

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

الجامعة الإسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
يُونِيسْكَوِي اِيْسْلَامِي اِنْتَرَا اِيْشْيَا مَلِيسِيَا

*In the name and authority of the Senate
it is hereby certified that*

Aminah Binti Abd Razak

*having fulfilled all the requirements and
having passed all the prescribed examinations
has been conferred the degree of*

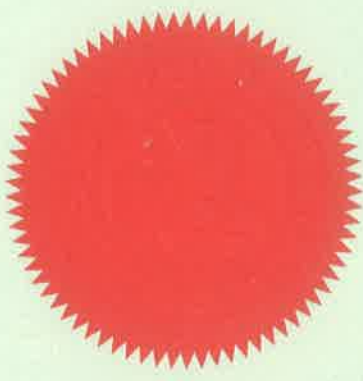
Master of Management



وَاللّٰهُ تَعَالٰى شَآءَ اَنْ يَّهْدِيَنَا جَمِيعًا سَوَاءَ السَّبِيلِ

Rector

Dean



12th August 2011 A.H. / 1st Muharram 1432 C.E.



ACADEMIC TRANSCRIPT

NAME : AMINAH BINTI ABD RAZAK
DEGREE AWARDED : MASTER OF MANAGEMENT
SEM. GRADUATED : 8
FINAL CGPA : 3.57
KULLIYAH : GRADUATE SCHOOL OF MANAGEMENT
LEVEL : GRADUATED

MATRIC NO : G0811478
IC/PASSPORT NO : 830110-12-5406
SEX : FEMALE
DATE OF BIRTH : 10-JAN-83
CITIZENSHIP : MALAYSIA
INTAKE SEM. : 2008 Intake 1

Code	Course Title	Chr	Grade
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Session: 2008/2009 Semester: 1 (1)

MGT 6600	MANAGEMENT POLICIES	3	A
TGP:12.00	TCH:3 GPA:4.000 CGP:12.00 CCH:3	CGPA:4.000	

Session: 2008/2009 Semester: 2 (2)

MGT 6610	ORG BEHAVIOUR AND THEORY	3	A-
MGT 6650	TOTAL QUALITY MGT	3	A-
TGP:22.02	TCH:6 GPA:3.670 CGP:34.02 CCH:9	CGPA:3.780	

Session: 2008/2009 Semester: 3 (3)

MGT 6640	ORG POLICY AND STRATEGIES	3	A
TGP:12.00	TCH:3 GPA:4.000 CGP:46.02 CCH:12	CGPA:3.835	

Session: 2009/2010 Semester: 1 (4)

INFO 6600	INFORMATION SYSTEMS FOR MANAGERS	3	B+
MGT 6660	KNOWLEDGE MANAGEMENT	3	A-
TGP:21.00	TCH:6 GPA:3.500 CGP:67.02 CCH:18	CGPA:3.723	

Session: 2009/2010 Semester: 2 (5)

ECON 6640	ECONOMICS FOR MANAGERS	3	B
MKTG 6600	MARKETING POLICIES	3	A-
TGP:20.01	TCH:6 GPA:3.335 CGP:87.03 CCH:24	CGPA:3.626	

Session: 2009/2010 Semester: 3 (6)

ACC 6610	ACCOUNTING AND FINANCE FOR MANAGERS	3	B
MGT 6620	MANAGEMENT OF HUMAN RESOURCES	3	A-
MGT 6630	ETHICS AND VALUES IN MANAGEMENT	3	B+
TGP:30.00	TCH:9 GPA:3.333 CGP:117.03 CCH:33	CGPA:3.546	

Session: 2010/2011 Semester: 2 (7)

MGT 6700	PROJECT PAPER	6	IP
TGP:.00	TCH:0 GPA:.000 CGP:117.03 CCH:33	CGPA:3.546	

Session: 2010/2011 Semester: 3 (8)

MGT 6700	PROJECT PAPER	6	A-
TGP:22.02	TCH:6 GPA:3.670 CGP:139.05 CCH:39	CGPA:3.565	

===== End of Transcript =====

This is to certify that the above student has completed the program of study and has satisfied the examiners in all the requirements for the award of Master of Management .

Signature, Dean for Centre for Postgraduate Studies

PARTIAL TRANSCRIPT

NAME : AMINAH ABD RAZAK MATRIC NO. : CGS01410933
 I/C NO. : 830110125406 INTAKE : MAY 2016
 CITIZENSHIP : MALAYSIAN MAJORING : Unavailable
 PROGRAMME : MASTER OF QUALITY MANAGEMENT

COURSE CODE	COURSE DESCRIPTION	CREDIT HOUR	GRADE	GRADE POINT	TOTAL GRADE POINT	GRADE POINT AVERAGE
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SEMESTER MAY 2016

SMQS5103	QUALITY STANDARD AND SYSTEMS	3	A	4.00	12.00	
TOTAL		3			12.00	4.00
CUMULATIVE CREDIT COUNTED		3	CUMULATIVE GRADE POINT:		12.00	
CUMULATIVE CREDIT EARNED		3	CGPA			4.00

SEMESTER SEPTEMBER 2016

SMQM5203	CUSTOMER SERVICE MANAGEMENT	3	A	4.00	12.00	
SMQT5103	QUALITY IMPROVEMENT TOOLS AND METHODS	3	A-	3.67	11.01	
TOTAL		6			23.01	3.84
CUMULATIVE CREDIT COUNTED		9	CUMULATIVE GRADE POINT:		35.01	
CUMULATIVE CREDIT EARNED		9	CGPA			3.89

SEMESTER JANUARY 2017

SMQC5103	STATISTICAL QUALITY CONTROL	3	B+	3.33	9.99	
TOTAL		3			9.99	3.33
CUMULATIVE CREDIT COUNTED		12	CUMULATIVE GRADE POINT:		45.00	
CUMULATIVE CREDIT EARNED		12	CGPA			3.75

SEMESTER MAY 2017

BMPM5103	PERFORMANCE MANAGEMENT	3	A	4.00	12.00	
SMQR5103	ENTERPRISE RISK MANAGEMENT	3	A	4.00	12.00	
TOTAL		6			24.00	4.00
CUMULATIVE CREDIT COUNTED		18	CUMULATIVE GRADE POINT:		69.00	
CUMULATIVE CREDIT EARNED		18	CGPA			3.83

SEMESTER SEPTEMBER 2017

SMQL5204	LEAN MANAGEMENT	4	B+	3.33	13.32	
SMRM5203	SCIENCE AND TECHNICAL RESEARCH METHODOLOGY	3	A-	3.67	11.01	
TOTAL		7			24.33	3.48
CUMULATIVE CREDIT COUNTED		25	CUMULATIVE GRADE POINT:		93.33	
CUMULATIVE CREDIT EARNED		25	CGPA			3.73

PARTIAL TRANSCRIPT

NAME	:	AMINAH ABD RAZAK	MATRIC NO.	:	CGS01410933
I/C NO.	:	830110125406	INTAKE	:	MAY 2016
CITIZENSHIP	:	MALAYSIAN	MAJORING	:	Unavailable
PROGRAMME	:	MASTER OF QUALITY MANAGEMENT			

COURSE CODE	COURSE DESCRIPTION	CREDIT HOUR	GRADE	GRADE POINT	TOTAL GRADE POINT	GRADE POINT AVERAGE
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SEMESTER MAY 2016

SMQS5103	QUALITY STANDARD AND SYSTEMS	3	A	4.00	12.00	
TOTAL		3			12.00	4.00
CUMULATIVE CREDIT COUNTED		3	CUMULATIVE GRADE POINT:		12.00	
CUMULATIVE CREDIT EARNED		3	CGPA			4.00

SEMESTER SEPTEMBER 2016

SMQM5203	CUSTOMER SERVICE MANAGEMENT	3	A	4.00	12.00	
SMQT5103	QUALITY IMPROVEMENT TOOLS AND METHODS	3	A-	3.67	11.01	
TOTAL		6			23.01	3.84
CUMULATIVE CREDIT COUNTED		9	CUMULATIVE GRADE POINT:		35.01	
CUMULATIVE CREDIT EARNED		9	CGPA			3.89

SEMESTER JANUARY 2017

SMQC5103	STATISTICAL QUALITY CONTROL	3	B+	3.33	9.99	
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CUMULATIVE CREDIT COUNTED		12	CUMULATIVE GRADE POINT:		45.00	
CUMULATIVE CREDIT EARNED		12	CGPA			3.75

SEMESTER MAY 2017

BMPM5103	PERFORMANCE MANAGEMENT	3	A	4.00	12.00	
SMQR5103	ENTERPRISE RISK MANAGEMENT	3	A	4.00	12.00	
TOTAL		6			24.00	4.00
CUMULATIVE CREDIT COUNTED		18	CUMULATIVE GRADE POINT:		69.00	
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SMQL5204	LEAN MANAGEMENT	4	B+	3.33	13.32	
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TOTAL		7			24.33	3.48
CUMULATIVE CREDIT COUNTED		25	CUMULATIVE GRADE POINT:		93.33	
CUMULATIVE CREDIT EARNED		25	CGPA			3.73

UNIVERSITI TUN ABDUL RAZAK

*on the recommendation of Senate
has conferred upon*

AMINAH BT ABD RAZAK

*the degree of
Bachelor of Management (Hons)
First Class*

*with all the honours, rights and
privileges belonging thereto.*

**Conferred on the Twenty Fourth Day of September,
Two Thousand Five**


President


Dean



ACADEMIC TRANSCRIPT

Name : AMINAH BINTI ABD RAZAK	IC no : 830110125406
Address: LOT 204-207, SECTION 8, JALAN HJ. TAHA, 93400 KUCHING SARAWAK	Matric no : DY2-0107-01507
	Programme : BACHELOR OF MANAGEMENT (HONS)
	Major : KNOWLEDGE MANAGEMENT
	Faculty : HUMANITIES AND SOCIAL SCIENCES
	Date of Admission: JULY 2001

Course Code	Course Title	Credit Hours	Grade
Semester 1 Session: Jul-2001			
BEB0014	Economics and Society	4	A- Merit
LAN0043	Pengajian Malaysia	3	B+ Above Average
SPB0014	Understanding the Brain and Human Intelligence	4	B Good
SPB0024	Introduction To Human Development	4	A Distinction
SSB0004	Law and Society	4	B+ Above Average
Total credit hours: 19		GPA:	3.47
Cumulative credit hours: 19		CGPA:	3.47
Total points: 65.99		RESULT:	PASS
Cumulative points: 65.99			
Semester 2 Session: Jan-2002			
LAN0023	Pengajian Islam	3	A Distinction
SHB0044	History of Human Civilization	4	B Merit
UGB0014	Basic Skills for Knowledge Workers	4	A+ Distinction
ULB1143	Business Communication 1	3	A Distinction
Total credit hours: 14		GPA:	3.71
Cumulative credit hours: 33		CGPA:	3.58
Total points: 52.00		RESULT:	PASS
Cumulative points: 117.99		Remarks:	Dean's List
Semester 3 Session: May-2002			
SKB0004	Fundamentals of Lifelong Personal Development	4	A Distinction
ULB1153	Business Communication 2	3	B+ Merit
Total credit hours: 7		GPA:	3.72
		Remarks:	Dean's List
Semester 4 Session: Jul-2002			
SFB2004	Religion in Human Society	4	A- Distinction
SLB0054	Great Books of The World	4	A- Distinction
UGB2013	Critical Thinking	3	A Distinction
UGB2023	Business Ethics and Values	3	A Distinction

Total credit hours:	14	GPA:	3.83
Cumulative credit hours:	54	CGPA:	3.66
Total points:	53.60	RESULT:	PASS
Cumulative points:	197.64	Remarks:	Dean's List

Semester 5	Session: Jan-2003		
BMB1013	Principles of Management	3	A- Distinction
CSB0014	Fundamentals of Information Technology	4	A- Distinction
SSB1004	Introduction to Social Science	4	A Distinction
UGB1013	Interpersonal and Communication Skills	3	A Distinction
Total credit hours:	14	GPA:	3.85
Cumulative credit hours:	68	CGPA:	3.70
Total points:	53.90	RESULT:	PASS
Cumulative points:	251.54	Remarks:	Dean's List

Semester 6	Session: Jun-2003		
BMB1123	Organizational Behaviour	3	B Merit
SHB2034	Management Guru & Quality	4	A+ Distinction
SMB3004	Learning Organisations	4	A Distinction
Total credit hours:	11	GPA:	3.73
		Remarks:	Dean's List

Semester 7	Session: Aug-2003		
BKB0014	Fundamentals of Marketing	4	A Distinction
KLB1041	Public Speaking 1	1	B+ Merit
SIB2054	Introduction to Knowledge Management	4	A Distinction
SMB3024	Fundamentals of Strategic Management	4	A Distinction
SSB2004	Introduction to Futures Studies	4	A Distinction
Total credit hours:	17	GPA:	3.96
Cumulative credit hours:	96	CGPA:	3.75
Total points:	67.35	RESULT:	PASS
Cumulative points:	359.89	Remarks:	Dean's List

Semester 8	Session: Jan-2004		
CSB2024	Information Systems and Practices	4	B+ Merit
SIB4004	Theory of Knowledge	4	A Distinction
SKB3054	Thought and Knowledge Leadership	4	A Distinction
SMB3014	Fundamentals of Public Service & NGO Management	4	A- Distinction
Total credit hours:	16	GPA:	3.76
Cumulative credit hours:	112	CGPA:	3.75
Total points:	60.20	RESULT:	PASS
Cumulative points:	420.09	Remarks:	Dean's List

Semester 9	Session: Jun-2004		
SIB4054	Knowledge Management Practices	4	A+ Distinction
SMB2113	Human Resource Management	3	A Distinction

Total credit hours: 7

GPA: 4.00

Remarks: Dean's List

Semester 10	Session: Aug-2004			
KCB1011	Khidmat Masyarakat 1	1	A+	Distinction
SIB2113	Management Information System	3	B	Merit
SNB2004	Statistical Technique for Decision Making	4	A-	Distinction
SQB4054	Quality Movements in Education	4	B+	Merit
Total credit hours:	12	GPA:	3.43	
Cumulative credit hours:	131	CGPA:	3.74	
Total points:	41.20	RESULT:	PASS	
Cumulative points:	489.29			

Semester 11	Session: Jan-2005			
SIB4014	The Evolution of Knowledge	4	A	Distinction
SIB4044	The Knowledge Workers	4	A	Distinction
SKB4024	Leaderships and Teams	4	A	Distinction
SQB4004	Introduction to Quality Management	4	A	Distinction
SSB3014	Research Methods in Social Sciences	4	A-	Distinction
Total credit hours:	20	GPA:	3.94	
Cumulative credit hours:	151	CGPA:	3.76	
Total points:	78.80	RESULT:	PASS	
Cumulative points:	568.09	Remarks:	Dean's List	

Exempted:

ULC0013	English 1
ULC0123	English 2
ULD1133	English 3

Credit Transfer:

LAN0013	Bahasa Kebangsaan A
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**DEGREE AWARDED :
BACHELOR OF MANAGEMENT (HONS)
FIRST CLASS**

Grading Scheme Semester July 2002 Onwards					
A+ : 4	A : 4	A- : 3.7			
B+ : 3.35	B : 3	B- : 2.7			
C+ : 2.35	C : 2	C- : 1.7			
D : 1.35	E : 1	F : 0			



Head
Academic Administration Department

SHUKRI MOHAMAD
Head

Academic Administration Department
Centre for Student Services
Universiti Tun Abdul Razak

Bachelor of Management (Hons)

Book Prize

presented to

Aminah binti Abd Razak

in recognition of academic achievement in the major area of

Knowledge Management



[Signature]

President

[Signature]

Dean

24th September 2005



**LEMBAGA PEPERIKSAAN
EXAMINATIONS SYNDICATE**

SIJIL PELAJARAN MALAYSIA

HA007A151

Peringkat
[Grade] [GCE STANDARD]

1A (BIASA)
3B (BIASA)
1A (BIASA)
1A (BIASA)
7D
1A (BIASA)
1A (BIASA)
1A (BIASA)
1A (BIASA)
4B (BIASA)

Pengarah Peperiksaan
[Director of Examinations]
Kementerian Pendidikan Malaysia
[Ministry of Education Malaysia]

[Sila lihat sebelah]

The examination for the Sijil Pelajaran Malaysia which was formerly conducted by the University of Cambridge Local Examinations Syndicate in collaboration with the Ministry of Education Malaysia is being conducted as from 1978 by the Examinations Syndicate, Malaysia. The Cambridge Local Examinations Syndicate, whilst ceasing to be responsible for the examination in and after 1978, will continue to advise the Examinations Syndicate, Malaysia on standards. The minimum standard for a pass-with-credit in a subject of the examination for the SPM continues to be similar to the standards of Credit Grade in the corresponding subject in the former GCE at Ordinary Level, and at Grade C of the present GCSE in the United Kingdom.

Pencapaian dalam sesuatu mata pelajaran adalah ditandakan dengan suatu peringkat iaitu Peringkat 1A yang tertinggi dan Peringkat 9G yang terendah; hanya Peringkat 1A hingga 8E sahaja yang dicatatkan pada sijil. Tafsiran peringkat-peringkat itu adalah seperti berikut:

[Attainment on any one subject is marked with a grade, that is, Grade 1A being the highest and Grade 9G being the lowest; only Grade 1A to 8E will be recorded on the certificate. The interpretation of the grades is as follows:]

Peringkat [Grade]	Takrif [Interpretation]
1A 2A	CEMERLANG [Very Good]
3B 4B 5C 6C	KEPUJIAN [Pass-with-Credit]
7D 8E	LULUS [Pass]
9G	GAGAL [Fail]