are as listed on the **Left** panel.

Figure 18: Administration Tab – Reviewer Feedback Approval

Steps:-

1. Click on the **Administration** tab on the system **Top** panel section.
2. The **Administration** menu will be displayed on the system **Left** panel and click on it.
3. Click the **Reviewer Feedback Approval** and the searching page will be displayed which the user can search for a particular reviewer to give feedback on it or read the feedback that has been submit by reviewer.
4. Enter the **Thesis's ID** or **Matrix No** or **Staff ID**. into the field and click on **Search** button to Reviewer Feedback
5. The record will be displayed under the search result.
6. **Or** Reviewer Feedback can be search via **Student Name** or **Reviewer Name** by enter the student name and click **Search by Student Name Only** or enter the reviewer name and click the **Search by Reviewer Name Only**.
7. The record will be displayed under the search result
8. To give the feedback or remarks or read the feedback, click on the link **Enter feedback here** to proceed.

Figure 19: Thesis Tab – Reviewer Feedback Approval (...cont'd)

Steps:-

1. After clicking the link **Enter feedback here,** the result will be shown like above.
2. Insert the necessary remark or feedback and click the **Update** button to proceed and click to **Back** button to return to previous page.

Figure 20: Administration Tab – Reviewer Feedback Approval search result

Steps:-

1. **Tick** the selected result to approve the extension then **Click** the **Approve Extension** button to proceed.

7.2   Proposal Confirmation List

Proposal Confirmation page will list all the thesis proposal that being proposed by the Student to the Faculty for review and approval decision. At this stage the Faculty can also recommend the right Supervisor / Co-supervisor to supervise the student on their thesis including the Reviewer.

Figure 21: Administration Tab – Proposal Confirmation

Steps:-

1. Click on the **Administration** tab on the system **Top** panel section.
2. The **Administration** menu will be displayed on the system **Left** panel and click on it.
3. Click the **Proposal Confirmation** and the searching page will be displayed which the user can search for a particular thesis to manage it. Otherwise, the result will show all the thesis.
4. The searching criteria can be entered individually or by combination as shown by field below
   a. **Thesis ID**
   b. **Matrix No**
   c. **Thesis Date**
5. Click on the **Search** button to get the search result.
6. Alternatively the search can be done via **Student Name** by entering the student name and click **Search by Student Name Only**.

7.2.1 Manage Proposal Confirmation

Figure 22: Administration Tab – Proposal Confirmation Searching Result

Steps:-

1. The result display all the thesis/proposal that been requested by student whether it has been decided or not.

2. The result will show whether the thesis/proposal are new or not by displaying ![NEW] at the **No.** column.

3. To enter remark, click ![Enter remarks] that has been displayed.

4. To read remark, click ![Read remarks]. (Notes: the read remark will be display when the remark already been save in the system)

5. Step 3 and 4 look at **Remarks**.

6. To read or download attachment uploaded by student is by click the ![Attachment 1: icon]

7. To upload the attachment to the system is by click the **Upload** button on the **Attachment by faculty** column.

8. To delete attachment that been upload, click ![X] button.

9. To edit description of the file/attachment uploaded, click ![pencil] button (Look at **Edit Attachment Detail**)

10. To assign Supervisor/Co-Supervisor Click ![Assign] at **Supervisor/Co-Supervisor** column. (Look at **Assign Supervisor/Co-Supervisor**)

11. To view the assigned staff, click ![View]. (Look at **View Assigned Supervisor/Co-Supervisor**)

12. To change the assigned staff, click Change 🧍. (Look at **Change Assigned Supervisor/Co-Supervisor**)

13. To assign Reviewer Click Assign 🧍 at **Reviewer** column. (Look **Assign Reviewer**)

14. To view the assigned reviewer, click View. (Look at **View Assigned Reviewer**)

15. To change the assigned Reviewer, click Change 🧍. (Look at **Change Assigned Reviewer**)

Tick	No.	Faculty Status	Thesis Date	Thesis / Project ID	Thesis / Project Title	Student Name	Attachment by Student	Attachment by Faculty	Supervisor / Co-Supervisor	Reviewer
☐	1.	Submitted / Resubmitted NEW!	18-May-2015	T20150518003 ✏ Enter remarks	Smart Markete v1.0	ADAM AMRIL BIN JAHARADAK (012006051798)	No attachment	Attachment 1: ⬇ ✖ ✏ Upload	Assign	Change View

This shows that the proposal is pending decision by the Faculty.

Figure 6.3

[Mark For Review] [Unmark All] [Print for Review]

Verification Confirmation by Faculty
Proposal Status : ⦿ Approved ◯ Approved with Changes ◯ Request Changes ◯ Disapproved

[Print Proposal List] [Submit] Note: Ensure the proposal above has been selected before click Submit.

Figure 23: Administration Tab – Proposal Confirmation Status

16. To verify the confirmation of proposal is tick the proposal and by choose the list menu shown at Figure 6.4 which is **Approved, Approved with Changes, Request Changes** or **Disapprove**

17. Then click the **Submit** button to proceed.

18. If the proposal status chosen is **Request Changes** or **Disapproved,** after **Submit** button is clicked, the email notification will be sent to the student by the system (Refer Appendix)

19. To print the proposal list, click **Print Proposal List.**

Figure 24: Administration Tab – List of Thesis Proposal for Senate Approval

Steps:-

1. To print, click the print logo button ⬛ to print.

2. To save file (PDF) click the download logo button ⬛.

7.2.1.1 Remarks

Figure 25: Administration Tab – Proposal Confirmation Remark

Steps:-

1. Insert necessary description into the **Remarks** and then click **Update** button
2. Then click **Back** button.

7.2.1.2 Edit Attachment Details

Figure 26: Proposal Confirmation – Edit Description of Attachment

Steps:-

1. Insert necessary description into the **File Description** and then click **Update** button
2. Then click **Back** button.

7.2.1.3 Assign Supervisor/Co-Supervisor

Figure 27: Proposal Confirmation – Assign Supervisor Page

Steps:-

1. Choose the department of the supervisor on **Department**, enter the **Staff Name/Staff ID** and **Field of Expertise** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff. (Look at Figure 6.8)
3. Next Step is on the next page

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Role	Skype ID	Reply Date within 7 day(s)
☐	1.	CFS	L555	ASHARINA BT ALWI	- M. MEDICAL SCIENCE(BIOSTATISTICS)		▾		25-May-2015
☐	2.	CFS	L762	FADZILAH AINI BINTI MAHAMAD SHAHARIN	- CHEMICAL ENGINEERING		▾		25-May-2015
☐	3.	CFS	S012013120012	JANNATUN NAAIN BINTI UMAR	- MASTER IN LAW		▾		25-May-2015
☐	4.	CFS	L686	KHOMARUL NAFISYAH BINTI MAAMUR	- MASTER OF SCIENCE		▾		25-May-2015
☐	5.	CFS	L194	MAHANI BINTI MOHAMAD	- islamic economic		▾		25-May-2015
☐	6.	CFS	S1032014030001	MALIATI BINTI MOHAMAD	- MALAY LANGUAGE		▾		25-May-2015
☐	7.	CFS	S012013030018	MOHAMMAD TAWFIK BIN YAAKUB	- Masters in Political Science		▾		25-May-2015
☐	8.	CFS	L882	MUHAMAD ATLIZAN BIN DARLIS	- Master Political Science		▾		25-May-2015
☐	9.	CFS	L898	NORHAFIZAH BINTI BURHAM	- MASTER IN ELECTRONIC ENGINEERING		▾		25-May-2015
☐	10.	CFS	S012013030002	NUR ALYANI BINTI KHAIROL ANUAR	- Master in Education Teaching English as A Second Language		▾		25-May-2015
☐	11.	CFS	L626	NUR HAYATI FADZLIN BINTI HUSIN	- EDUCATIONAL ADMINISTRATION		▾		25-May-2015
☐	12.	CFS	L799	NURAINI BINTI MOHD YUSOP	- MASTER OF ECONOMICS		▾		25-May-2015
☐	13.	CFS	L929	NURIEN HIDAYU BINTI MUHAMAD RUSLY	- M.ED (EDUCATIONAL PLANNING AND ADMINISTRATION)		▾		25-May-2015
☐	14.	CFS	S012014090004	NURZAIDAH AMANINA BINTI MAZDA	- M ED TESL		▾		25-May-2015
☐	15.	CFS	L648	ROSNAH BINTI ABD. RAHMAN	- MASTER OF ARTS (MALAYSIAN HISTORY)		▾		25-May-2015

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Role	Skype ID	Reply Date within 7 day(s)
☐	1.	FBMP	S012013090015	AYE AYE KHIN	- MASTER IN AGRICULTURAL ECONOMICS (ECONOMICS EFFICIENCY) - PHD IN AGRIBUSINESS (ECONOMETRICS)		▾		25-May-2015
☐	2.	IMS	S012013100003	ADEL AKHAVANMALAYERI	- MASTER OF GENERAL SURGERY - MEDICINE		Supervisor Co-Supervisor Role to be assigned		25-May-2015

[Assign] Note: Please select the Supervisor from the list before click ASSIGN button.

[Back]

Figure 28: Proposal Confirmation – Search and Assign Supervisor

4. Choose the staff that the user want to assign by ticking the checkbox.
5. Then choose the role of the assigned staff whether to be Supervisor & Co-Supervisor. Then choose the **Reply Date**
6. After the entire step done, click **Assign** button.
7. Then click **Back** button.

7.2.1.4 View Assigned Supervisor/Co-Supervisor

List of Assigned Supervisor

Student Matrix No : 012006051798
Student Name   : ADAM AMRIL BIN JAHARADAK

No.	Dept	Name	Qualification	Field of Expertise	Role	Skype ID	Assigned Date	Expected Reply Date	Acceptance Status
1.	FBMP	AYE AYE KHIN (S012013090015)	- MASTER IN AGRICULTURAL ECONOMICS (ECONOMICS EFFICIENCY) - PHD IN AGRIBUSINESS (ECONOMETRICS)		Supervisor		18-May-2015	25-May-2015	

Back

Figure 29: Proposal Confirmation – View Assigned Supervisor/Co-Supervisor

Steps:-

1. This page only displays the assigned supervisor/co-supervisor.
2. Then click **Back** button.

7.2.1.5 Change Assign Supervisor/Co-Supervisor

List of Assigned Supervisor

Student Matrix No : 012006051798
Student Name   : ADAM AMRIL BIN JAHARADAK

Tick	No.	Dept	Name	Qualification	Field of Expertise	Role	Skype ID	Reply Date
☐	1.	FBMP	AYE AYE KHIN (S012013090015) ✎ View Brief Biodata	- MASTER IN AGRICULTURAL ECONOMICS (ECONOMICS EFFICIENCY) - PHD IN AGRIBUSINESS (ECONOMETRICS)		Supervisor ▾		25-May-2015

Update   Delete   Back

Assign New Supervisor

Please enter searching criteria below:-

Department	▾
Staff Name / Staff ID	
Field of Expertise / ID	

Search   Back   Note:If no entry is provided, it will search all.

Figure 30: Proposal Confirmation – Change Supervisor/Co-Supervisor

Steps:-

1. To assign new Supervisor/Co-supervisor. Choose the department of the supervisor on **Department**, enter the **Staff Name/Staff** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff.
3. Next Step is on the next page

Searching Results:-									
Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Role	Skype ID	Reply Date within 7 day(s)
☐	1.	CFS	L555	ASHARINA BT ALWI	- M. MEDICAL SCIENCE(BIOSTATISTICS)		▼		25-May-2015
☐	2.	CFS	L762	FADZILAH AINI BINTI MAHAMAD SHAHARIN	- CHEMICAL ENGINEERING		▼		25-May-2015
☐	3.	CFS	S012013120012	JANNATUN NAAIN BINTI UMAR	- MASTER IN LAW		▼		25-May-2015
☐	4.	CFS	L686	KHOMARUL NAFISYAH BINTI MAAMUR	- MASTER OF SCIENCE		▼		25-May-2015
☐	5.	CFS	L194	MAHANI BINTI MOHAMAD	- islamic economic		▼		25-May-2015
☐	6.	CFS	S1032014030001	MALIATI BINTI MOHAMAD	- MALAY LANGUAGE		▼		25-May-2015
☐	7.	CFS	S012013030018	MOHAMMAD TAWFIK BIN YAAKUB	- Masters in Political Science		▼		25-May-2015
☐	8.	CFS	L882	MUHAMAD ATLIZAN BIN DARLIS	- Master Political Science		▼		25-May-2015
☐	9.	CFS	L898	NORHAFIZAH BINTI BURHAM	- MASTER IN ELECTRONIC ENGINEERING		▼		25-May-2015

Figure 31: Proposal Confirmation – List All Staffs (If no search criteria is provided)

Assign New Supervisor

Please enter searching criteria below:-

Department: Faculty of Information Sciences and Engineering ▼
Staff Name / Staff ID: T002
Field of Expertise / ID: [   ]   [Search] [Back] Note:If no entry is provided, it will search all.

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Role	Skype ID	Reply Date within 7 day(s)
☑	1.	FISE	T002	ADAM AMRIL BIN JAHARADAK	- Master in IT (Information Science)		Supervisor ▼		25-May-2015
☐	2.	FISE	PT002	ADZLIZA SALMI BINTI MOHAMAD AZLAN	- Master Science in Microelectronic		▼		25-May-2015

[Assign] Note: Please select the Supervisor from the list before click ASSIGN button.

[Back]

Figure 32: Proposal Confirmation – List the Selected Staff (based on provided search criteria)
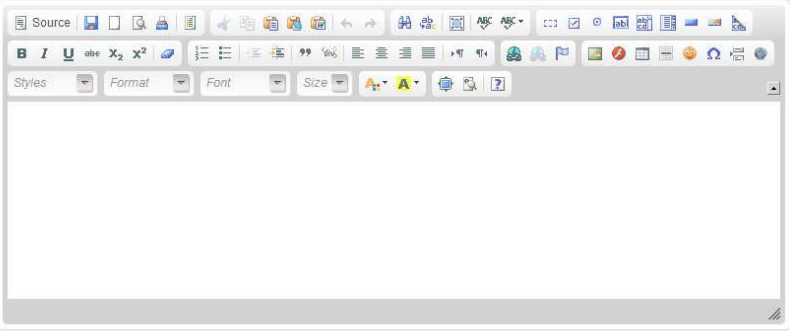
1. Choose the staff that the user wants to assign by ticking the checkbox.
2. Then choose the role of the assigned staff whether to be Supervisor, Co-Supervisor, Internal Examiner, and External Examiner.
3. Then choose the **Reply Date**
4. After the entire step done, click **Assign** button.
5. Then click **Back** button.
6. Tick the Staff detail and click **Delete** button to remove the assigned supervisor/co-supervisor
7. To View brief biodata of the staff click [View Brief Biodata]. (Look at 6.2.1.5.**1 View Brief Biodata**)
8. To change the role, choose the **Role** listed.
9. Then click **Update** button.

7.2.1.5.1 View Brief Biodata

Figure 33: Proposal Confirmation – View and Edit Supervisor/Co-Supervisor Biodata

Steps:-

1. Insert necessary description into the **Biodata** and then click **Update** button

2. To download necessary document such as supporting document, click [icon] to download.
3. Then click **Back** button.

7.2.1.6 Assign Reviewer

Figure 34: Proposal Confirmation – Assign Reviewer

Steps:-

1. Choose the department of the reviewer on **Department**, enter the **Staff Name/Staff ID** and **Field of Expertise** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff. (Look at Figure 7.6)
3. Next Step is on the next page

Figure 35: Proposal Confirmation – Assign Reviewer Search Result

4. Choose the staff that the user wants to assign by ticking the checkbox.
5. By default, reply date will be set to 7 days starting the day that been assign.
6. After all the step done, click **Assign** button.
7. Then click **Back** button.

7.2.1.7 View Assigned Reviewer

Figure 36: Proposal Confirmation – List of Assigned Reviewer

Steps:-

1. This page only displays the assigned reviewer.
2. Then click **Back** button.

7.2.1.8 Change Assign Reviewer

Figure 37: Proposal Confirmation – List of Assigned Reviewer

Steps:-

1. To assign new Reviewer. Choose the department of the reviewer on **Department**, enter the **Staff Name/Staff ID** and **Field of Expertise** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff.
3. Next Step is on the next page

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Email ID	Reply Date within 7 day(s)
☐	1.	ACADOF	L039	MD.GAPAR BIN MD.JOHAR	- MSc (Pharmaceutical Technology)		gapar@msu.edu.my	25-May-2015
☐	2.	CFS	L555	ASHARINA BT ALWI	- MSc (Pharmaceutical Technology)		asharina@msu.edu.my	25-May-2015
☐	3.	CFS	L762	FADZILAH AINI BINTI MAHAMAD SHAHARIN	- MSc (Pharmaceutical Technology)		fadzilah_aini@msu.edu.my	25-May-2015
☐	4.	CFS	S012013120012	JANNATUN NAAIN BINTI UMAR	- MSc (Pharmaceutical Technology)		jannatun_naain@msu.edu.my	25-May-2015
☐	5.	CFS	L686	KHOMARUL NAFISYAH BINTI MAAMUR	- MSc (Pharmaceutical Technology)		khomarul_nafisyah@msu.edu.my	25-May-2015
☐	6.	CFS	L194	MAHANI BINTI MOHAMAD	- MSc (Pharmaceutical Technology)		mahani@msu.edu.my	25-May-2015
☐	7.	CFS	S1032014030001	MALIATI BINTI MOHAMAD	- MSc (Pharmaceutical Technology)		maliati_mohamad@msu.edu.my	25-May-2015
☐	8.	CFS	S012013030018	MOHAMMAD TAWFIK BIN YAAKUB	- MSc (Pharmaceutical Technology)		mohd_tawfik@msu.edu.my	25-May-2015
☐	9.	CFS	L882	MUHAMAD ATLIZAN BIN DARLIS	- MSc (Pharmaceutical Technology)		muhd_atlizan@msu.edu.my	25-May-2015
☐	10.	CFS	L898	NORHAFIZAH BINTI BURHAM	- MSc (Pharmaceutical Technology)		norhafizah_burham@msu.edu.my	25-May-2015
☐	11.	CFS	S012013030002	NUR ALYANI BINTI KHAIROL ANUAR	- MSc (Pharmaceutical Technology)		nur_alyani@msu.edu.my	25-May-2015
☐	12.	CFS	L626	NUR HAYATI FADZLIN BINTI HUSIN	- MSc (Pharmaceutical Technology)		nurhayati_fadzlin@msu.edu.my	25-May-2015
☐	13.	CFS	L799	NURAINI BINTI MOHD YUSOP	- MSc (Pharmaceutical Technology)		nuraini@msu.edu.my	25-May-2015

Figure 38: Proposal Confirmation – List All Reviewers (If no search criteria is provided)

Assign New Reviewer
Please enter searching criteria below:-

Department   ▼

Reviewer Name / Staff ID   aye

Field of Expertise / ID   [Search] [Back]   Note: If no entry is provided, it will search all.

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Email ID	Reply Date within 7 day(s)
☑	1.	IMS	S012013100003	ADEL AKHAVANMALAYERI	- MASTER OF GENERAL SURGERY - MEDICINE		adel_akhavamalayeri@msu.edu.my	25-May-2015

[Assign] Note: Please select the Reviewer from the list before click ASSIGN button.

[Back]

Figure 39: Proposal Confirmation – List of Reviewer (based on provided search criteria)

4. Choose the staff that the user wants to assign by ticking the checkbox.
5. By default, reply date will be set to 7 days starting the day that been assigned.
6. After the entire step done, click **Assign** button.
7. Then click **Back** button.
8. Tick the Staff detail and click **Delete** button to remove the assigned supervisor/co-supervisor

9. To enter remark of the staff click ✏ **Enter Faculty remarks** **Pending feedback by Reviewer**.
10. To change the role, choose the **Role** listed.
11. Then click **Update** button.

7.2.1.8.1 Enter Faculty Remark

Figure 40: Proposal Confirmation – Remarks by Faculty to Reviewer

Steps:-

1. Insert necessary description into the **Remarks** and then click **Update** button
2. Then click **Back** button.

7.3   Proposal Cancellation

Proposal Cancellation is a feature provided to the Faculty to approve the cancellation request to the submitted proposal by the student. This will enable the student to do the required changes before it can be resubmitted again.

Figure 41: Administration Tab – Proposal Cancellation Page

Steps:-

1. Click on the **Administration** tab on the system **Top** panel section.
2. The **Administration** menu will be displayed on the system **Left** panel and click on it.
3. Click the **Proposal Cancelation** and the searching page will be displayed which the user can search for a particular proposal which is request for cancellation and proposal that has been cancelled.
4. The result can be search by choose the date of cancelation which is **Request Date** and **Cancellation Status** and click on **Search** button.
5. The record will be displayed under the search result.
6. If neither one of the fill is not chosen, the result will display all list of cancellation data.
7. To give remarks, click on the link ![Enter remarks] for proceed. (Look at **6.3.1: Enter Remarks Cancellation**)
8. To read or download attachment/file, click ![icon] .
9. To approve the cancellation, tick the checkbox ![checkbox] .
10. Then click **Approve Cancellation** button to proceed. The status now will be updated from *Request for Cancellation* to *Cancellation Approved*.

7.3.1 Enter Remark Cancellation

Figure 42: Administration Tab – Remark Cancellation Page

Steps:-

1. Insert necessary into **Remarks** field.
2. Click **Update** button and click **Back** to return previous page.

7.4   Assign Supervisor

Figure 43: Administration Tab – List of Student under the Assign Supervisor Page

Steps:-

1. Click on the **Administration** tab on the system **Top** panel section.
2. The **Administration** menu will be displayed on the system **Left** panel and click on it.
3. Click the **Assign Supervisor** and the searching page will be displayed which the user can search for a particular thesis to assign it supervisor/co-supervisor. Otherwise, the result will show the entire listed thesis.
4. Enter the **Thesis's ID** or **Matrix No** into the field and click on **Search** button.
5. The record will be displayed under the search result.
6. **Or** it can be search via **Student Name** by enter the student name and click **Search by Student Name Only.**
7. The record will be displayed under the search result
8. Otherwise the result will display all listed result.

9. To assign Supervisor/Co-Supervisor Click **Assign** at **Supervisor/Co-Supervisor** column.
10. To view the assigned staff, click **View** .
11. To change the assigned staff, click **Change** .

7.4.1 Assign Supervisor/Co-Supervisor

Figure 44: Administration Tab – Assign Supervisor/Co-Supervisor Page

Steps:-

1. Choose the department of the supervisor on **Department**, enter the **Staff Name/Staff ID** and **Field of Expertise** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff.
3. Next Step is on the next page

Figure 45: Administration Tab – List of Staff for Supervisor / Co-Supervisor Selection

Figure 46: Administration Tab – Supervisor/Co-Supervisor Search Result

4. Choose the staff that the user wants to assign by ticking the checkbox.
5. Then choose the role of the assigned staff whether to be Supervisor & Co-Supervisor
6. Then choose the **Reply Date**
7. After the entire step done, click **Assign** button.
8. Then click **Back** button.

7.4.2 View Assigned Supervisor/Co-Supervisor

Figure 47: Administration Tab – List of Assigned Supervisor/Co-Supervisor

Steps:-

1. This page only displays the assigned supervisor/co-supervisor.
2. Then click **Back** button.

7.4.3 Change Assign Supervisor/Co-Supervisor

Figure 48: Administration Tab – List of Supervisor/Co-Supervisor for Update

Steps:-

1. To assign new Supervisor/Co-supervisor. Choose the department of the supervisor on **Department**, enter the **Staff Name/Staff ID** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff. (Look at Figure 9.0)
3. Next Step is on the next page

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Role	Skype ID	Reply Date within 7 day(s)
☐	1.	SP	L039	MD.GAPAR BIN MD.JOHAR	- M.Sc in Data Engineering - PhD in Computer Science		▼		25-May-2015
☐	2.	SP	L555	ASHARINA BT ALWI	- M. MEDICAL SCIENCE(BIOSTATISTICS)		▼		25-May-2015
☐	3.	SP	L762	FADZILAH AINI BINTI MAHAMAD SHAHARIN	- CHEMICAL ENGINEERING		▼		25-May-2015
☐	4.	SP	S012013120012	JANNATUN NAAIN BINTI UMAR	- MASTER IN LAW		▼		25-May-2015
☐	5.	SP	L686	KHOMARUL NAFISYAH BINTI MAAMUR	- MASTER OF SCIENCE		▼		25-May-2015
☐	6.	SP	L194	MAHANI BINTI MOHAMAD	- islamic economic		▼		25-May-2015
☐	7.	SP	S1032014030001	MALIATI BINTI MOHAMAD	- MALAY LANGUAGE		▼		25-May-2015
☐	8.	SP	S012013030018	MOHAMMAD TAWFIK BIN YAAKUB	- Masters in Political Science		▼		25-May-2015
☐	9.	SP	L882	MUHAMAD ATLIZAN BIN DARLIS	- Master Political Science		▼		25-May-2015
☐	10.	SP	L898	NORHAFIZAH BINTI BURHAM	- MASTER IN ELECTRONIC ENGINEERING		▼		25-May-2015
☐	11.	SP	S012013030002	NUR ALYANI BINTI KHAIROL ANUAR	- Master in Education Teaching English as A Second Language		▼		25-May-2015

Figure 49: Assign Supervisor – List of Staff (If no search criteria are provided)

Assign New Supervisor
Please enter searching criteria below:-

Department	▼
Staff Name / ID	aye
Field of Expertise / ID	

Search   Back   Note: If no entry is provided, it will search all.

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Role	Skype ID	Reply Date within 7 day(s)
☑	1.	IMS	S012013100003	ADEL AKHAVANMALAYERI	- MASTER OF GENERAL SURGERY - MEDICINE		Supervisor ▼		25-May-2015

Assign   Note: Please select the Supervisor from the list before click ASSIGN button.

Back

Figure 50: Assign Supervisor – List of Staff (based on provided search criteria)

4. Choose the staff that the user wants to assign by ticking the checkbox.
5. Then choose the role of the assigned staff whether to be Supervisor or Co-Supervisor.
6. Then choose the **Reply Date**
7. After the entire step done, click **Assign** button.
8. Then click **Back** button.
9. Tick the Staff detail and click **Delete** button to remove the assigned supervisor/co-supervisor
10. To add/view brief biodata of the staff click [View Brief Biodata].
11. To change the role, choose the **Role** listed.
12. Then click **Update** button.

7.4.3.1 View Brief Biodata

Figure 51: Assign Supervisor – Supervisor / Co-Supervisor Biodata Page for Update

Steps:-

1. Insert necessary description into the **Biodata** and then click **Update** button

2. To download necessary document such as supporting document, click ⬜ to download.
3. Then click **Back** button.

7.5 Assign Reviewer

Figure 52: Assign Reviewer – List of Student

Steps:-

1. Click on the **Administration** tab on the system **Top** panel section.
2. The **Administration** menu will be displayed on the system **Left** panel and click on it.
3. Click the **Assign Reviewer** and the searching page will be displayed which the user can search for a particular thesis to assign it reviewer. Otherwise, the result will show the entire listed thesis.
4. Enter the **Thesis's ID** or **Matrix No** into the field and click on **Search** button.
5. The record will be displayed under the search result.
6. **Or** it can be search via **Student Name** by enter the student name and click **Search by Student Name Only.**
7. The record will be displayed under the search result
8. Otherwise the result will display all listed result.
9. To assign Reviewer Click **Assign** at **Reviewer** column.
10. To view the assigned reviewer, click **View** .
11. To change the assigned Reviewer, click **Change** .

7.5.1 Assign Reviewer

Figure 53: Assign Reviewer Page

Steps:-

1. Choose the department of the reviewer on **Department**, enter the **Reviewer Name/Staff ID** and **Field of Expertise** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff. (Look at Figure 9.5)
3. Next Step is on the next page

Figure 54: Assign Reviewer Search Result (If no search criteria is provided)

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Email ID	Reply Date within 7 day(s)
☐	1.	FBMP	S012013090015	AYE AYE KHIN	- MASTER IN AGRICULTURAL ECONOMICS (ECONOMICS EFFICIENCY) - PHD IN AGRIBUSINESS (ECONOMETRICS)		aakhin@msu.edu.my	25-May-2015
☐	2.	IMS	S012013100003	ADEL AKHAVANMALAYERI	- MASTER OF GENERAL SURGERY - MEDICINE		adel_akhavamalayeri@msu.edu.my	25-May-2015

[Assign] Note: Please select the Reviewer from the list before click ASSIGN button.

[Back]

Figure 55: Assign Reviewer Search Result (Based on provided search criteria)

4. Choose the staff that the user wants to assign by ticking the checkbox.
5. Then choose the **Reply Date**
6. After the entire step done, click **Assign** button.
7. Then click **Back** button.

7.5.2 View Assigned Reviewer

Figure 56: List of Assigned Reviewer Page

Steps:-

1. This page only displays the assigned reviewer.
2. Then click **Back** button.

7.5.3 Change Assign Reviewer

Figure 57: List of Assigned Reviewer for Update

Steps:-

1. To assign new Reviewer. Choose the department of the reviewer on **Department,** enter the **Staff Name/Staff ID** and **Field of Expertise** and then click the **Search** button to search.
2. If there is no entry provided, the search will display all the staff. (Look at Figure 9.9)
3. Next Step is on the next page

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Email ID	Reply Date within 7 day(s)
☐	1.	CFS	L555	ASHARINA BT ALWI	- M. MEDICAL SCIENCE(BIOSTATISTICS)		asharina@msu.edu.my	25-May-2015
☐	2.	CFS	L762	FADZILAH AINI BINTI MAHAMAD SHAHARIN	- CHEMICAL ENGINEERING		fadzilah_aini@msu.edu.my	25-May-2015
☐	3.	CFS	S012013120012	JANNATUN NAAIN BINTI UMAR	- MASTER IN LAW		jannatun_naain@msu.edu.my	25-May-2015
☐	4.	CFS	L686	KHOMARUL NAFISYAH BINTI MAAMUR	- MASTER OF SCIENCE		khomarul_nafisyah@msu.edu.my	25-May-2015
☐	5.	CFS	L194	MAHANI BINTI MOHAMAD	- islamic economic		mahani@msu.edu.my	25-May-2015
☐	6.	CFS	S1032014030001	MALIATI BINTI MOHAMAD	- MALAY LANGUAGE		maliati_mohamad@msu.edu.my	25-May-2015
☐	7.	CFS	S012013030018	MOHAMMAD TAWFIK BIN YAAKUB	- Masters in Political Science		mohd_tawfik@msu.edu.my	25-May-2015
☐	8.	CFS	L882	MUHAMAD ATLIZAN BIN DARLIS	- Master Political Science		muhd_atlizan@msu.edu.my	25-May-2015
☐	9.	CFS	L898	NORHAFIZAH BINTI BURHAM	- MASTER IN ELECTRONIC ENGINEERING		norhafizah_burham@msu.edu.my	25-May-2015
☐	10.	CFS	S012013030002	NUR ALYANI BINTI KHAIROL ANUAR	- Master in Education Teaching English as A Second Language		nur_alyani@msu.edu.my	25-May-2015
☐	11.	CFS	L626	NUR HAYATI FADZLIN BINTI HUSIN	- EDUCATIONAL ADMINISTRATION		nurhayati_fadzlin@msu.edu.my	25-May-2015
☐	12.	CFS	L799	NURAINI BINTI MOHD YUSOP	- MASTER OF ECONOMICS		nuraini@msu.edu.my	25-May-2015
☐	13.	CFS	L929	NURIEN HIDAYU BINTI MUHAMAD RUSLY	- M.ED (EDUCATIONAL PLANNING AND ADMINISTRATION)		nurien_hidayu@msu.edu.my	25-May-2015

Figure 58: Assign Reviewer Search Result (If no search criteria are provided)

Assign New Reviewer

Please enter searching criteria below:-

Department [dropdown]

Reviewer Name / Staff ID [aye]

Field of Expertise / ID [____]   [Search] [Back] Note: If no entry is provided, it will search all.

Searching Results:-

Tick	No.	Dept	Staff ID	Name	Qualification	Field of Expertise	Email ID	Reply Date within 7 day(s)
☐	1.	FBMP	S012013090015	AYE AYE KHIN	- MASTER IN AGRICULTURAL ECONOMICS (ECONOMICS EFFICIENCY) - PHD IN AGRIBUSINESS (ECONOMETRICS)		aakhin@msu.edu.my	25-May-2015
☐	2.	IMS	S012013100003	ADEL AKHAVANMALAYERI	- MASTER OF GENERAL SURGERY - MEDICINE		adel_akhavamalayeri@msu.edu.my	25-May-2015

[Assign] Note: Please select the Reviewer from the list before click ASSIGN button.

[Back]

Figure 59: Assign Reviewer Search Result (Based on provided search criteria)

4. Choose the staff that the user wants to assign by ticking the checkbox.
5. Then choose the **Reply Date**
6. After the entire step done, click **Assign** button.
7. Then click **Back** button.
8. Tick the Staff detail and click **Delete** button to remove the assigned supervisor/co-supervisor
9. To enter remark of the staff click ✏ **Enter Faculty remarks** / ✏ **Pending feedback by Reviewer**.
10. To change the role, choose the **Role** listed.
11. Then click **Update** button.

7.5.3.1 Enter Faculty Remark
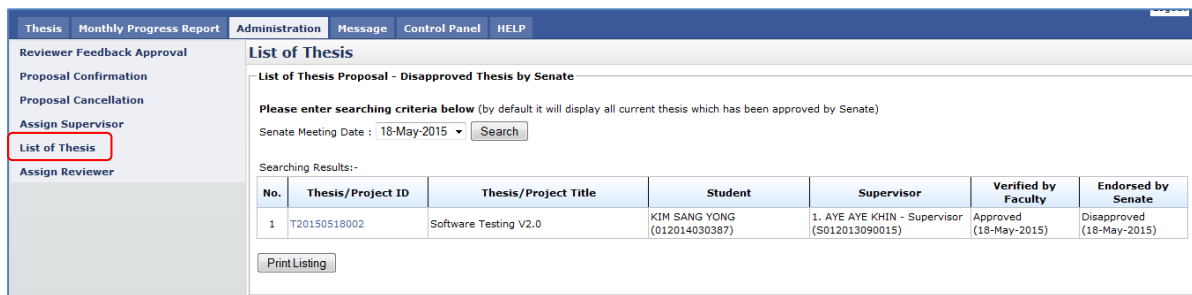
Figure 60: Assign Reviewer – Enter Faculty Remark

Steps:-

1. Insert necessary description into the **Remarks** and then click **Update** button
2. Then click **Back** button.

7.6 List of thesis proposal – Disapproved thesis by Senate

No.	Thesis/Project ID	Thesis/Project Title	Student	Supervisor	Verified by Faculty	Endorsed by Senate
1	T20150518002	Software Testing V2.0	KIM SANG YONG (012014030387)	1. AYE AYE KHIN - Supervisor (S012013090015)	Approved (18-May-2015)	Disapproved (18-May-2015)

Figure 61: Administration Tab – List of Disapproved Thesis

Steps:-

1. Click on the **Administration** tab on the system **Top** panel section.
2. The **List of Thesis** menu will be displayed on the system **Left** panel and click on it.
3. The searching page will be displayed which the user can search for a particular thesis that have been disapproved by senate in order to view its detail
4. Select the **Senate Meeting Date** at the field and click on **Search** button to search the thesis
5. The record will be displayed under the search result.
6. To print the detail, click **Print Listing** button to proceed.

7.7 Generate File

Figure 62: List of Disapproved Thesis PDF

Steps:-

1. To print, click the print logo button to print.

2. To save file (PDF) click the download logo button

8   Message

8.1   Inbox
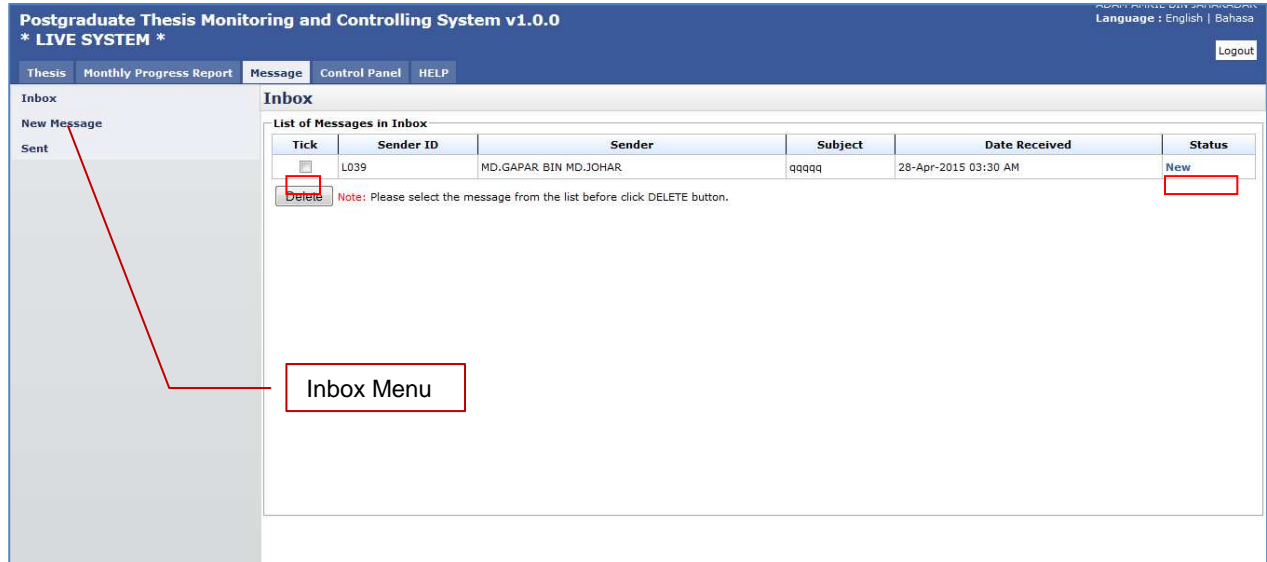
Figure 63: Message

Steps:-

1. Click on the **Message** tab on the **Top** panel
2. Click on the **Inbox** menu on the **Left** panel
3. System will display the list of message that has been received by the user.
4. On the far right side, it will display the status of the message whether is **New** or **Read**
5. To read the message, click on the link on the right side which is in **Status** column. (Refer 12.1.1: View Message)
6. To delete message, tick on the checkbox in **Tick** column, and click **Delete** button

8.1.1 View Message
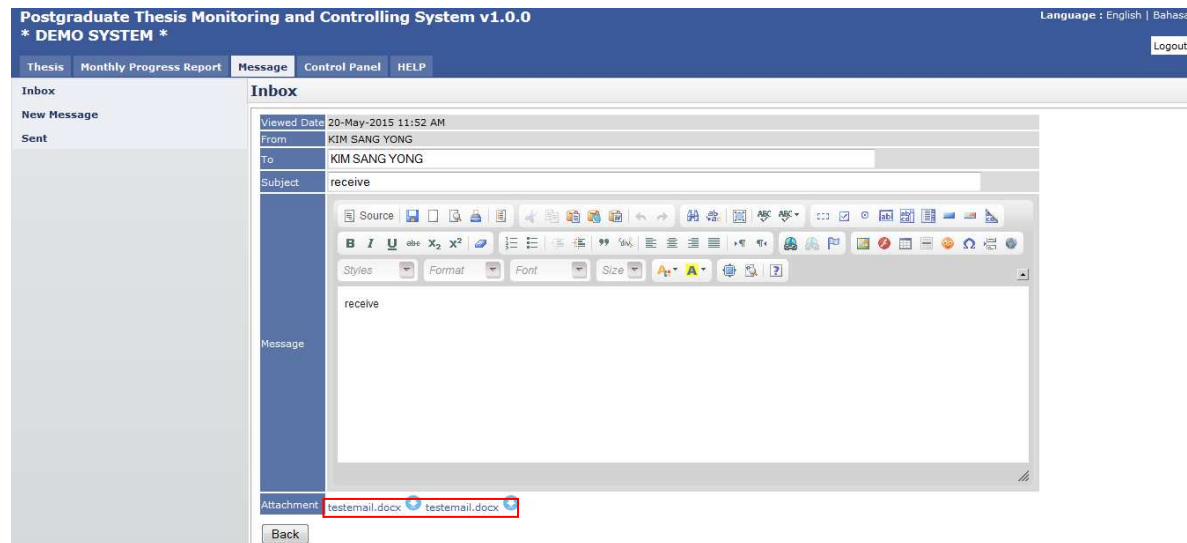
Figure 64: Read Message

Steps:-

1. This page only displays the message that has been opened by the user.

2. To view or download the attachment, click   or link shown on figure 32.
3. To go back to the previous page, click **Back** button.

8.2   New Message

Figure 65: New Message

Steps:-

1. Click on the **Message** tab on the **Top** panel
2. Click on the **New Message** menu on the **Left** panel
3. To select recipient, click [Select Recipient]. Next step refer 12.2.1 : Select Recipient
4. Insert or enter necessary detail in **Subject** and **Message**.
5. To upload or include attachment for message, click **Attachment** button. Next step refer 12.2.2: Upload Attachment.
6. To erase or clear the entire entries, click **Clear** button.
7. To send the message, click **Send** button.

8.2.1 Select Recipient
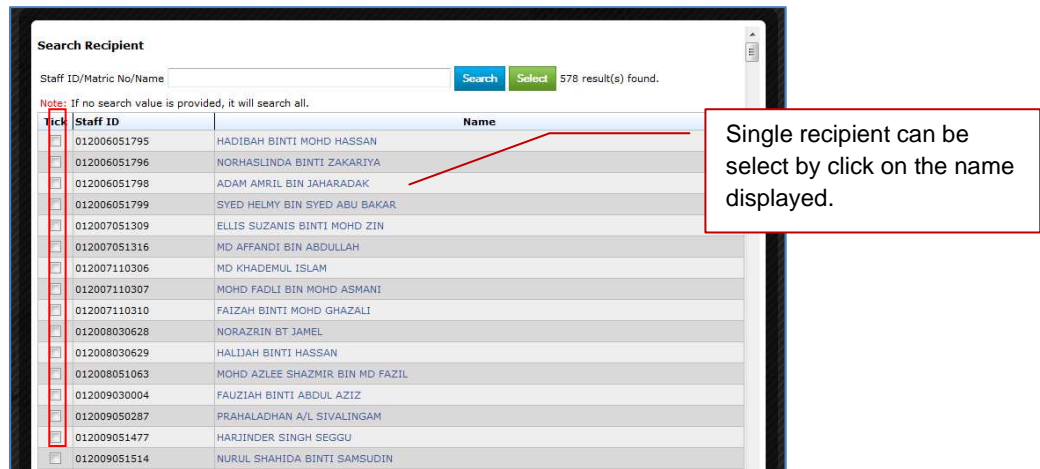
Figure 66: Select Recipient

Steps:-

1. Enter or insert **Name** or **Staff ID** or **Matric No** and click **Search** button.
2. The system will display the result based on searching criteria.
3. To select one recipient only, click on the **Name** displayed.
4. To select multiple or single recipient, tick on the checkbox on the left.
5. Then click **Select** button to proceed.
6. To go back to the previous page, click on the **Black** field surrounding the page. Refer Figure 35
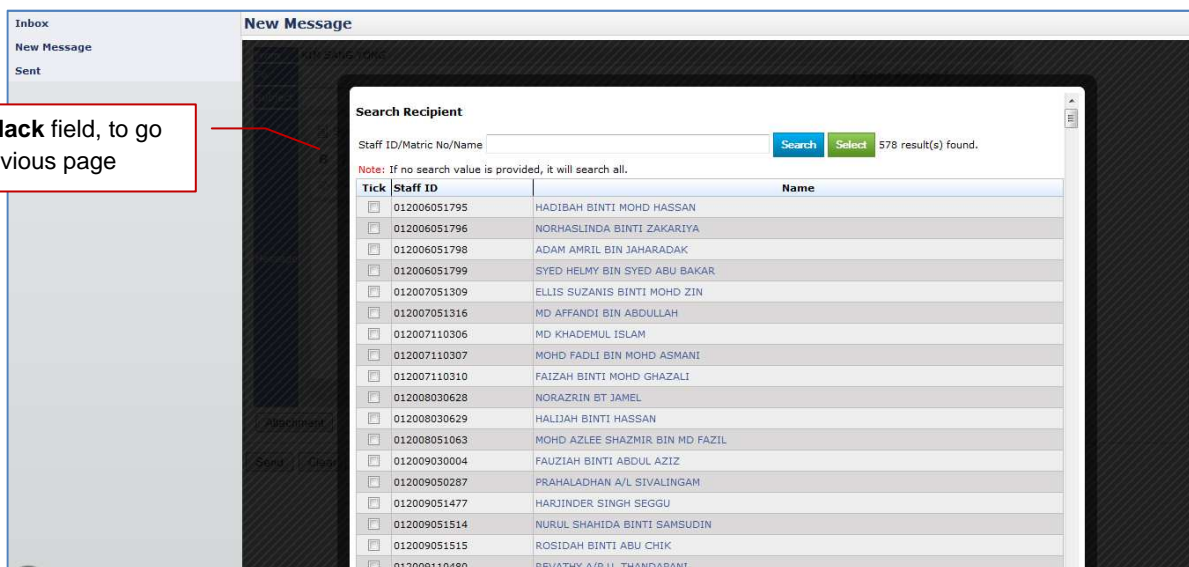
Figure 67: Select Recipient- Next Section

8.2.2 Upload Attachment
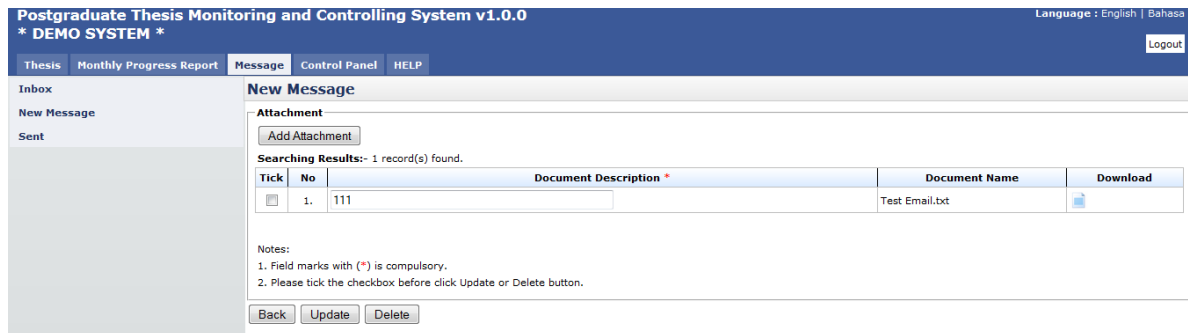
Figure 68: Upload Attachment

Steps:-

1. To add attachment, click **Add Attachment** button. (Refer Figure 37)
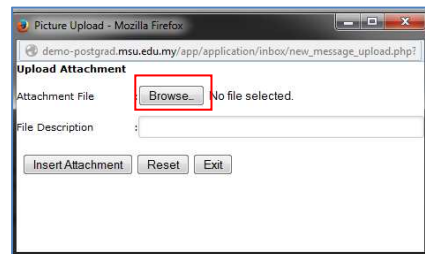
Figure 69: Upload Attachment- Next Section

2. To choose attachment, click **Browse..** button and choose the file to upload.
3. To file description can be insert in the field provided.
4. Click **Insert Attachment** button to proceed.
5. To clear all the entries, click **Reset** button.
6. To exit or close the popup, click **Exit** button.
7. To upload more file, repeat step 1 until step 4.
8. To edit file description, change necessary detail, then tick the checkbox and click **Update** button to proceed.
9. To delete file, tick the checkbox and click **Delete** button.
10. To download or open the file that has been uploaded, click [icon] on the **Download** column.
11. To go back to previous page, click **Back** button

8.3 Sent
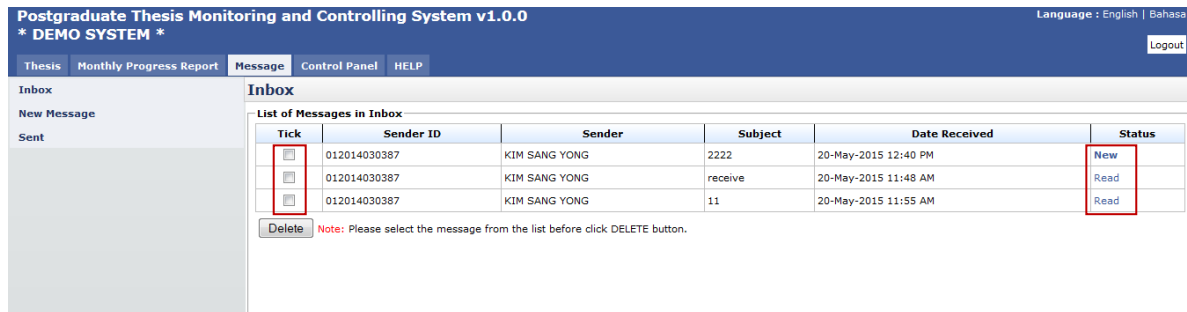
Figure 70: Sent

Steps:-

1. After message has been sent, it will be displayed in **Sent** page.
2. Click **Message** tab on **Top** panel
3. Click on the **Sent** on the **Left** panel
4. The system will show the list of message that has been sent by the user.
5. The status of the message also had been show on the far right side which is in **Status** column. If the message has been read by recipient, it will display **Read.** If not, it will display **New.**
6. Click the link on the **Status** column to read the message. (Refer 12.3.1 Read Message)
7. To delete message, tick the checkbox and click **Delete** button.

8.3.1 Read Message
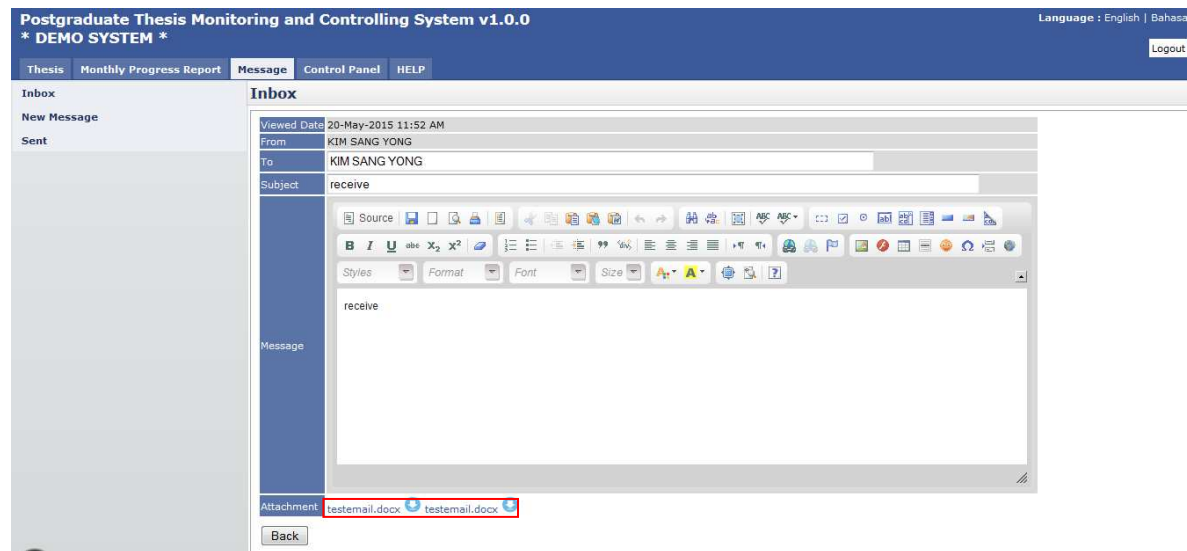
Figure 71: Read Message

Steps:-

1. This page only displays the message that has been opened by the user.

2. To view or download the attachment, click 🔽 or link shown on figure 32.
3. To go back to the previous page, click **Back** button.

9   Help

9.1   Online help - Student

Figure 72: Online Help

Steps:-

1. Click on the **Help** tab on the **Top** panel
2. Click on the **Online Help - Student** menu on the **Left** panel
3. System will display an online help which is functioning as guided.

9.2   User Manual

Figure 73: User Manual

Steps:-

1.   Click on the **Help** tab on the **Top** panel
2.   Click on the **User Manual** menu on the **Left** panel
3.   System will display the links to download the available user manuals.

9.3 FAQ

Figure 74: FAQ

Steps:-

1. Click on the **Help** tab on the **Top** panel
2. Click on the **FAQ** menu on the **Left** panel
3. System will display a list of frequently asked question as shown above.

APPENDIX

Email Template - Faculty to Student

Thesis Proposal - Request Change
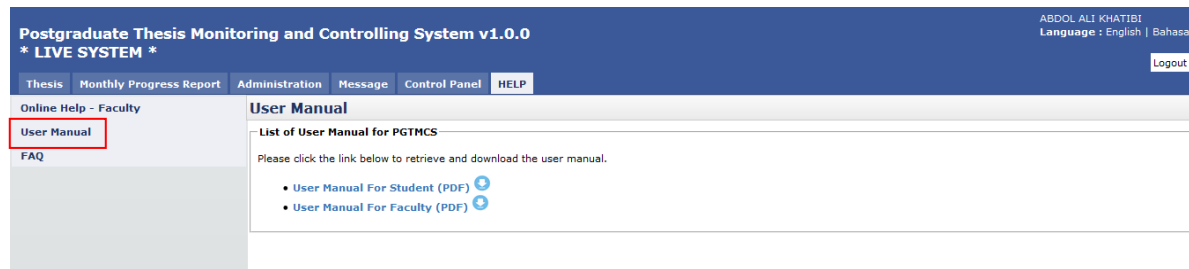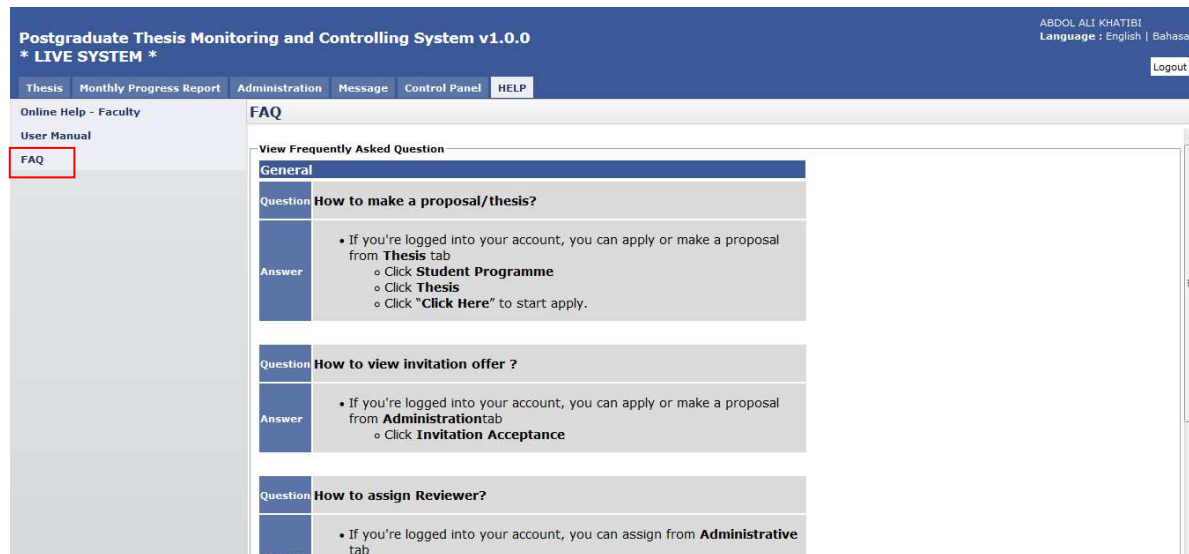
To: mdgapar@msu.edu.my <mdgapar@msu.edu.my>
From: kimsangyong@msu.edu.my <kimsangyong@msu.edu.my>
Cc: kimsangyong@msu.edu.my <kimsangyong@msu.edu.my>
Subject: Thesis Proposal by KIM SANG YONG – Submitted

Dear NURUL AIN BINTI MOHD SAID,

Please be informed, your thesis proposal status has been responded by the Faculty with the following status.

Student Name	NURUL AIN BINTI MOHD SAID
Matric No	012012051680
Thesis ID	T20150513003
Submit Date	13-May-2015
Thesis/Project Title	33333333- edit_proposal.php
Proposal Type	Research
Faculty Proposal Status	Request Changes

Thank you,

Best Regards,

Management & Science University

Management & Science University.
University Drive, Off Persiaran Olahraga,
Section 14, 40100 Shah Alam,
Selangor Darul Ehsan.

Thesis Proposal - Disapproved

To: mdgapar@msu.edu.my <mdgapar@msu.edu.my>
From: kimsangyong@msu.edu.my <kimsangyong@msu.edu.my>
Cc: kimsangyong@msu.edu.my <kimsangyong@msu.edu.my>
Subject: Thesis Proposal by KIM SANG YONG – Submitted

msu management & science university   The Global University of Choice

Dear NURUL AIN BINTI MOHD SAID,

Please be informed, your thesis proposal status has been responded by the Faculty with the following status.

Student Name	NURUL AIN BINTI MOHD SAID
Matric No	012012051680
Thesis ID	T20150513003
Submit Date	13-May-2015
Thesis/Project Title	33333333- edit_proposal.php
Proposal Type	Research
Faculty Proposal Status	Disapproved

Thank you,

Best Regards,

Management & Science University

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Section 14, 40100 Shah Alam,
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