



# STUDENT HANDBOOK



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## **1.0 INTRODUCTION**

Politeknik Tuanku Syed Sirajuddin is a comprehensive, learner centered higher education institution that serves its local and regional learners and their communities through high-quality and flexible education and training. It is aimed to develop student's employability skills to meet the needs of a more dynamic economy, which values innovation and productivity. Programs include a global perspective that will enable graduates to make a valuable contribution to the wider society as it changes in response to regional and international competition and demand.

PTSS programs include a variety of Outcome-Based Education teaching approaches, adding value to PTSS teaching and learning which cater to students seeking a quality polytechnic education and training.

The PTSS Student Handbook provides students with information on many facets of college life such as policies, procedures, and services. It is written for every student enrolled in one or more courses at PTSS.

This Handbook is aimed to guide students through the various procedural steps that lead to a Diploma study. It also provides graduate program descriptions, the requirements needed to obtain a graduate Diploma, and a clear outline of the procedural steps that students need to follow. Students are also provided with information on matters related to general administration such as student services and facilities, campus disciplinary measures, student organizations and other relevant matters.

This book serves as a preliminary guide and does not purport to completely address every policy, procedure and regulation. In addition, no claim is made that this document covers all the rules and regulations in effect now at PTSS. Students must refer to the relevant PTSS Department programs and services publications and other Departments and Units Policies for further information.

## 2.0 VISION & MISSION POLYTECHNIC



### **VISI**

MENJADI PENERAJU INSTITUSI TVET YANG UNGGUL

### **MISI**

MENYEDIAKAN AKSES YANG MELUAS KEPADA PROGRAM  
TVET BERKUALITI DAN DIKTIRAF

MEMPERKASA KOMUNITI MELALUI PEMBELAJARAN SEPANJANG HAYAT

MELAHIRKAN GRADUAN HOLISTIK, BERCIRI KEUSAHAWANAN DAN SEIMBANG

MEMANFAATKAN SEPENUHNYA PERKONGSIAN PINTAR  
DENGAN PIHAK BERKEPENTINGAN

### 3.0 INFORMATION TECHNOLOGY AND COMMUNICATION DEPARTMENT

#### 3.1 DEPARTMENT ORGANISATION CHART



### 3.2 INFORMATION TECHNOLOGY AND COMMUNICATION DEPARTMENT

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### **3.3 DIPLOMA IN INFORMATION TECHNOLOGY (DIGITAL TECHNOLOGY)**

#### **3.3.1 PROGRAM INFORMATION**

##### **INTRODUCTION**

In order to keep abreast with rapid technological advancements and evolving requirements in industries today, Department of Polytechnic & College Community Education (DPCCE) has worked collaboratively with the nation's key industry players in developing and reviewing the curriculum of Information and Communication Technology (ICT) programme. This collaboration aims to equip students with timely knowledge and relevant skills to meet the global challenges and the requirements of the ICT industries. In achieving blended learning, this aim pedagogy that blends classroom instructions with structured simulated real-life working experience is fully utilised to prepare students for the competitive edge in today's workplace.

The growly demand for highly skilled and technically savvy workplace drives the need to produce area for qualified men power in this industry to remain competitive in the world market. To address these issues the Curriculum Division (CD), DPCCE cooperates with the industries, Private Higher Learning Institutions and Public Higher Learning Institutions to develop and review the curriculum of the ICT programme. This curriculum integrates with the curriculum of professional certification and industry-led curriculum such as Computer Technology Industry Association (CompTIA A+), Oracle Java Certification, Microsoft Computer System Administrator (MCSA) and Microsoft Certified Desktop Service Technician (MCDST), Cisco Certified Network Associates (CCNA), EC-Council Network Security (ENSA), Certified Ethical Hacker (CEH) and Infosys Campus.

Connect programme, so as to give the opportunities for the students to sit for professional certificate examinations by the end of the final semester. This will give the students an added value and ensure that the knowledge and skills acquired through this programme are relevant with the needs of the ICT industries specifically.

### **3.3.2 SYPNOSIS**

This programme provides education and training in Computing field with a specific emphasis on Information Technology area. The courses provide opportunities for students to get into a broad range of careers in a variety of ICT sectors. This programme also provides the students with transferable skills and multiskilling which enable them to adapt to new technologies. In addition to the technical courses, students are also taught English for Digital Technology, Penghayatan Etika dan Peradaban, Pengajian Islam or Pendidikan Moral and Co-Curriculum, to enhance their competencies in soft skills. As the programme emphasizes self-initiated learning and hands-on competencies, graduates of this programme should be ready to take the challenges in the world of computing technologies.

### **3.3.3 JOB PROSPECT**

Research by Malaysian Digital Economy Corporation (MDEC) shows a globally. Thus, graduates from this programme are equipped with the knowledge, skills, attitude and abilities that can be applied to a broad range of careers in the ICT industrial worlds and businesses. The knowledge and skills that the students acquire from the programme will enable them to participate in the job market such as:

- a. Computer Application Programmer
- b. Internet Programmer
- c. Web Programmer
- d. Database Programmer
- e. System Analysts Assistantd.
- f. Software Developer
- g. Database Administrator
- h. Software Tester
- i. System Support Personnel

- j. System Programmer
- k. Network Support Personnel
- l. Network Administrator
- m. IT Supporting Engineer
- n. Assistant Network Engineer
- o. Technical Helpdesk / Support
- p. Assistant Game Programmer
- q. Game Designer
- r. 3D Animator
- s. Storyboard Artist
- t. 2D Concept Artist
- u. 3D Artist
- v. Assistant Security Analysis
- w. Assistant Information Security Engineer
- x. Assistant Game Developer
- y. Computer Hardware Technician
- z. Assistant Penetration Tester

#### **3.3.4 PROGRAMME AIM**

The programme believes that every individual has potential to foster adaptable and responsible Information and Communication Technology (ICT) Assistant with new technological advancement in supporting the national digital initiative transformation agenda.

### **3.3.5 PROGRAMME EDUCATIONAL OBJECTIVES (PEO)**

The Diploma In Information Technology (Digital Technology) programme shall produce semi-professionals ICT practitioners who are capable to:

- PEO1: apply basic knowledge, understanding and operational principles of Information and Communication Technology (ICT) in assisting to provide solution in adapting to new technological advancement
- PEO2: apply a specific level of practical skills, essential tools, methods and procedures to perform required routine or non-routine tasks
- PEO3: alternately adopt the roles of a leader and a team member, and communicate effectively in assisting and providing solution for Information and Communication Technology (ICT)
- PEO4: use variety of digital applications to seek, process and interpret routine and complex data
- PEO5: enterprisingly acquire new knowledge and skills for career advancement and assist to manage resources and information ethically

### **3.3.6 PROGRAMME LEARNING OUTCOMES (PLO)**

Upon completion of the programme, students should be able to:

- PLO1: practice Information and Communication Technology (ICT) skill in performing diagnostic and documenting processes in ICT related fields
- PLO2: analyse issues and provide solutions in Information and Communication Technology (ICT) by implementing appropriate scientific approaches and reasoning
- PLO3: display Information and Communication Technology (ICT) skill in performing diagnostic and documenting processes in ICT related fields
- PLO4: demonstrate effective communication both orally and in writing to others including peers, experts and non-experts

- PL05: demonstrate social skills and responsibilities by taking alternate role as a leader or member of a diverse team
- PL06: demonstrate ability to use Information and Communication Technology (ICT) in quantitative skills to support work and studies
- PL07: demonstrate entrepreneurial and good managerial skills in working environment
- PL08: demonstrate positive values, ethics and accountability in engaging with society

### 3.3.7 SYNOPSIS AND COURSE LEARNING OUTCOME (TRACK SOFTWARE AND APPLICATION DEVELOPMENT)

SEMESTER	COURSE	SYNOPSIS	COURSE LEARNING OUTCOME (CLO)
1	DFC10033 INTRODUCTION TO COMPUTER SYSTEM	<p><b>INTRODUCTION TO COMPUTER SYSTEM</b> introduces students to the hardware, software and foundation of the basic Information Technology (IT) knowledge and skills necessary for ICT professionals. This course covers the study of personal computer (PC) hardware including PC assembly, installing and connecting peripherals. Student will learn hardware troubleshooting techniques used to identify and rectify computer faults. Student are exposed to the principles and good practices in environmentally sustainable computing and the use of appropriate technologies, methodologies in managing IT environment.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Classify the hardware devices on personal computer and mobile devices related to current information technologies. (C2 , PL01)</p> <p>CLO2 : Demonstrate process of personal computer assembly and the computer maintenance and troubleshooting that comply with computing standard. (P3 , PL03)</p>
2	DFC10042 PROBLEM SOLVING AND PROGRAM DESIGN	<p><b>PROBLEM SOLVING AND PROGRAM DESIGN</b> introduces the techniques in problem solving and program design. The concepts learned in this course can be applied to many of the real life problems which can be solved by writing computer programs. A multiphase program development life cycle and two basic phases of problem solving and program design are emphasized. Problem analysis and the stepwise specification of the algorithms, pseudo code and flow chart are also defined.</p> <p><b>Credit Value : 2</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Explain the basic computer and fundamentals of programming languages in a given scenario. (C2, PL01)</p> <p>CLO2 : Demonstrate effective communication both on orally or in writing about problem solving skills by using different types of programming tools to solve a given problem. (A3, PL04)</p>

3	<b>DFC10093 COMPUTER SYSTEM ARCHITECTURE</b>	<p>This course is a continuation of foundational knowledge in computer system and technology which is a part of the requirement in the body of knowledge in Information Technology field. It is the basic computer machinery skills needed to progress to the next level.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Explain computer function in central processing unit, arithmetic, logic and assembly language in computer system. (C2, PLO1)</p> <p>CLO2 : Discuss among group members in explaining the assembly language solutions. (A2, PLO4)</p>
4	<b>DFC10103 OPERATING SYSTEM</b>	<p><b>OPERATING SYSTEM</b> introduces the design and implementation of operating systems. This course will cover briefly the evolution and major components of operating system. Particular emphasis will be given to three major OS subsystems; memory management, processes management, file systems and operating systems in mobile devices today that supporting distributed systems.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Explain the operating system environment, the concept of memory, process and file management in operating systems. (C2, PLO1)</p> <p>CLO2 : Practice effective interactions with peers in managing setting of computer and mobile operating system. (A2, PLO4)</p>
5	<b>DFC20123 DATABASE DESIGN</b>	<p><b>DATABASE DESIGN</b> course engages students to analyze business scenarios and create a data model - a conceptual representation of an organization's information. Students implement their database design by creating a physical database using SQL (Structured Query Language). Basic SQL syntax and the rules for constructing valid SQL statements are reviewed. This course culminates with a case study that challenges students to design, implement, and demonstrate a database solution for a business or organization.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Apply fundamental of DBMS, relational data model and normalization concepts in database development process. (C3, PLO2)</p> <p>CLO2 : Show a well-structured database using the database query to manipulate a database with an appropriate commercial Database Management System (DBMS) in solving an organization's requirements. (P2, PLO3)</p>

6	DFC20143 INTRODUCTION TO NETWORK	<p><b>INTRODUCTION TO NETWORK</b> is an introductory computer networks subject and it aims to provide a wide overview of networking and its technologies such as the seven layers of OSI and TCP/ IP model. This course also provides students with the knowledge in wireless networking device and network troubleshooting. Students will get an experience in troubleshooting and configuration by using networking tools.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Explain the basic communication principles of a computer network. (C2, PLO1)</p> <p>CLO2 : Build a network with appropriate network devices for a given situation successfully. (P3, PLO3)</p> <p>CLO3 : Demonstrate ethical values in applying sustainable practices to implement basic network configuration. (A3, PLO5)</p>
7	DFC20113 PROGRAMMING FUNDAMENTALS	<p><b>PROGRAMMING FUNDAMENTALS</b> course introduces the fundamental concepts of structured programming and provides a comprehensive introduction to programming for Information Technology majors. Topics include data types, control structures, pointer, structure, functions, arrays and the mechanics of running, testing and debugging. Practical lab sessions will help to develop the skills required to identify the best data and program constructs to solve well-defined problems.introductions to computer networks subject and it aims to provide a wide overview of networking and its technologies such as the seven layers of OSI and TCP/ IP model. This course also provides students with the knowledge by using networking tools.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : DFC10042 Problem Solving And Program Design</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Implement programming element and articulate how they are used to achieve a working program. (C3, PLO2)</p> <p>CLO2 : Show simple programs by developing code to solve problems in a computer using C++ programming language. (P2, PLO3)</p>

8	<b>DFT20083 SECURITY BASICS AND IT PROFESSIONAL</b>	<p><b>SECURITY BASICS AND IT PROFESSIONAL</b> course introduces students the common threats and attacks faced today. This course provides student with foundational theory behind information security, the basic principles and techniques when designing a secure system. Students are exposed to the principles and good practices in environmentally sustainable secured computing and the use of appropriate tools and technology in managing information system environment.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Explain common threats and attacks using various tools and techniques for secured environment in organization. (C3, PLO2)</p> <p>CLO2 : Perform personal skills with proposed documentation in troubleshooting and solving on security issues. (A2, PLO7)</p> <p>CLO3 : Practice professional codes of ethics and humanistic values to adapt the real challenges in professional environment. (A2, PLO8)</p>
9	<b>DFC30153 DATA STRUCTURES</b>	<p><b>DATA STRUCTURE</b> course is designed to focus on the basic data structures. Among the specific data structures covered are linked list, stacks, queues, trees, sorting and searching. The emphasis is on choosing appropriate data structures and designing correct and efficient algorithms to operate on these data structures.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : DFC20113</b> <b>Programming Fundamental</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Demonstrate the basic concepts of data structure in a way of collecting and organizing data appropriately. (C3, PLO2)</p> <p>CLO2 : Construct appropriate concepts of data structures and designing efficient algorithms in problem solving. (P3, PLO3)</p> <p>CLO3 : Use different types of data structures in problem solving by conducting a good ethics and professionalism. (A1, PLO8)</p>
10	<b>DFP30033 HUMAN COMPUTER INTERACTION</b>	<p><b>HUMAN COMPUTER INTERACTION</b> course aims to provide students with fundamental knowledge of HCI, including areas such as user and task analysis, human factors, ergonomics, accessibility standards and universal design. The course focuses on awareness in computer technology and how usability plays a major part in achieving effective implementation of designs and interactivity. This provides a new dimension that will enrich the lives of people who are ICT savvy.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Explain the concept of user interface design to elevate technical complexity for usable product that accepted by user. (C3, PLO2)</p> <p>CLO2 : Display responsibilities attitude to perform the suitable evaluation techniques for an interactive system in real life. (A3, PLO5)</p> <p>CLO3 : Demonstrate professional codes of ethics and humanistic values in applying the design rules for interactive system. (A3, PLO8)</p>

11	DFT30103 CYBERPRENEURSHIP	<p><b>CYBERPRENEURSHIP</b> course provides a broad overview of the role of entrepreneurial thinking and innovation in advancing IT-focused businesses. This student will examine how these skills can be leveraged to create new IT-driven businesses as well as to create competitive advantage for existing businesses via new IT products and services. Students will be introduced to concepts, tools, and principles of business management including business strategy, finance, marketing, human resources, and leadership within the context of IT business models.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Discover the basics of cyberpreneurial management, financing and marketing in various social media mix used in order to be a successful cyberpreneur. (C2, PLO1)</p> <p>CLO2 : Practice good leadership and management skills in delivering business plan for future expansion. (A2, PLO5)</p> <p>CLO3 : Demonstrate entrepreneur skills that related to entrepreneurship activities. (A3, PLO7)</p>
12	DFC40163 SYSTEM ANALYSIS AND DESIGN	<p><b>SYSTEM ANALYSIS AND DESIGN</b> course is an introduction to the concept and the development of information system. The course is designed to acquire the knowledge of system development life cycle. It covers all activities in planning, analyzing, designing and developing information systems including techniques used in software maintenance. Systems analysis is the process of turning a set of user requirements into a logical system specification. Systems design takes the logical specification and converts it into a set of designs that can then be implemented to create a working application. It includes expanded coverage of data flow diagrams, data dictionary, and process specifications.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Implement the appropriate model, tools and techniques concept of System Analysis and Design for developing project. (C3, PLO2)</p> <p>CLO2 : Prepare the appropriate key deliverable's of each phase in System Development Life Cycle (SDLC) activities. (P2, PLO3)</p> <p>CLO3 : Perform a good personal skills with peers in proposing a project development. (A2, PLO7)</p>

13	<b>DFT30043 DIGITAL MULTIMEDIA</b>	<p><b>DIGITAL MULTIMEDIA</b> course covers multimedia concepts and applications utilizing text, graphics, animation, sound, video, and various multimedia applications in the design, development, and creation of multimedia presentations and publications within an interactive environment. Students will explore the use of multimedia tools in designing and authoring of interactive digital media.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Follow various aspects of Multimedia Development Model in relation to appropriate and acceptable design techniques used to produce multimedia products. (P3, PLO3)</p> <p>CLO2 : Practice the ability to lead a multimedia development team to complete assigned multimedia project within a stipulated time. (A2, PLO5)</p> <p>CLO3 : Demonstrate entrepreneurial and good managerial skills in developing multimedia interactive application. (A3, PLO7)</p>
14	<b>DFC30133 OBJECT ORIENTED PROGRAMMING</b>	<p><b>OBJECT ORIENTED PROGRAMMING (OOP)</b> course introduces students to the principles and concepts behind the paradigm of OOP. This course introduces students to write, compile and run programs, make effective use of some of the standard packages, write object-oriented code using classes and objects, inheritance and polymorphism.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : DFC10042 Problem Solving and Program Design</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct Object Oriented Programming concept and exception handling in Java programming. (P4, PLO3)</p> <p>CLO2 : Display skills to use graphical/ visual data to visualize the concept of OOP. (P4, PLO6)</p> <p>CLO3 : Follow the professional ethics in group to develop a solution for a given scenario. (A3, PLO8)</p>
15	<b>DFT40043 WEB DESIGN TECHNOLOGIES</b>	<p><b>WEB DESIGN TECHNOLOGIES</b> introduces students to basic web design using HTML (Hypertext Markup Language), CSS (Cascading Style Sheets) and JavaScript. Throughout the course students are introduced to planning and designing effective web pages; implementing web pages by writing HTML, CSS code and JavaScript; enhancing web pages with the use of page layout techniques, text formatting, graphics, images, and multimedia; and producing a functional, multi-page website.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct the HTML, CSS, JavaScript and jQuery in developing an interactive web page that can be published on web browser. (P4, PLO3)</p> <p>CLO2 : Practices good managerial skills and entrepreneurial mind set in developing interactive web page. (A2, PLO7)</p> <p>CLO3 : Demonstrate positive value and ethics in designing interactive web application interface that can be view in web browser. (A3, PLO8)</p>

16	DFP40023 VISUAL BASIC PROGRAMMING	<p><b>Visual Basic Programming (VB Programming)</b> course provides students with the knowledge and skills needed to develop applications in Microsoft Visual Basic .NET for the Microsoft .NET platform. The course focuses on user interfaces programming structure, language syntax, and integration of VB.NET application development. This course introduces computer programming using the VB Programming language with object-oriented programming principles. Emphasis is on event-driven programming methods, including creating and manipulating objects, classes, and using object oriented tools such as the class debugger. Upon completion, students should be able to design, code, test and debug at a beginning level.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC30133 Object Oriented Programming</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct the visual basic program by using .NET frameworks in developing windows Application. (P4, PLO3)</p> <p>CLO2 : Integrate effective interpersonal and communication with peers in developing windows Application. (A4, PLO4)</p> <p>CLO3 : Demonstrate effective leadership with peer in developing Visual Basic programs. (A3, PLO5)</p>
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17	DFP40093 MOBILE APPLICATION DEVELOPMENT	<p><b>MOBILE APPLICATION DEVELOPMENT</b> introduces mobile application development for the Android platform. Android is a software stack for mobile devices that includes an operating system, middleware and key applications. The Android SDK provides the tools and APIs necessary to begin developing applications on the Android platform using the Java programming language. Students will learn skills for creating and deploying Android applications, with particular emphasis on software engineering topics including software architecture, software process, usability, and deployment. Topics will include Android Development Environment, user interfaces, audio, persistence, SQLite databases, location, sensors, and graphics.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC30133 Object Oriented Programming</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct mobile application components, APIs and libraries by using Android Development Tools. (P4, PLO3)</p> <p>CLO2 : Display the ability to visualize the data and graphics using Android Technologies. (P4, PLO6)</p> <p>CLO3 : Initiate Android Development Package that can be distributed via digital platform. (A3, PLO7)</p>
18	DFP50043 INTEGRATIVE PROGRAMMING AND TECHNOLOGIES	<p><b>INTEGRATIVE PROGRAMMING AND TECHNOLOGIES</b> course introduces students to the knowledge of GUI programming in Java. This course addresses the creation of interactive GUIs through standalone front-end applications. This course primarily focuses on the Swing library, Abstract Window Toolkit (AWT) and also equips students with knowledge in the development of database applications solutions.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFP30133 Object Oriented Programming</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct the elements of GUI from java package that integrates database for an interactive GUI application. (P4, PLO3)</p> <p>CLO2 : Perform the use of digital application that show event-based GUI handling principles in Java program. (P4, PLO6)</p> <p>CLO3 : Demonstrate positive value and ethics in designing GUI applications to solve real world problems based on Java programming environment. (A3, PLO8)</p>

19	DFP50123 SECURE MOBILE COMPUTING	<p><b>SECURE MOBILE COMPUTING</b> course appraises vulnerabilities and threat vector associated with Mobile Computing devices. This course contains a specific emphasis on mitigation techniques including security configurations as well as security software.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFT20083 Security Basics and IT Professional</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Manipulate the aspect of mobile computing, model and security principles using mobile computing technology to develop applications. (P3, PLO3)</p> <p>CLO2 : Develop effective leadership and team work related to mobile secure environment. (A4, PLO5)</p> <p>CLO3 : Demonstrate best practices in developing mobile security computing in context of social environment. (A3, PLO8)</p>
20	DFT50114 INTEGRATED PROJECT	<p><b>INTEGRATED PROJECT</b> course will give students the practical and design experience of carrying out an independent application software or technical project from project requirements, implementation, testing to delivery and presentation of the project. The course requires students to learn new technologies and encourage student to develop their generic skills such as developing teamwork, project management, communication skills, problem solving skills and technical writing skills. This will inculcate independent and life-long learning.</p> <p><b>Credit Value : 4</b>  <b>Prerequisite : All Common Core Subject</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct an end product to be used in the project's maintenance and future expansion. (P4, PLO3)</p> <p>CLO2 : Demonstrate a high level of communication, interaction and proficiency to achieve a productive project. (A3, PLO4)</p> <p>CLO3 : Perform leadership and team management skills effectively to manage issues in project development cycle. (A2, PLO5)</p> <p>CLO4 : Relate professional career goals in project development that lead to local or region wide communities building. (A4, PLO6)</p>

ELECTIVE			
SEMESTER	COURSE	SYPNOSIS	COURSE LEARNING OUTCOME (CLO)
1	DFP40182 SOFTWARE REQUIREMENT AND DESIGN	<p><b>SOFTWARE REQUIREMENT AND DESIGN</b> introduces the engineering discipline that is concerned with all aspects of software product from the early stages of development, which is system requirement, software development, software design and implementation process.</p> <p><b>Credit Value : 2</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Apply the concepts and practices of software engineering process in developing system application. (C3, PLO2)</p> <p>CLO2 : Construct modelling of software requirement, design and development using CASE tool in process of system development. (P4, PLO3)</p>
2	DFP40162 BUSINESS INTELLIGENCE	<p><b>BUSINESS INTELLIGENCE</b> course is designed to emphasize the classification of specific technologies for collecting, storing, analyzing and giving the best option for enterprise users to make better decisions. It consists of the Data Warehousing, Decision Support System, OLAP and OLTP which are useful in helping human being to get the best decision for their business.</p> <p><b>Credit Value : 2</b> <b>Prerequisite : DFC20123 Database Design</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Acquire the fundamentals concepts of Data Warehousing in Business Intelligence with the usage of technology OLAP and OLTP. (C3, PLO2)</p> <p>CLO2 : Create a database and deliver a report that suits business enterprise. (P4, PLO3)</p>

3	DFP40053 DATABASE ADMINISTRATION	<p><b>DATABASE ADMINISTRATION</b> course will help students to develop the database administration capabilities and will discuss how to create and manage database, users, roles and resources. It also gives them in depth knowledge of important features of Oracle database administrator.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC20123 Database Design</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct the Oracle Database Administrator task using Oracle database structure to practices database administration process. (P3, PLO3)</p> <p>CLO2 : Demonstrate effective communication both on orally or in writing about database administration roles and operations by using Oracle database system. (A3, PLO4)</p> <p>CLO3 :  Performs ability to use graphical or visual tools in performing backup and recovery operations. (P4, PLO6)</p>
4	DFP40203 PYTHON PROGRAMMING	<p><b>PYTHON PROGRAMMING</b> introduce with the knowledge and skills needed to develop applications using Python. This course introduces computer programming using the Python Programming language with object-oriented programming principles. Upon completion, students should be able to design, code, test and debug at a beginning level..</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct Python application based on a given scenario. (P4, PLO3)</p> <p>CLO2 : Demonstrate effective interaction among team members in the process of developing Python application. (A3, PLO4)</p> <p>CLO3 : Demonstrate effective interaction among team members in the process of developing Python application. (P3, PLO6)</p>

5	DFP40103 iOS APPLICATION DEVELOPMENT	<p><b>iOS APPLICATION DEVELOPMENT</b> introduces the application development process for iOS platforms (iPod Touch, iPhone, iPad, Apple watch, TVOS and future platforms) relies on a specialized paradigm of application development - the Apple Development. Designers and developers of mobile apps are challenged to provide superb user experience on resource-limited platforms where memory, processing power and battery life are at a premium. In this course, we present Apple's approach to mobile app design and development, as reflected in the design of the iOS platform, the ModelView-Controller (MVC) paradigm and iOS's various high and low-level frameworks. Objective-C, the native programming language for iOS, is exposed and explained step-by-step.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC30133 Object Oriented Programming</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct an iOS application using Apple developer tools and deploy on appropriate simulator. (P4, PLO3)</p> <p>CLO2 : Demonstrate effective communication both orally and writing in development of an iOS application. (A3, PLO4)</p> <p>CLO3 : Display the ability to visualize the iOS application development. (P3, PLO6)</p>
6	DFP50173 WEB DEVELOPMENT TECHNOLOGY	<p><b>WEB DEVELOPMENT TECHNOLOGY</b> introduces the techniques in Java technologies for web development. The course focuses on Java EE components, terminologies of web concepts, Servlets and JSP. Database manipulation and web deployment are emphasized. Upon completion students are able to design, code, test, and debug at beginning level.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC20123 Database Design, DFT40043 Web Design Technologies</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct a dynamic web application using Servlet, JSP and database within Java EE platform. (P4, PLO3)</p> <p>CLO2 : Demonstrate effective communication both orally and in writing about the integration of Servlet, JSP and web security in developing web application. (A3, PLO4)</p> <p>CLO3 : Display the ability to visualize the development process web application development. (P3, PLO6)</p>

7	DFP50193 WEB PROGRAMMING	<p><b>WEB PROGRAMMING</b> course will provide a basic understanding of the methods and techniques of developing a simple to moderately complex web site. Using the current standard web page language, students will be instructed on creating and maintaining a simple web site. After the foundation language has been established, the aid of a web editor will be introduced. A second web-based language will be included to further enhance the web sites. Throughout the course, students will learn proper techniques to develop web based applications starting from designing interfaces to publishing application to a production server.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC20123 Database Design, DFT40043 Web Design Technologies</b></p>	<p>Upon completion of this course, students should be able to:</p> <p><b>CLO1 : Construct the PHP program structure, file and directory handling, database connectivity appropriately in developing dynamic web page that connected to MySQL database. (P4, PLO3)</b></p> <p><b>CLO2 : Demonstrate effective communication both orally or writing in developing secured dynamic web application. (A3, PLO4)</b></p> <p><b>CLO3 : Display the ability to visualize the development process web application. (P3, PLO6)</b></p>
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### 3.3.8 PROGRAMME STRUCTURE (TRACK SOFTWARE AND APPLICATION DEVELOPMENT)

CLASSIFICATION	COURSE CODE	COURSE NAME	CONTACT HOURS				CREDIT VALUE
			L	P	T	O	
<b>SEMESTER 1</b>							
COMPULSORY	MPU24XX1	Sukan	0	2	0	0	1
COMPULSORY	MPU24XX1	Unit Beruniform 1	0	2	0	0	1
COMPULSORY	MPU22053	English for Digital Technology	2	0	2	0	3
COMMAN CORE	DBM10063	Mathematical Computing	2	0	2	0	3
COMMAN CORE	DFC10033	Introduction to Computer System	2	3	0	0	3
COMMAN CORE	DFC10042	Problem Solving and Program Design	2	2	0	0	2
COMMAN CORE	DFC10093	Computer System Architecture	3	1	0	0	3
COMMAN CORE	DFC10103	Operating System	2	3	0	0	3
<b>TOTAL</b>			<b>28</b>				<b>18</b>
<b>SEMESTER 2</b>							
COMPULSORY	MPU23032	Pengajian Islam*	1	0	2	0	2
COMPULSORY	MPU23142	Pendidikan Moral**	1	0	2	0	2
COMPULSORY	MPU24XX1	Kelab / Persatuan	0	2	0	0	1
COMPULSORY	MPU24XX1	Unit Beruniform 2	0	2	0	0	1
COMMAN CORE	DBM20063	Discrete Mathematics	2	0	2	0	3
COMMAN CORE	DFC20123	Database Design	2	3	0	0	3
COMMAN CORE	DFC20143	Introduction to Networks	2	3	0	0	3
COMMAN CORE	DFC20113	Programming Fundamentals	2	3	0	0	3
COMMAN CORE	DFT20083	Security Basics and IT Professional	3	2	0	0	3
<b>TOTAL</b>			<b>29</b>				<b>18</b>
<b>SEMESTER 3</b>							
COMPULSORY	MPU21032	Penghayatan Etika dan Peradaban	1	0	2	0	2
COMMAN CORE	DFC30153	Data Structures	3	1	0	0	3
COMMAN CORE	DFP30033	Human Computer Interaction	3	1	0	0	3
SPECIALISATION	DFT30103	Cyberpreneurship	2	3	0	0	3
SPECIALISATION		Track : Subject 1					3

SPECIALISATION		Track : Subject 2						3
<b>TOTAL</b>							<b>17</b>	
<b>SEMESTER 4</b>								
COMMAN CORE	DFC40163	System Analysis And Design	3	1	0	0		3
SPECIALISATION		Track : Subject 3						3
SPECIALISATION		Track : Subject 4						3
SPECIALISATION		Track : Subject 5						3
ELECTIVE		Elective : Subject 1						2
ELECTIVE		Elective : Subject 2						3
<b>TOTAL</b>							<b>17</b>	
<b>SEMESTER 5</b>								
SPECIALISATION		Track : Subject 6						3
SPECIALISATION		Track : Subject 7						3
SPECIALISATION		Track : Subject 8						4
ELECTIVE		Elective : Subject 3						3
<b>TOTAL</b>							<b>13</b>	
<b>SEMESTER 6</b>								
INDUSTRIAL TRAINING	DUT60019	Industrial Training	0	0	0	0		9
<b>TOTAL</b>			<b>0</b>				<b>9</b>	
<b>TOTAL CREDIT VALUE</b>							<b>92</b>	

CLASSIFICATION	COURSE CODE	COURSE NAME	CONTACT HOURS				CREDIT VALUE
			L	P	T	O	
<b>SPECIALISATION COURSES</b>							
1	DFT30043	Digital Multimedia	1	4	0	0	3
2	DFC30133	Object Oriented Programming	2	4	0	0	3
3	DFT40043	Web Design Technologies	1	4	0	0	3
4	DFP40023	Visual Basic Programming	1	4	0	0	3
5	DFP40093	Mobile Application Development	2	3	0	0	3
6	DFP50043	Integrative Programming And Technologies	2	3	0	0	3
7	DFP50123	Secure Mobile Computing	2	3	0	0	3
8	DFT50114	Integrated Project	2	3	0	0	3
<b>ELECTIVE COURSES</b>							
1	DFP40182	Software Requirement And Design	1	2	0	0	2
2	DFP40162	Business Intelligence	1	2	0	0	2
3	DFP40053	Database Administration	2	3	0	0	3
4	DFP40162	Python Programming	2	3	0	0	3
5	DFP40103	iOS Application Development	2	3	0	0	3
6	DFP50173	Web Development Technology	1	4	0	0	3
7	DFP50193	Web Programming	2	3	0	0	3
<b>FREE ELECTIVES</b>							
1	DUD10012	Design Thinking	1	0	0	1	2

### 3.3.9 SYNOPSIS AND COURSE LEARNING OUTCOME (TRACK NETWORKING SYSTEM)

SEMESTER	COURSE	SYNOPSIS	COURSE LEARNING OUTCOME (CLO)
1	DFC10033 INTRODUCTION TO COMPUTER SYSTEM	<p><b>INTRODUCTION TO COMPUTER SYSTEM</b> introduces students to the hardware, software and foundation of the basic Information Technology (IT) knowledge and skills necessary for ICT professionals. This course covers the study of personal computer (PC) hardware including PC assembly, installing and connecting peripherals. Student will learn hardware troubleshooting techniques used to identify and rectify computer faults. Student are exposed to the principles and good practices in environmentally sustainable computing and the use of appropriate technologies, methodologies in managing IT environment.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Classify the hardware devices on personal computer and mobile devices related to current information technologies. (C2 , PLO1)</p> <p>CL02 : Demonstrate process of personal computer assembly and the computer maintenance and troubleshooting that comply with computing standard. (P3 , PLO3)</p>

2	DFC10042 PROBLEM SOLVING AND PROGRAM DESIGN	<p><b>PROBLEM SOLVING AND PROGRAM DESIGN</b> introduces the techniques in problem solving and program design. The concepts learned in this course can be applied to many of the real life problems which can be solved by writing computer programs. A multiphase program development life cycle and two basic phases of problem solving and program design are emphasized. Problem analysis and the stepwise specification of the algorithms, pseudo code and flow chart are also defined.</p> <p><b>Credit Value : 2</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:          CLO1 : Explain the basic computer and fundamentals of programming languages in a given scenario. (C2, PLO1)</p> <p>CLO2 : Demonstrate effective communication both on orally or in writing about problem solving skills by using different types of programming tools to solve a given problem. (A3, PLO4)</p>
3	DFC10093 COMPUTER SYSTEM ARCHITECTURE	<p>This course is a continuation of foundational knowledge in computer system and technology which is a part of the requirement in the body of knowledge in Information Technology field. It is the basic computer machinery skills needed to progress to the next level.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:          CLO1 : Explain computer function in central processing unit, arithmetic, logic and assembly language in computer system. (C2, PLO1)</p> <p>CLO2 : Discuss among group members in explaining the assembly language solutions. (A2, PLO4)</p>
4	DFC10103 OPERATING SYSTEM	<p><b>OPERATING SYSTEM</b> introduces the design and implementation of operating systems. This course will cover briefly the evolution and major components of operating system. Particular emphasis will be given to three major OS subsystems; memory management, processes management, file systems and operating systems in mobile devices today that supporting distributed systems.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:          CLO1 : Explain the operating system environment, the concept of memory, process and file management in operating systems. (C2, PLO1)</p> <p>CLO2 : Practice effective interactions with peers in managing setting of computer and mobile operating system. (A2, PLO4)</p>

5	DFC20123 DATABASE DESIGN	<p><b>DATABASE DESIGN</b> course engages students to analyze business scenarios and create a data model - a conceptual representation of an organization's information. Students implement their database design by creating a physical database using SQL (Structured Query Language). Basic SQL syntax and the rules for constructing valid SQL statements are reviewed. This course culminates with a case study that challenges students to design, implement, and demonstrate a database solution for a business or organization.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Apply fundamental of DBMS, relational data model and normalization concepts in database development process. (C3, PLO2)</p> <p>CL02 : Show a well-structured database using the database query to manipulate a database with an appropriate commercial Database Management System (DBMS) in solving an organization's requirements. (P2, PLO3)</p>
6	DFC20143 INTRODUCTION TO NETWORK	<p><b>INTRODUCTION TO NETWORK</b> is an introductory computer networks subject and it aims to provide a wide overview of networking and its technologies such as the seven layers of OSI and TCP/ IP model. This course also provides students with the knowledge in wireless networking device and network troubleshooting. Students will get an experience in troubleshooting and configuration by using networking tools.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Explain the basic communication principles of a computer network. (C2, PLO1)</p> <p>CL02 : Build a network with appropriate network devices for a given situation successfully. (P3, PLO3)</p> <p>CL03 : Demonstrate ethical values in applying sustainable practices to implement basic network configuration. (A3, PLO5)</p>

7	DFC20113 PROGRAMMING FUNDAMENTALS	<p><b>PROGRAMMING FUNDAMENTALS</b> course introduces the fundamental concepts of structured programming and provides a comprehensive introduction to programming for Information Technology majors. Topics include data types, control structures, pointer, structure, functions, arrays and the mechanics of running, testing and debugging. Practical lab sessions will help to develop the skills required to identify the best data and program constructs to solve well-defined problems. introductory computer networks subject and it aims to provide a wide overview of networking and its technologies such as the seven layers of OSI and TCP/ IP model. This course also provides students with the knowledge tion by using networking tools.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC10042 Problem Solving And Program Design</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Implement programming element and articulate how they are used to achieve a working program. (C3, PLO2)</p> <p>CL02 : Show simple programs by developing code to solve problems in a computer using C++ programming language. (P2, PLO3)</p>
8	DFT20083 SECURITY BASICS AND IT PROFESSIONAL	<p><b>SECURITY BASICS AND IT PROFESSIONAL</b> course introduces students the common threats and attacks faced today. This course provides student with foundational theory behind information security, the basic principles and techniques when designing a secure system. Students are exposed to the principles and good practices in environmentally sustainable secured computing and the use of appropriate tools and technology in managing information system environment.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Explain common threats and attacks using various tools and techniques for secured environment in organization. (C3, PLO2)</p> <p>CL02 : Perform personal skills with proposed documentation in troubleshooting and solving on security issues. (A2, PLO7)</p> <p>CL03 : Practice professional codes of ethics and humanistic values to adapt the real challenges in professional environment. (A2, PLO8)</p>

9	DFC30153 DATA STRUCTURES	<p><b>DATA STRUCTURE</b> course is designed to focus on the basic data structures. Among the specific data structures covered are linked list, stacks, queues, trees, sorting and searching. The emphasis is on choosing appropriate data structures and designing correct and efficient algorithms to operate on these data structures.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC20113</b>  <b>Programming Fundamental</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Demonstrate the basic concepts of data structure in a way of collecting and organizing data appropriately. (C3, PLO2)</p> <p>CL02 : Construct appropriate concepts of data structures and designing efficient algorithms in problem solving. (P3, PLO3)</p> <p>CL03 : Use different types of data structures in problem solving by conducting a good ethics and professionalism. (A1, PLO8)</p>
10	DFP30033 HUMAN COMPUTER INTERACTION	<p><b>HUMAN COMPUTER INTERACTION</b> course aims to provide students with fundamental knowledge of HCI, including areas such as user and task analysis, human factors, ergonomics, accessibility standards and universal design. The course focuses on awareness in computer technology and how usability plays a major part in achieving effective implementation of designs and interactivity. This provides a new dimension that will enrich the lives of people who are ICT savvy.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Explain the concept of user interface design to elevate technical complexity for usable product that accepted by user. (C3, PLO2)</p> <p>CL02 : Display responsibilities attitude to perform the suitable evaluation techniques for an interactive system in real life. (A3, PLO5)</p> <p>CL03 : Demonstrate professional codes of ethics and humanistic values in applying the design rules for interactive system. (A3, PLO8)</p>

11	DFT30103 CYBERPRENEURSHIP	<p><b>CYBERPRENEURSHIP</b> course provides a broad overview of the role of entrepreneurial thinking and innovation in advancing IT-focused businesses. This student will examine how these skills can be leveraged to create new IT-driven businesses as well as to create competitive advantage for existing businesses via new IT products and services. Students will be introduced to concepts, tools, and principles of business management including business strategy, finance, marketing, human resources, and leadership within the context of IT business models.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Discover the basics of cyberpreneurial management, financing and marketing in various social media mix used in order to be a successful cyberpreneur. (C2, PLO1)</p> <p>CL02 : Practice good leadership and management skills in delivering business plan for future expansion. (A2, PLO5)</p> <p>CL03 : Demonstrate entrepreneur skills that related to entrepreneurship activities. (A3, PLO7)</p>
12	DFC40163 SYSTEM ANALYSIS AND DESIGN	<p><b>SYSTEM ANALYSIS AND DESIGN</b> course is an introduction to the concept and the development of information system. The course is designed to acquire the knowledge of system development life cycle. It covers all activities in planning, analyzing, designing and developing information systems including techniques used in software maintenance. Systems analysis is the process of turning a set of user requirements into a logical system specification. Systems design takes the logical specification and converts it into a set of designs that can then be implemented to create a working application. It includes expanded coverage of data flow diagrams, data dictionary, and process specifications.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CL01 : Implement the appropriate model, tools and techniques concept of System Analysis and Design for developing project. (C3, PLO2)</p> <p>CL02 : Prepare the appropriate key deliverable's of each phase in System Development Life Cycle (SDLC) activities. (P2, PLO3)</p> <p>CL03 : Perform a good personal skills with peers in proposing a project development. (A2, PLO7)</p>

13	DFN30073 SWITCHING AND ROUTING ESSENTIALS	<p><b>SWITCHING AND ROUTING ESSENTIALS</b> course introduces students to the equipment, applications, and protocols in a small network. The course provides knowledge on routing protocols such as Routing Information Protocol (RIP) and Inter-VLAN routing which includes VLSM, VLANs and Dynamic Trunking Protocol (DTP). Students also learn about the routing tables and Access Control Lists (ACLs). Students' skills are developed through hands-on exercises in the laboratory on configuration, installation and troubleshooting a network.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC20143</b>  <b>Introduction to Network</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Complete basic configuration for switches and routers in small to medium sized network ( P4 , PLO 3 )</p> <p>CLO 2 : Communicate professionally in delivering solutions for solving intermediate network connectivity problem ( A2 , PLO 4 )</p> <p>CLO 3 : Construct a simulation in utilizing common network utilities to verify small network operations appropriately ( P4 , PLO 6 )</p>
14	DFN30053 OPEN SOURCE OPERATING SYSTEM	<p><b>OPEN SOURCE OPERATING SYSTEM</b> course is an introductory course in which, students will learn and familiarize with the open source environment. Installation, configuration and management of Linux operating systems are explored. Focus on filesystem management, user and group accounts management, and common administrative tasks. This course is ideal for beginners to learn the Linux command line but it is also recommended for intermediate and advanced users.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC10103 Operating System</b></p>	<p>CLO 1 : Explain the concepts, terminology and features of Linux operating system to leverage open source software ( C2, PLO 1 )</p> <p>CLO 2 : Tries various graphical and command line utilities to manage Linux file system, user permissions and common administration tasks to ensure the system works properly ( P3, PLO 3 )</p> <p>CLO 3 : Demonstrate effective communication and interaction with others in proposing solutions to troubleshoot and solve problems about Linux and open source related technology ( A3, PLO 4 )</p>

15	DFN40213 SCALING NETWORK	<p><b>SCALING NETWORK</b> course introduces students to the architecture, components, and operations of routers and switches in larger and more complex networks. Students learn how to configure routers and switches for advanced functionality. By the end of this course, students will be able to configure, troubleshoot and demonstrate routers and switches and resolve common issues with Inter-VLAN, STP, Link Aggregation, EIGRP and OSPF in both IPv4 and IPv6 networks.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFN30073 Switching Routing Essentials</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Perform multi-area network configuration in a complex network ( P4, PLO 3 )  CLO 2 : Demonstrate responsibility while solve common configuration issues in a complex network ( A3, PLO 5 )  CLO 3 : Organize numerical skills in managing advanced operation of routers and switches for IPv4 and IPv6 networks ( P4, PLO 6 )</p>
16	DFN40183 OPEN SOURCE SERVER ADMINISTRATION	<p><b>OPEN SOURCE SERVER ADMINISTRATION</b> course is designed to provide students with skills on managing servers used to administer Campus Area Network (CAN) and network services needed. Students will acquire knowledge and skills in using Linux to configure services for Campus Area Network (CAN) environment.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFN30053 Open Source Operating System</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Construct different type of services using open source application server that can provide efficient and control access to all resources in a Campus Area Network (CAN) ( P4 , PLO 3 )  CLO 2 : Demonstrate responsibility in managing a sustainable system server for optimal performance and future scalability in a Campus Area Network (CAN) ( A3 , PLO 5 )  CLO 3 : Integrate sustainable practices in various autonomy function for system server in a Campus Area Network (CAN) ( A4 , PLO 8 )</p>

17	DFN40143 NETWORK SECURITY	<p><b>NETWORK SECURITY</b> course is designed to focus on the overall security processes based on security policy emphasizing on hands-on skills in the areas of a secure perimeter, secure connectivity, identity services and intrusion detection. The knowledge delivered shall enable students to identify some of the security approaches to design a defensive strategy in a computer network environment. Discussion on the core security concepts and skills needed for the installation, troubleshooting, and monitoring of network devices to maintain the integrity, confidentiality, and availability of data and devices.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC20143 Introduction To Networks</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Reproduce various technique using various tools and technologies effectively to protect the given network from attack and threats ( P3, PLO 3 )</p> <p>CLO 2 : Relate entrepreneurial interest with proper technique and procedure in network security environment for communities ( A4, PLO 7 )</p> <p>CLO 3 : Demonstrate professional ethic in managing vulnerabilities, attacks and defense mechanism in common network ( A3, PLO 8 )</p>
18	DFN50173 CONNECTING WAN	<p><b>CONNECTING WAN</b> course introduces students to the WAN technologies and network services required by converged applications in a complex network. The course enables students to understand the selection criteria of network devices and WAN Technologies to meet network requirements. Students learn how to configure and troubleshoot network devices and resolve common issues with data link protocols. Knowledge and skills are developed to implement virtual private network (VPN) operations in a complex network.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFN30073 Switching and Routing Essentials</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Differentiate between services and protocols used in network transmission of WAN technologies ( C4 , PLO 2 )</p> <p>CLO 2 : Manipulate WAN configuration with a systematic approach to support end-to-end connectivity of the WAN Network ( P4 , PLO 3 )</p> <p>CLO 3 : Integrate entrepreneurial skills in fulfilling network requirements of WAN technologies ( A4 , PLO 7 )</p>

19	DFN50223 Windows Server Administration	<p><b>WINDOWS SERVER ADMINISTRATION</b> is a course designed to provide students with valuable skills on configuring and managing Windows Server network. Students will acquire knowledge in Windows Server networking, including DNS configuration, DHCP configuration, remote access and distributed network solutions in Windows Server environment.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DFC10103 Operating System</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Construct tasks related to networking features and functionalities of Windows Server in enterprise network ( P4 , PLO 3 )</p> <p>CLO 2 : Demonstrate leadership responsibility in implementing network connectivity and access solutions for enterprise network ( A3 , PLO 5 )</p> <p>CLO 3 : Integrate sustainable practices in selecting appropriate network infrastructure solution with reliable security features for enterprise network ( A4 , PLO 8 )</p>
20	DFT50114 INTEGRATED PROJECT	<p><b>INTEGRATED PROJECT</b> course will give students the practical and design experience of carrying out an independent application software or technical project from project requirements, implementation, testing to delivery and presentation of the project. The course requires students to learn new technologies and encourage student to develop their generic skills such as developing teamwork, project management, communication skills, problem solving skills and technical writing skills. This will inculcate independent and life-long learning.</p> <p><b>Credit Value : 4</b>  <b>Prerequisite : All Common Core Subject</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct an end product to be used in the project's maintenance and future expansion. (P4, PLO3)</p> <p>CLO2 : Demonstrate a high level of communication, interaction and proficiency to achieve a productive project. (A3, PLO4)</p> <p>CLO3 : Perform leadership and team management skills effectively to manage issues in project development cycle. (A2, PLO5)</p> <p>CLO4 : Relate professional career goals in project development that lead to local or region wide communities building. (A4, PLO6)</p>

<b>ELECTIVE</b>			
<b>SEMESTER</b>	<b>COURSE</b>	<b>SYPNOSIS</b>	<b>COURSE LEARNING OUTCOME (CLO)</b>
<b>1</b>	<b>DFN40232 FIBER OPTIC COMMUNICATION SYSTEM</b>	<p><b>FIBER OPTIC COMMUNICATION SYSTEM</b> introduces students to the basic concept of fiber optic communication systems and technologies. This course covers fiber optic characteristics, losses in fiber optic cable and the fundamental concept of optical measurement. This course also provides knowledge in splicing techniques, multiplexing techniques and design consideration in fiber optic communication system</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Perform the ability to explain the properties of fiber optic communication technology and link budget design along with practical skills to handle measurement tools systematically. ( P4, PLO 3 )</p> <p>CLO 2 : Demonstrate the capability to apply good managerial skills to develop a solution for a given scenario. ( A3, PLO 7 )</p>

2	DFN40242 EMBEDDED INTERNET OF THINGS (IOT)	<p><b>EMBEDDED INTERNET of THINGS</b> course provides students with a comprehensive understanding of the Internet of Things (IoT). It develops foundational skills using hands-on lab activities that stimulate the students in applying creative problem-solving and rapid prototyping in the interdisciplinary domain of electronics, networking, security, and business. The student-centric approach translates into the student being able to ideate, design, prototype and present an IoT solution for an identified business or society need.</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : DFC20123 Database Design</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Construct a model of IoT solutions using Embedded IoT platforms ( P4 , PLO 3 )</p> <p>CLO 2 : Demonstrate entrepreneurial and good managerial skills in proposing IoT solutions to solve problems ( A3 , PLO 7 )</p>
3	DFN40253 CLOUD COMPUTING	<p><b>CLOUD COMPUTING</b> is a course designed to provide students with valuable skills on configuring and managing cloud services in AWS environment. Students will acquire knowledge in different AWS services, including Elastic Compute Cloud (EC2), Virtual Private Cloud (VPC), Route 53 and CloudFront.</p> <p><b>Credit Value : 3</b></p> <p><b>Prerequisite : DFC20143 Introduction To Networks</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Construct the concepts of distributed systems to analyze, design and implement cloud computing systems by using an appropriate application ( P4 , PLO 3 )</p> <p>CLO 2 : Display a professional communication skill in delivering network solution using various cloud applications for enterprise network environment ( P2, PLO 6 )</p> <p>CLO 3 : Demonstrate professionalism and ethical skills for cloud computing current practices in local and global work environment ( A3, PLO 8 )</p>

4	DFN40263 PROGRAMMING ESSENTIALS IN PYTHON	<p><b>PROGRAMMING ESSENTIALS IN PYTHON</b> course introduces students to the essentials skills of Python Programming language. The course provides knowledge on learning to design, write, debug, and run programs encoded in the Python language. Students' skills are developed through programming exercises in the class, from writing simple functions to developing complete application.</p> <p><b>Credit Value : 3</b></p> <p><b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Construct a software application using the Python programming language ( P3 , PLO 3 )</p> <p>CLO 2 : Display a strong digital skill in delivering software application solutions ( P3 , PLO 6 )</p> <p>CLO 3 : Present ability in verifying a software application to support reusability approach ( A3 , PLO 8 )</p>
5	DFC30133 OBJECT ORIENTED PROGRAMMING	<p><b>OBJECT ORIENTED PROGRAMMING (OOP)</b> course introduces students to the principles and concepts behind the paradigm of OOP. This course introduces students to write, compile and run programs, make effective use of some of the standard packages, write object-oriented code using classes and objects, inheritance and polymorphism.</p> <p><b>Credit Value : 3</b></p> <p><b>Prerequisite : DFC10042 Problem Solving and Program Design</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Construct Object Oriented Programming concept and exception handling in Java programming ( P4, PLO 3 )</p> <p>CLO2 : Display skills to use graphical/ visual data to visualize the concept of OOP ( P4, PLO 6 )</p> <p>CLO3 : Follow the professional ethics in group to develop a solution for a given scenario ( A3, PLO 8 )</p>

6	DFN50133 NETWORK DESIGN	<p><b>NETWORK DESIGN</b> course reveals a competence to network professionals' skills, as students will learn about the ability to install, configure, operate, and troubleshoot routed and switched networks. It will train the students to make connections to remote sites using WAN, diminish basic network security threats, and recognize the fundamental networking concepts.</p> <p><b>Credit Value : 3</b></p> <p><b>Prerequisite : DFN30073 Switching And Routing Essentials</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Reproduce network design methodologies for campus network prototype in network development ( P3, PLO 3 )</p> <p>CLO 2 : Demonstrate effective communication both orally or writing on network design proposal for an organization in network environment ( A4, PLO 4 )</p> <p>CLO 3 : Perform ability to use graphical or visual tools in designing Campus Network ( P3, PLO 6 )</p>
7	DFN50153 SOCKET PROGRAMMING	<p><b>SOCKET PROGRAMMING</b> course focuses on the concept of sockets as means of using Internet Protocol (IP) to communicate between machines and using Java programming language to establish the network communication. The course introduces elements of network programming and concepts involved in creating network applications using sockets. This opens up a whole new class of applications to programmers.</p> <p><b>Credit Value : 3</b></p> <p><b>Prerequisite : DFC20113 Programming Fundamental</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO 1 : Construct program using appropriate type of socket programming that meets the requirement of a network application ( P3, PLO 3 )</p> <p>CLO 2 : Organize effective communication skills in discussing the concept of TCP and UDP data transmission in a network application ( A4, PLO 4 )</p> <p>CLO 3 : Display the ability to visualize network application development using socket programming technique.</p> <p>( P3, PLO 6 )</p>

### 3.3.10 PROGRAMME STRUCTURE (TRACK NETWORKING SYSTEM)

CLASSIFICATION	COURSE CODE	COURSE NAME	CONTACT HOURS				CREDIT VALUE
			L	P	T	O	
<b>SEMESTER 1</b>							
COMPULSORY	MPU24XX1	Sukan	0	2	0	0	1
COMPULSORY	MPU24XX1	Unit Beruniform 1	0	2	0	0	1
COMPULSORY	MPU22053	English for Digital Technology	2	0	2	0	3
COMMAN CORE	DBM10063	Mathematical Computing	2	0	2	0	3
COMMAN CORE	DFC10033	Introduction to Computer System	2	3	0	0	3
COMMAN CORE	DFC10042	Problem Solving and Program Design	2	2	0	0	2
COMMAN CORE	DFC10093	Computer System Architecture	3	1	0	0	3
COMMAN CORE	DFC10103	Operating System	2	3	0	0	3
<b>TOTAL</b>			<b>28</b>				<b>18</b>
<b>SEMESTER 2</b>							
COMPULSORY	MPU23032	Pengajian Islam*	1	0	2	0	2
COMPULSORY	MPU23142	Pendidikan Moral**	1	0	2	0	2
COMPULSORY	MPU24XX1	Kelab / Persatuan	0	2	0	0	1
COMPULSORY	MPU24XX1	Unit Beruniform 2	0	2	0	0	1
COMMAN CORE	DBM20063	Discrete Mathematics	2	0	2	0	3
COMMAN CORE	DFC20123	Database Design	2	3	0	0	3
COMMAN CORE	DFC20143	Introduction to Networks	2	3	0	0	3
COMMAN CORE	DFC20113	Programming Fundamentals	2	3	0	0	3
COMMAN CORE	DFT20083	Security Basics and IT Professional	3	2	0	0	3
<b>TOTAL</b>			<b>29</b>				<b>18</b>
<b>SEMESTER 3</b>							
COMPULSORY	MPU21032	Penghayatan Etika dan Peradaban	1	0	2	0	2
COMMAN CORE	DFC30153	Data Structures	3	1	0	0	3
COMMAN CORE	DFP30033	Human Computer Interaction	3	1	0	0	3
SPECIALISATION	DFT30103	Cyberpreneurship	2	3	0	0	3
SPECIALISATION		Track : Subject 1					3
SPECIALISATION		Track : Subject 2					3
<b>TOTAL</b>							<b>17</b>

SEMESTER 4									
COMMAN CORE	DFC40163	System Analysis And Design	3	1	0	0	3		
SPECIALISATION		Track : Subject 3						3	
SPECIALISATION		Track : Subject 4						3	
SPECIALISATION		Track : Subject 5						3	
ELECTIVE		Elective : Subject 1						2	
ELECTIVE		Elective : Subject 2						3	
<b>TOTAL</b>									<b>17</b>
SEMESTER 5									
SPECIALISATION		Track : Subject 6						3	
SPECIALISATION		Track : Subject 7						3	
SPECIALISATION		Track : Subject 8						4	
ELECTIVE		Elective : Subject 3						3	
<b>TOTAL</b>									<b>13</b>
SEMESTER 6									
INDUSTRIAL TRAINING	DUT60019	Industrial Training	0	0	0	0	9		
<b>TOTAL</b>							<b>0</b>		<b>9</b>
<b>TOTAL CREDIT VALUE</b>									<b>92</b>

CLASSIFICATION	COURSE CODE	COURSE NAME	CONTACT HOURS				CREDIT VALUE
			L	P	T	O	
<b>SPECIALISATION COURSES</b>							
1	DFN30073	Switching And Routing Essentials	1	4	0	0	3
2	DFN30053	Open Source Operating System	2	3	0	0	3
3	DFN40213	Scaling Network	1	4	0	0	3
4	DFN40183	Open Source Server Administration	2	3	0	0	3
5	DFN40143	Network Security	2	3	0	0	3
6	DFN50173	Connecting WAN	2	2	0	0	3
7	DFN50223	Windows Server Administration	2	3	0	0	3
8	DFT50114	Integrated Project	2	3	0	0	4
<b>ELECTIVE COURSES</b>							
1	DFN40232	Fiber Optic Communication System	1	3	0	0	2
2	DFN40242	Embedded Internet of Things (IoT)	1	3	0	0	2
3	N40253	Cloud Computing	2	3	0	0	3
4	DFN40263	Programming Essentials In Python	2	3	0	0	3
5	DFC30133	Object Oriented Programming	2	4	0	0	3
6	DFN50133	Network Design	2	3	0	0	3
7	DFN50153	Socket Programming	2	3	0	0	3
<b>FREE ELECTIVES</b>							
1	DUD10012	Design Thinking	1	0	0	1	2

## 4.0 SUPPORTING DEPARTMENTS AND UNITS

### 4.1 MATHEMATICS, SCIENCE AND COMPUTER DEPARTMENT

#### 4.1.1 DEPARTMENT ORGANISATION CHART



#### 4.1.2 MATHEMATICS, SCIENCE AND COMPUTER DEPARTMENT LECTURERS

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### 4.1.3 SYPNOSIS AND COURSE LEARNING OUTCOME

SEMESTER	COURSE	SYPNOSIS	COURSE LEARNING OUTCOME (CLO)
1	DBC20012 COMPUTER APPLICATION	<p><b>COMPUTER APPLICATION</b> exposes students to different packages of applications software such as word processor, spreadsheet, presentation, project management, internet security and digital etiquette. This course mainly emphasize on the practical aspects of using applications software and awareness in digital world activity. Students will develop teamwork and leadership skills to present ideas and organize project. Students are able to use the information and technology skill attained in future</p> <p><b>Credit Value : 2</b> <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1 : Display the ability to apply application software in office environment (P3 , CLS4) CLO2 : Perform inquisitive mind to develop lifelong learning skills in information and technology skills (A5 , CLS3c) CLO3 : Apply information and technology skills in office environment (C3, CLS3b)</p>

1	<b>DBM10013</b> <b>ENGINEERING MATHEMATICS 1</b>	<p><b>ENGINEERING MATHEMATICS 1</b> exposes students to the basic algebra including resolve partial fractions. This course also coversthe concept of trigonometry and the method to solve trigonometry problems by using basic identities, compound angle and double angle formulae. Students will be introduced to the theory of complex number and concept of vector and scalar. Students will explore advanced matrices involving 3x3 matrix.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1:Use mathematical statement to describe relationship between various physical phenomena. (C3, CLS1)  CLO2:Show mathematical solutions using the appropriate techniques in mathematics. (C3, CLS3c)  CLO3:Use mathematical expression in describing real engineering problems precisely, concisely and logically. (A3, CLS3b)</p>
1	<b>DBS10012</b> <b>ENGINEERINGSCIENCE</b>	<p><b>ENGINEERING SCIENCE</b> course introduces the physical concepts required in engineering disciplines. Studentswill learn the knowledge of fundamental physics in order to identifyand solve engineering physics problems. Studentswill be able to perform experimentsand activities to mastery physics concepts.</p> <p><b>Credit Value : 2</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1:Use basic physics concept to solve engineering physics problems (C3, CLS 1)  CLO2:Apply knowledge of fundamental physics in activities to mastery physics concept (C3, CLS1)  CLO3:Perform appropriate activities related to physics concept( P3, CLS 3a)</p>

1	<b>DBM10063</b> <b>MATHEMATICAL COMPUTING</b>	<p><b>MATHEMATICAL COMPUTING</b>  course introduces students to numbering system, basic algebra and complex numbers. Calculus covers the simple techniques of differentiation and integration. In addition, this course also exposes to basic concept of matrices and linear algebra to help them in solving mathematical problem in organizing data through theoretically.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1:Execute mathematical concepts in the areas of number systems, complex numbers, matrices, algebra and differentiation &amp; integration.(C3, CLS1)  CLO2:Show mathematical solutions using the appropriate techniques in mathematics. (C3, CLS1)  CLO3:Explain theoretical and solutions to others in solving mathematical related problems. (P2, CLS3c)</p>
2	<b>DBM20023</b> <b>ENGINEERING MATHEMATICS 2</b>	<p><b>ENGINEERING MATHEMATICS 2</b>  exposes students to the basic laws of indices and logarithms. This course introduces the basic rules of differentiation concepts to solve problems that relates maximum, minimum and calculate the rates of changes. This course discusses integration concepts in order to strengthen student's knowledge for solving area and volume bounded region problems. In addition, students will learn application of both techniques of differentiation and integration.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DBM10013</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1:Use algebra and calculus knowledge to describe relationship between various physical phenomena.(C3, CLS1)  CLO2:Solve the mathematical problems by using appropriate and relevant fundamental calculus techniques.(C3, CLS3c)  CLO3:Use mathematical language to express mathematical ideas and arguments precisely, concisely and logically in calculus.(A3, CLS3b)</p>

2	<b>DBM20083</b> <b>DISCRETE MATHEMATICS</b>	<p><b>DISCRETE MATHEMATICS</b> course introduces students to logical and mathematical thinking. This course focuses on providing basic logic, sets, relations and functions, as well as graphs and trees which integrate symbolic tools, graphical concepts and numerical calculations. This course also addresses the counting principle as well as Boolean Algebra which are related to the information technology programmed.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : None</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Carry out basic terminology precisely in the areas of logic, algebra, graphs theory, set theory and combinatory. (C3, CLS2)  CLO2: Apply standard operations precisely in the areas of logic, algebra, graphs theory, set theory and combinatory. (C3, CLS2)  CLO3: Construct mathematical problems using appropriate concepts, formulas and techniques. (P3, CLS3c)</p>
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3	<b>DBM30043</b> <b>ELECTRICAL ENGINEERING MATHEMATICS</b>	<p><b>ELECTRICAL ENGINEERING MATHEMATICS</b> exposes students to the statistical and probability concepts and their applications in interpreting data. The course also introduces numerical methods concept to solve simultaneous equations by using Gaussian Elimination method, LU Decomposition using Doolittle and Crout methods, polynomial problems using Simple Fixed Point Iteration methods and Newton Raphson method. In additional, the course also discuss Ordinary Differential Equation (ODE). In order to strengthen the students in solving engineering problems, Laplace Transform by using the Table of Laplace is also included. It is designed to build students' teamwork and problems solving skill.</p> <p><b>Credit Value : 3</b>  <b>Prerequisite : DBM20023</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Demonstrate an understanding of the common body of knowledge in mathematics (C3, CLS1)  CLO2: Demonstrate problems solving skills in engineering problems (C3, CLS3c)  CLO3: Use mathematical expression in describing real engineering problems precisely, concisely and logically (A3, CLS3b)</p>
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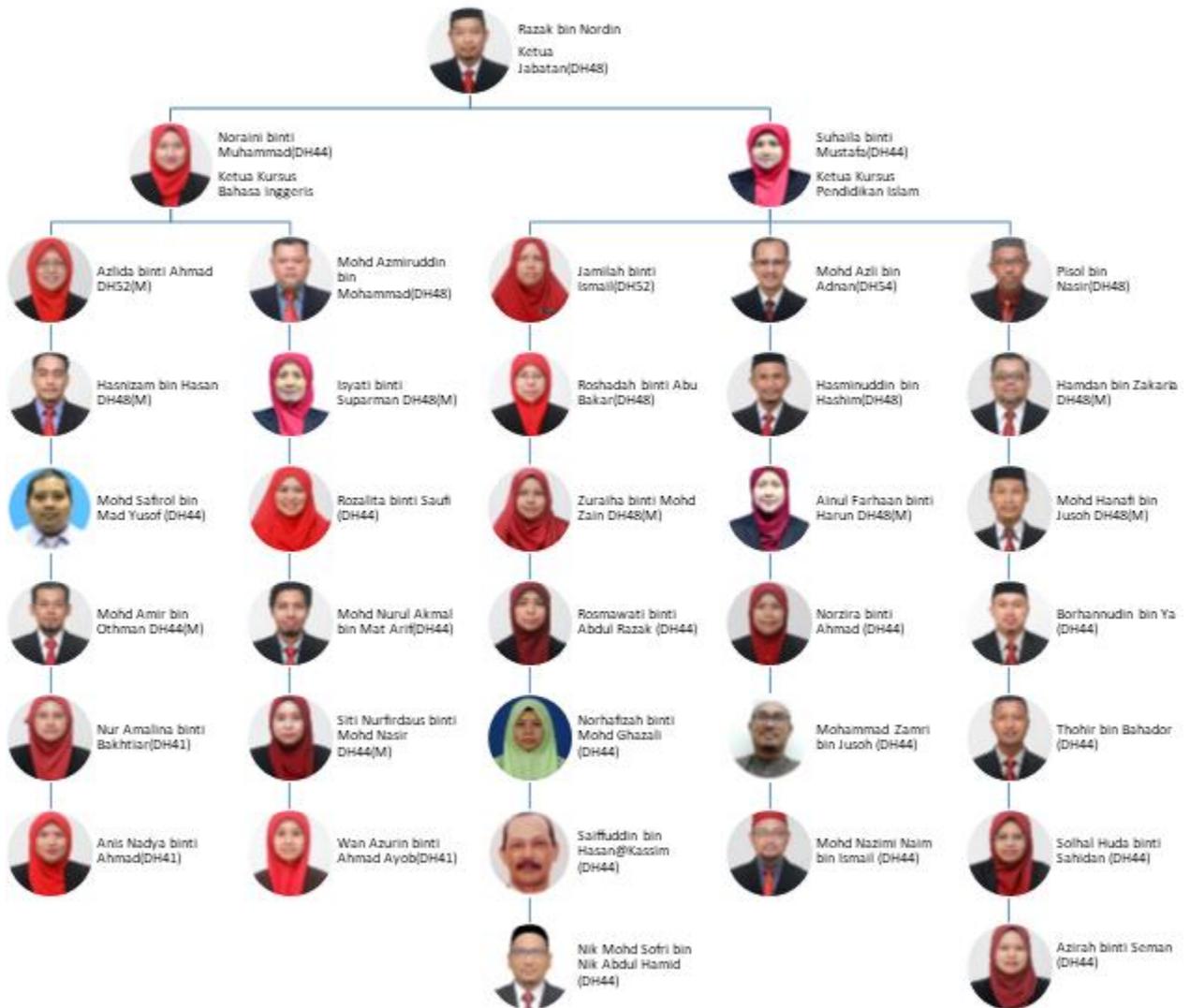
3	<b>DBM30033 ENGINEERING MATHEMATICS 3</b>	<p><b>ENGINEERING MATHEMATICS 3</b> exposes students to the statistical and probability concepts and their applications in interpreting data. The course also introduces numerical methods concept to solve simultaneous equations by using Gaussian Elimination method, LU Decomposition using Doolittle and Crout methods, polynomial problems using Simple Fixed Point Iteration and Newton-Raphson methods. In order to strengthen the students in solving engineering problems, Ordinary Differential Equation (ODE) is also included. In addition, the course also discusses optimization problems by using Linear Programming. It is designed to build students' teamwork and problems solving skill.</p> <p><b>Credit Value : 3</b> <b>Prerequisite : DBM20023</b></p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Demonstrate an understanding of the common body of knowledge in mathematics(C3, CLS1) CLO2: Demonstrate problems solving skills in engineering problems(C3, CLS3c) CLO3: Use mathematical expression in describing real engineering problems precisely, concisely and logically(A3, CLS3b)</p>
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#### 4.1.4 LABORATORY FACILITIES IN MATHEMATICS, SCIENCE AND COMPUTER DEPARTMENT

NO	LABORATORY	LABORATORY SUPERVISOR
1	CAD Laboratory 1 (CAD 1)	Shahrull Hi-Fi Syam bin Ahmad Jamil
2	Makmal Sains Kejuruteraan	Zakiah binti Adzmi

## 4.2 GENERAL STUDIES DEPARTMENT

### 4.2.1 DEPARTMENT ORGANISATION CHART



#### 4.2.2 GENERAL STUDIES DEPARTMENT LECTURERS

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33	Thohir Bin Bahador	Lecturer	013-9828284	thohir@ptss.edu.my
34	Wan Azurin Binti Ahmad Ayob	Lecturer	011-19620522	azurin@ptss.edu.my
35	Zuraiha Binti Mohd Zain	Lecturer	012-4844863	zuraiha@ptss.edu.my

#### 4.2.3 SYPNOSIS AND COURSE LEARNING OUTCOME

SEMESTER	COURSE	SYPNOSIS	COURSE LEARNING OUTCOME (CLO)
1	MPU21032 PENGHAYATAN ETIKA DAN PERADABAN	<p><b>PENGHAYATAN ETIKA DAN PERADABAN ini</b> menjelaskan tentang konsep etika daripada perspektif peradaban yang berbeza. Ia bertujuan bagi mengenal pastisistem, tahap perkembangan, kemajuan dan kebudayaan merentas bangsa dalam mengukuhkan kesepaduan sosial. Selain itu, perbincangan dan perbahasan berkaitan isu-isu kontemporari dalam aspek ekonomi, politik, sosial, budaya dan alam sekitar daripada perspektif etika dan peradaban dapat melahirkan pelajar yang bermoral dan profesional. Penerapan amalan pendidikan berimpak tinggi (HIEPs) yang bersesuaian digunakan dalam penyampaian kursus ini</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>CLO1 : Membentangkan konsep etika dan peradaban dalam kepelbagaian tamadun. (A2 , CLS 5 )</p> <p>CLO2 : Menerangkan sistem, tahap perkembangan, kesepaduan sosial dan kebudayaan merentas bangsa di Malaysia. (A2 , CLS 5 )</p> <p>CLO3 : Mencadangkan sikap yang positif terhadap isu dan cabaran kontemporari dari perspektif etika dan peradaban.( A3 , CLS 4 )</p>

1	MPU22042 BAHASA KEBANGSAAN A	<p><b>BAHASA KEBANGSAAN A</b> menawarkan kemahiran berbahasa dari aspek mendengar, bertutur, membaca dan menulis sesuai dengan tahap intelek pelajar, serta meningkatkan kecekapan berbahasa dalam konteks rasmi dan tidak rasmi.</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite :</b> Khas untuk pelajar warganegara tidak kredit Bahasa Melayu SPM</p>	<p>CLO1 : Menunjukkan cara berinteraksi yang baik dalam pelbagai situasi ( A3 , CLS 3b )</p> <p>CLO2 : Menulis pelbagai jenis bentuk penulisan dengan jelas dan bersistematik ( A2 , CLS 3b )</p> <p>CLO3 : Menunjukkan kaedah bertutur dalam komunikasi lisan dengan sebutan dan intonasi yang betul ( A3 , CLS 4 )</p>
2	MPU23012 PENGAJIAN ISLAM (JP)	<p><b>PENGAJIAN ISLAM</b> disediakan untuk melahirkan warganegara yang faham tasawwur (konsep) Islam sebagai satu cara hidup yang bersepadu dan seimbang serta berupaya menghadapi pelbagai masalah dan cabaran. Perbincangan berasaskan kepada konsep-konsep asas Islam, Islam sebagai cara hidup, institusi Islam dan cabaran semasa</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>CLO1 : Melaksanakan dengan yakin amalan Islam dalam kehidupan seharian. (A2, CLS 4)</p> <p>CLO2 : Menerangkan etika dan profesionalisme berkaitan Syariah dan Institusi Islam dalam membentuk pembangunan ummah. (A3, CLS 5)</p> <p>CLO3 : Menghubungkan minda ingin tahu dengan Islam dan cabaran semasa di Malaysia. (A4 , CLS 4)</p>
2	MPU23032 PENGAJIAN ISLAM (JTMK)	<p><b>PENGAJIAN ISLAM</b> disediakan untuk melahirkan warganegara yang faham tasawwur (konsep) Islam sebagai satu cara hidup yang bersepadu dan seimbang serta berupaya menghadapi pelbagai masalah dan cabaran. Perbincangan berasaskan kepada konsep-konsep asas Islam, Islam sebagai cara hidup, institusi Islam dan cabaran semasa</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>CLO1 : Melaksanakan dengan yakin amalan Islam dalam kehidupan seharian. (A2, CLS 4)</p> <p>CLO2 : Menerangkan etika dan profesionalisme berkaitan Syariah dan Institusi Islam dalam membentuk pembangunan ummah. (A3, CLS 5)</p> <p>CLO3 : Menghubungkan minda ingin tahu dengan Islam dan cabaran semasa di Malaysia. (A4, CLS 4)</p>

2	MPU23142 <b>PENDIDIKAN MORAL (JTMK)</b>	<p><b>PENDIDIKAN MORAL</b> memberi pengetahuan tentang konsep asas moral untuk diamalkan. Selain itu, kursus ini juga menjelaskan etika individu yang bermoral dan bertanggungjawab serta isu-isu moral yang mempengaruhi pembentukan negara dan masyarakat</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>CL01 : Mengamalkan nilai moral yang baik dalam kehidupan seharian ( A2 , CLS 4 ) CL02 : Menjelaskan etika dan profesionalisme individu yang bermoral dan bertanggungjawab terhadap negara ( A3 , CLS 5 ) CL03 : Menghubunkait minda ingin tahu terhadap isu dan cabaran dalam membentuk negara dan masyarakat ( A4 , CLS 4 )</p>
2	MPU23042 <b>NILAI MASYARAKAT</b>	<p><b>NILAI MASYARAKAT MALAYSIA</b> membincangkan aspek sejarah pembentukan masyarakat, nilai-nilai agama, adat resam dan budaya masyarakat di Malaysia. Selain itu, pelajar dapat mempelajari tanggungjawab sebagai individu dan nilai perpaduan dalam kehidupan di samping cabaran- cabaran dalam membentuk masyarakat Malaysia</p>	<p>CL01 : Membincangkan sejarah dan nilai dalam pembentukan masyarakat di Malaysia (A2, CLS 4)</p> <p>CL02 : Menerangkan etika dan profesionalisme terhadap konsep perpaduan bagi meningkatkan semangat patriotisme masyarakat Malaysia (A3, CLS 5)</p>
		<p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>CL03 : Menghubunkait minda ingin tahu dengan cabarancabaran dalam membentuk masyarakat Malaysia (A4 , CLS 4)</p>
2	MPU23052 <b>SAINS TEKNOLOGI DAN</b>	<p><b>SAINS, TEKNOLOGI DAN KEJURUTERAAN DALAM ISLAM</b> memberi pengetahuan tentang konsep Islam sebagai al-Din dan seterusnya membincangkan konsep sains, teknologi dan kejuruteraan dalam Islam serta impaknya, pencapaiannya dalam tamadun Islam, prinsip serta peranan syariah dan etika Islam, peranan kaedah fiqh serta aplikasinya</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>CL01 : Melaksanakan dengan yakin amalan Islam dalam kehidupan seharian ( A2 , CLS 4 )</p> <p>CL02 : Menerangkan etika dan profesionalisme berkaitan sains teknologi dan kejuruteraan dalam Islam ( A3 , CLS 5 )</p> <p>CL03 : Menghubunkait minda ingin tahu dengan prinsip syariah, etika dan kaedah fiqh dalam bidang sains, teknologi dan kejuruteraan menurut perspektif Islam ( A4 , CLS 4 )</p>

2	MPU23072 <b>PELANCONGAN DAN HOSPITALITI DALAM</b>	<p><b>PELANCONGAN DAN HOSPITALITI DALAM ISLAM</b> memberi pengetahuan tentang konsep Islam sebagai al-Din dan seterusnya membincangkan konsep pelancongan dan hospitaliti mengikut perspektif Islam. Ia merangkumi penyediaan rumah penginapan, makanan, layanan terhadap tetamu dan hubungan alam sekitar dalam bidang pelancongan. Seterusnya membincangkan konsep asas kaedah fiqh, nilai-nilai kebersihan dan estetika Islam dalam bidang tersebut</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<p>CLO1 : Melaksanakan dengan yakin amalan Islam dalam kehidupan seharian ( A2 , CLS 4 )</p> <p>CLO2 : Menerangkan etika dan profesionalisme berkaitan pelancongan dan hospitaliti dalam Islam ( A3 , CLS 5 )</p> <p>CLO3 : Menghubungkan minda ingin tahu dengan prinsip syariah dalam bidang pelancongan dan hospitaliti menurut perspektif Islam ( A4 , CLS 4 )</p>
2	DUA2042 <b>SENI DALAM ISLAM</b>	<p><b>SENI DALAM ISLAM</b> memberi pengetahuan tentang konsep Islam sebagai alDin dan seterusnya pandangan Islam mengenai seni Islam. Ia juga menjelaskan mengenai bidang-bidang kesenian Islam, tokoh-tokoh yang terlibat dalam kesenian serta isu-isu kontemporari yang berkaitan dengan seni Islam.</p> <p><b>Credit Value : 2</b></p> <p><b>Prerequisite : None</b></p>	<ol style="list-style-type: none"> <li>1. Menghuraikan konsep Islam sebagai cara hidup. (C2, LD1 : P2, LD2)</li> <li>2. Menjelaskan konsep seni dalam Islam. (C2 : LD1)</li> <li>3. Membincangkan prinsip syariah dan kaedah fiqah dalam seni menurut perspektif Islam. (C3 : LD1, A3 : LD6)</li> </ol>

2	DUB2012 NILAI MASYARAKAT MALAYSIA	<p><b>NILAI MASYARAKAT MALAYSIA</b> membincangkan aspek sejarah pembentukan masyarakat Malaysia, nilai-nilai agama serta adat resam dan budaya masyarakat majmuk. Selain itu, pelajar diberi kefahaman mengenai tanggungjawab individu dalam kehidupan dan cabaran-cabaran dalam membangunkan masyarakat Malaysia.</p> <p><b>Credit Value : 2</b> <b>Prerequisite : None</b></p>	<p>1. Menerangkan sejarah pembentukan masyarakat dan nilai agama di Malaysia. (C2 : LD1)</p> <p>2. Menghubung kait tanggungjawab individu dalam kehidupan masyarakat dan negara. (C3 : LD1, A2 : LD5)</p> <p>3. Membincangkan cabaran-cabaran dalam membangunkan masyarakat Malaysia. (C3 : LD1, A3 : LD6)</p>
5	DUA6022 KOMUNIKASI DAN PENYIARAN	<p><b>KOMUNIKASI DAN PENYIARAN ISLAM</b> memfokuskan kepada penguasaan konsep, kemahiran komunikasi dan penyiaran islam bagi meningkatkan kefahaman pelajar secara holistik terhadap kursus ini.</p> <p><b>Credit Value : 2</b> <b>Prerequisite : None</b></p>	<p>1. Menjelaskan konsep, bentuk komunikasi dan hubungannya dalam Islam. (C2 : LD1)</p> <p>2. Menunjukkan kemahiran pengurusan komunikasi dalam bidang penyiaran Islam. (C3, A4 : LD1, LD5)</p> <p>3. Menghubung kait isu-isu semasa dalam komunikasi dan penyiaran Islam. (C3, A3 : LD1, LD6)</p>
1	SUA1011 PENDIDIKAN ISLAM 1	<p><b>PENDIDIKAN ISLAM 1</b> memperkenalkan kepada para pelajar tentang cara hidup Islam yang lengkap dan sempurna melalui penghayatan konsep akidah, ibadah (toharah) dan akhlak Islam.</p> <p><b>Credit Value : 1</b> <b>Prerequisite : None</b></p>	<p>1. Menyenaraikan Rukun Iman dan Rukun Islam dengan tepat. (C1 : PLO 1)</p> <p>2. Menunjuk cara pelaksanaan toharah dengan betul. (P2 : PLO 2)</p> <p>3. Membincangkan isu-isu semasa berkaitan dengan akhlak. (C2 : PLO 1)</p>

2	SUA2011 PENDIDIKAN ISLAM 2	<p><b>PENDIDIKAN ISLAM 2</b> memperkenalkan konsep ibadah yang merangkumi adab-adab, tanggungjawab suami isteri dan pendidikan anak-anak yang perlu diamalkan dalam kehidupan seharian. Kursus ini juga mendedahkan kepada pelajar mengenai isu-isu semasa yang berkaitan dengan perkahwinan sebagai panduan hidup.</p> <p><b>Credit Value : 1</b> <b>Prerequisite : None</b></p>	<p>1. Menunjuk cara pelaksanaan ibadah solat dengan tertib. (P2 : PLO 2)</p> <p>2. Menjelaskan adab-adab pergaulan dalam Islam. (C2 : PLO 1)</p> <p>3. Membincangkan isu-isu semasa berkaitan dengan perkahwinan. (C2 : PLO 1)</p>
1	SUB1011 PENDIDIKAN MORAL 1	<p><b>PENDIDIKAN MORAL 1</b> memberikan kefahaman kepada pelajar tentang peranan individu dalam hidup bermasyarakat. Kursus ini juga mendedahkan kepada pelajar mengenai cabaran dan isu-isu moral dalam mewujudkan masyarakat Malaysia yang harmoni.</p> <p><b>Credit Value : 1</b> <b>Prerequisite : None</b></p>	<p>1. Menyenaraikan peranan individu dalam masyarakat. (C1 : PLO 1)</p> <p>2. Menjelaskan elemen-elemen yang mencabar nilai-nilai moral. (C2 : PLO 2)</p> <p>3. Mengenalpasti isu-isu moral semasa. (C2 : P</p>
2	SUB2011 PENDIDIKAN MORAL 2	<p><b>PENDIDIKAN MORAL 2</b> memberi pengetahuan tentang penggunaan teknologi maklumat dan kesannya ke atas generasi muda masa kini. Penekanan kursus adalah untuk memberi penerangan tentang kesan kemajuan sains dan teknologi maklumat terhadap manusia. Kursus ini juga membincangkan isu-isu moral semasa dan menyatakan budaya kerja positif serta peranan individu dalam kerjaya.</p> <p><b>Credit Value : 1</b> <b>Prerequisite : None</b></p>	<p>1. Menerangkan dengan jelas tentang kemajuan teknologi maklumat dengan cara yang betul. (C1 : PLO 1)</p> <p>2. Menjelaskan peranan individu dalam mengamalkan budaya kerja secara positif. (C2 : PLO 2)</p> <p>3. Menerangkan isu-isu semasa berkaitan dengan moral dengan jelas. (C2 : PLO 1)</p>

1	SUM1011 BAHASA MELAYU 1	<p><b>BAHASA MELAYU 1</b> memberi pengetahuan penggunaan Bahasa Melayu yang betul. Penekanan kepada penggunaan tatabahasa yang betul mengikut situasi sebenar dan menyebarkan maklumat dengan cara yang berkesan.</p> <p><b>Credit Value : 1</b> <b>Prerequisite : None</b></p>	<p>1. Menulis semula dengan menggunakan tatabahasa dan struktur ayat yang betul untuk menghasilkan penulisan yang berkesan. (C2, PLO1)</p> <p>2. Membina struktur ayat pendek untuk menghasilkan penulisan- (C1, PLO1)</p> <p>3. Mengenalpasti maklumat penting daripada sumber yang dibaca dan ditonton kemudian menulis semula dalam ayat yang betul (C1, PLO6)</p>
4	SUM3011 BAHASA MELAYU 2	<p><b>BAHASA MELAYU2</b> memberi pengetahuan penggunaan tatabahasa yang betul dalam situasi yang berbeza. Kursus ini juga memberi panduan kepada pelajar cara-cara melengkapkan borang dan menulis surat permohonan serta resume yang sesuai dengan alam pekerjaan.</p> <p><b>Credit Value : 1</b> <b>Prerequisite : None</b></p>	<p>1. Memahami bentuk-bentuk komunikasi (P2, LD2)</p> <p>2. Menggunakan bahasa yang sesuai mengikut situasi sebenar (C2, LD1)</p> <p>3. Mengenalpasti panduan menulis borang dan dokumen yang berkaitan dengan pekerjaan (C2, LD1)</p>
2	DUF10012 BAHASA ARAB 1	<p><b>BAHASA ARAB 1</b> dibentuk untuk membina kemahiran mendengar dan bertutur dalam Bahasa Arab. Pelajar akan diperkenalkan dengan bunyi-bunyi vokal dan konsonan Bahasa Arab. Ganti Nama Diri akan digunakan sebagai paksi kepada 14 bentuk perubahan kata Bahasa Arab. Pendekatan komunikasi akan diterapkan melalui dialog-dialog yang memberi penekanan kepada konteks sebenar komunikasi dan gaya bahasa yang diperlukan. Pelajar akan mampu untuk menuturkan frasa-frasa mudah dalam konteks komunikasi harian.</p> <p><b>Credit Value : 2</b> <b>Prerequisite : None</b></p>	<p>CLO1 : Memberi respon yang sesuai kepada pelbagai stimulus dengan menggunakan intonasi dan bunyi yang betul (A2 , CLS 3b)</p> <p>CLO2 : Mempamerkan cara berinkteraksi yang baik dalam pelbagai situasi melalui sumbangan idea yang berkaitan dengan situasi yang berlaku dalam kehidupan seharian (A3 , CLS 3b)</p> <p>CLO3 : Menyumbang idea yang sesuai dan tersusun bagi menunjukkan kemampuan belajar secara berdikari dalam mengumpul maklumat (A2 , CLS 4)</p>

1	DUE1012 COMMUNICATIVE ENGLISH 1	<p><b>COMMUNICATIVE ENGLISH 1</b> focuses on developing students' speaking skills to enable them to communicate effectively and confidently in group discussions and in a variety of social interactions. It is designed to provide students with appropriate reading skills to comprehend a variety of texts. It is also aimed to equip students with effective presentation skills.</p> <p><b>CREDIT(S) : 2</b></p> <p><b>PREREQUISITE(S) : None</b></p>	<p>1. apply appropriate language and communication skills in discussions and conversations. (C3)</p> <p>2. apply effective listening skills to demonstrate comprehension of audio recordings in a variety of situations. (C3)</p> <p>3. comprehend a variety of reading texts by applying effective reading skills. (C2)</p> <p>4. write in response to a stimulus using appropriate language. (C3)</p> <p>5. deliver an effective presentation using appropriate visual aids, verbal and non-verbal communication skills.(C3, A3)</p>
1	DUE10012 COMMUNICATIVE ENGLISH 1	<p><b>COMMUNICATIVE ENGLISH 1</b> focuses on developing students' speaking skills to enable them to communicate effectively and confidently in group discussions and in a variety of social interactions. It is designed to provide students with appropriate reading skills to comprehend a variety of texts. The students are equipped with effective presentation skills as a preparation for academic and work purposes.</p> <p><b>CREDIT VALUE : 2</b></p> <p><b>PREREQUISITE : None</b></p>	<p>CLO1 : Participate in a discussion using effective communication and social skills to reach an amicable conclusion by accommodating differing views and opinions ( A3 , CLS 3b )</p> <p>CLO2 : Demonstrate awareness of values and opinions embedded in texts on current issues ( A3 , CLS 3b )</p> <p>CLO3 : Present a topic of interest that carries identifiable values coherently using effective verbal and nonverbal communication skills ( A2 , CLS 4 )</p>

1	<b>MPU22053</b> <b>ENGLISH FOR DIGITAL TECHNOLOGY</b>	<p><b>ENGLISH FOR DIGITAL TECHNOLOGY</b> emphasises the skills required at the workplace to describe products or services as well as processes or procedures related to Digital Technology. This course will also enable students to make and reply to enquiries and complaints related to the field of Digital Technology.</p> <p><b>CREDIT VALUE : 3</b></p> <p><b>PREREQUISITE : None</b></p>	<p>CL01 : Describe products and services related to Digital Technology effectively through presentations by highlighting its features and characteristics that appeal to specific audience ( A3 , CLS 3b )</p> <p>CL02 : Describe processes, procedures and instructions related to Digital Technology clearly by highlighting information of concern ( A3 , CLS 4 )</p> <p>CL03 : Demonstrate effective communication and social skills in handling enquiries and complaints related to Digital Technology amicably and professionally ( A3 , CLS 3b )</p>
3	<b>DUE3012</b> <b>COMMUNICATIVE ENGLISH 2</b>	<p><b>COMMUNICATIVE ENGLISH 2</b> emphasises the skills required at the workplace to describe products or services as well as processes or procedures. It also focuses on the skills to give and respond to instructions. This course will also enable students to make and reply to enquiries and complaints.</p> <p><b>CREDIT(S) : 2</b></p> <p><b>PREREQUISITE(S) : DUE1012</b>  <b>Communicative English 1</b></p>	<ol style="list-style-type: none"> <li>1. describe products or services related to their field of studies using appropriate language. (C3, A3)</li> <li>2. transfer information of a process or procedure accurately from linear to nonlinear form and vice versa. (C3)</li> <li>3. listen and respond to enquiries using appropriate language. (C3)</li> <li>4. make and respond to complaints using appropriate language. (C3)</li> </ol>

3	<b>DUE30022</b> <b>COMMUNICATIVE ENGLISH 2</b>	<p><b>COMMUNICATIVE ENGLISH 2</b> emphasises the skills required at the workplace to describe products or services as well as processes or procedures. This course will also enable students to make and reply to enquiries and complaints.</p> <p><b>CREDIT VALUE : 2</b></p> <p><b>PREREQUISITE(S) : DUE10012</b></p> <p><b>Communicative English 1</b></p>	<p>CL01 : Describe a product or service effectively by highlighting its features and characteristics that appeal to a specific audience ( A3 , CLS 3b )</p> <p>CL02 : Describe processes, procedures and instructions clearly by highlighting information of concern ( A3 , CLS 4 )</p> <p>CL03 : Demonstrate effective communication and social skills in handling enquiries and complaints amicably and professionally ( A3 , CLS 3b )</p>
4	<b>DUE5012</b> <b>COMMUNICATIVE ENGLISH 3</b>	<p><b>COMMUNICATIVE ENGLISH 3</b> aims to develop the necessary skills in students to analyse and interpret graphs and charts from data collected as well as job hunting mechanics. Students will learn to present data through the use of graphs and charts. Students will learn the process of job hunting which includes job search strategies and</p>	<p>1. Describe and analyze information contained in graphs and charts clearly and accurately based on a mini project. (C4, A3)</p> <p>2. Write an effective resume and a supporting cover letter for a relevant job opening. (C3)</p>
		<p>making enquiries. They will also learn to write resumes and cover letters. The students will develop skills to introduce themselves, highlight their strengths and abilities, present ideas, express opinions and respond appropriately during job interviews.</p> <p><b>CREDIT(S) : 2</b></p> <p><b>PREREQUISITE(S) : DUE3012</b></p> <p><b>Communicative English 2</b></p>	<p>3. Handle a job interview effectively and confidently. (C3)</p>

4	<p style="text-align: center;"><b>DUE50032</b></p> <p style="text-align: center;"><b>COMMUNICATIVE ENGLISH 3</b></p>	<p><b>COMMUNICATIVE ENGLISH 3</b> aims to develop the necessary skills in students to analyse and interpret graphs and charts from data collected as well as to apply the job hunting mechanics effectively in their related fields. Students will learn to gather data and present them through the use of graphs and charts. Students will also learn basics of job hunting mechanics which include using various job search strategies, making enquiries, and preparing relevant resumes and cover letters. The students will develop communication skills to introduce themselves, highlight their strengths and abilities, present ideas, express opinions and respond appropriately during job interviews.</p> <p><b>CREDIT VALUE : 2</b></p> <p><b>PREREQUISITE(S) : DUE30022</b></p> <p><b>Communicative English 2</b></p>	<p>CLO1 : Present gathered data in graphs and charts effectively using appropriate language forms and functions ( A2 , CLS 3b )</p> <p>CLO2 : Prepare a high impact resume and a cover letter, highlighting competencies and strengths that meet employer’s expectations ( A4 , CLS 4 )</p> <p>CLO3 : Demonstrate effective communication and social skills in handling job interviews confidently ( A3 , CLS 3b )</p>
4	<p style="text-align: center;"><b>MPU4013</b></p> <p style="text-align: center;"><b>ENGLISH FOR DIGITAL TECHNOLOGY</b></p>	<p><b>ENGLISH FOR DIGITAL TECHNOLOGY</b> course is a necessary component in the field of Digital Technology. The course is designed to prepare students to perform effectively in their workplace as English is usually the medium of communication in the ICT world. This is also in line with the needs of the industries that need graduates who can communicate in English.</p> <p><b>CREDIT VALUE : 3</b></p> <p><b>PREREQUISITES : None</b></p>	<p>CLO 1 : Describe products/services and processes/procedures related to their field of studies using appropriate language. (C3, A3, PLO 1, PLO 3)</p> <p>CLO 2 : Listen and respond to enquiries using appropriate language (C4, A3, PLO1, PLO 3)</p> <p>CLO 3 : Make and respond to complaints using appropriate language (C4, A3, PLO 1, PLO 3)</p> <p>CLO 4 : Apply job hunting mechanics appropriately (C3, A3, PLO 1, PLO 3)</p>

<p style="text-align: center;"><b>1 (PRE-DIPLOMA)</b></p>	<p style="text-align: center;"><b>PUE1014</b> <b>ENGLISH (SCIENCE)</b></p>	<p><b>ENGLISH 1 (SCIENCE)</b> is designed specifically for Pre-Diploma Science students intending to pursue a Diploma programme in the polytechnic. It focuses on providing students with necessary language skills that could help them to scaffold their language ability. It also aims to provide students with ample opportunities to use the language effectively and meaningfully through various forms of tasks and activities.</p> <p><b>CREDIT(S) : 4</b></p> <p><b>PREREQUISITE(S) : None</b></p>	<ol style="list-style-type: none"> <li>1. Read and respond to questions based on reading texts (C3)</li> <li>2. Carry out an oral presentation (C2, A2)</li> <li>3. Listen and respond to questions based on audio texts (C2)</li> <li>4. Write an opinion essay using appropriate language and structure (C3)</li> </ol>
<p style="text-align: center;"><b>1 (PRE-DIPLOMA)</b></p>	<p style="text-align: center;"><b>PUE2014</b> <b>ENGLISH (SCIENCE)</b></p>	<p><b>ENGLISH 2 (SCIENCE)</b> is designed specifically for pre-diploma science students intending to pursue a diploma programme in the Polytechnic. Students are taught to employ necessary language skills to listen and comprehend audio texts, describe places of interest and gadgets and provide information in a written form. Student centred activities are carried out to enable students to communicate effectively, as well as, meet the required standards of English courses at diploma level.</p> <p><b>CREDIT(S) : 4</b></p> <p><b>PREREQUISITE(S) : PUE1014 ENGLISH 1 (SCIENCE)</b></p>	<ol style="list-style-type: none"> <li>1. Listen and comprehend audio texts on healthy lifestyles (C2)</li> <li>2. Describe places of interest using appropriate language (C2)</li> <li>3. Produce a newsletter using appropriate language and format (C3)</li> <li>4. Present a description of a gadget clearly and confidently (C3, A2)</li> </ol>

1 (PRE-DIPLOMA)	PUE1024 - ENGLISH (COMMERCE)	<p><b>ENGLISH (COMMERCE)</b> is designed specifically for pre-diploma Commerce students intending to pursue a diploma programme in any of the polytechnics. It aims to guide and facilitate students' learning through various activities and develop their skills in listening, speaking, reading and writing. Opportunities are provided for the students to use their knowledge in speaking and writing creatively. It increases students' confidence in using the language</p> <p><b>CREDIT(S) : 4</b></p> <p><b>PREREQUISITE(S) : None</b></p>	<ol style="list-style-type: none"> <li>1. Make and respond to different types of Wh-questions using appropriate language. (C3)</li> <li>2. Describe and compare characteristics of people using appropriate language structure. (C3)</li> <li>3. Read and answer comprehension questions based on a variety of texts. (C3)</li> <li>4. Write a short essay using appropriate structure and language. (C3)</li> <li>5. Respond to topics of interest in written form. (C3)</li> </ol>
2	SUE2011 ENGLISH FOR COMMUNICATION 1	<p><b>ENGLISH FOR COMMUNICATION ONE (1)</b> is to enhance students' abilities to read and write in the English language. In this course, students will be dealing with two types of document: notices / posters as well as emails. Exposure will be given not only on the understanding of these document but also the production of them.</p> <p><b>Credit Value : 1</b></p> <p><b>Prerequisite : None</b></p>	<ol style="list-style-type: none"> <li>1. Extract the important / desired information from the provided notices / posters. (C2, PLO3)</li> <li>2. Produce attractive and informative notices / posters. (C3, PLO3)</li> <li>3. Reply to and write comprehensible emails. (C3, PLO3)</li> </ol>

<b>3</b>	<b>SUE3011</b> <b>ENGLISH FOR COMMUNICATION 2</b>	<p><b>ENGLISH FOR COMMUNICATION TWO (2)</b> still stresses on reading and writing skills. Nonetheless, there is an extra element in which students are expected to carry out a demonstrative presentation. The main topic of this course is instruction. Students will be exposed to a few written instructions. They would also receive guidance in writing instructions as well as carrying out a demonstration with the help of effective visual aids.</p> <p><b>Credit Value - 1</b></p> <p><b>Prerequisite - None</b></p>	<ol style="list-style-type: none"> <li>1. Extract the salient information from written documents in regards to instructions at the workplace. (C2, PLO1)</li> <li>2. Produce a simple but comprehensible manual on a selected instruction which is related to the student's discipline. (C3, PLO3)</li> <li>3. Demonstrate the correct method or way of doing something based on the provided instruction manual to a target audience effectively with the help of prepared visual aids. (C3, PLO3)</li> </ol>
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#### 4.2.4 LABORATORY FACILITIES IN GENERAL STUDIES DEPARTMENT

NO	LABORATORY	LABORATORY SUPERVISOR
1	MAKMAL BAHASA 1	MOHD AMIR BIN OTHMAN
2	MAKMAL BAHASA 2	MOHD AMIR BIN OTHMAN
3	MAKMAL BAHASA 3	MOHD AMIR BIN OTHMAN

### 4.3 SPORTS, CO-CURRICULUM, CULTURE AND HERITAGE DEPARTMENT

The involvement in co-curriculum creates opportunities for students to develop their talents and interests. To achieve these require commitment, innovation and creativity from both educators and students. It also includes outdoor activities such as sports, uniform units, clubs and societies. The activities should consist of elements that support the physical, emotional, spiritual and intellectual aspects in line with the National Philosophy of Education.

The Sports Unit is responsible for :

- managing sports activities inside and outside PTSS compound
- planning and ensuring sports activities are carried out accordingly
- monitoring and keeping record of PTSS athletes
- managing and maintaining the sports facilities
- developing individuality in spiritual, physical and intellectual

#### 4.3.1 DEPARTMENT ORGANISATION CHART



### 4.3.2 SPORTS, CO-CURRICULUM, CULTURE AND HERITAGE DEPARTMENT STAFS

NO	NAME	DESIGNATION	CONTACT NO	EMAIL
1	Johanis Bin Mohd Jamil	Head of Department	04-988 1378	johanis@ptss.edu.my
2	Imran Syafik Bin Ahmad	Youth and Sports Officer	04-988 6340	imran@ptss.edu.my
3	Saiful Bin Ishak	Operation Assistant	04-988 6344	saifulishak@ptss.edu.my

### 4.3.3 SYPNOSIS AND COURSE LEARNING OUTCOME

SEMESTER	COURSE	SYPNOSIS	COURSE LEARNING OUTCOME (CLO)
1	MPU24011 SUKAN	<b>SUKAN</b> adalah aktiviti yang mengandungi latihan kemahiran berguna secara rekreasi dan peraturan-peraturan tertentu dalam mengejar kecemerlangan bagi penguasaan pengetahuan dan kemahiran khusus secara holistik bagi mengukuhkan pembentukan kemahiran insaniah pelajar yang positif	CLO1 : Mempamerkan kemahiran khusus bagi kursus berkaitan ( P2 , CLS 4 )  CLO2 : Menunjukkan kepimpinan dan kerja berpasukan berdasarkan penguasaan kemahiran dan amalan positif ( A3 , CLS 3d )
2	MPU24021 KELAB	<b>KELAB</b> memfokuskan kepada penguasaan pengetahuan dan kemahiran khusus secara holistik bagi mengukuhkan pembentukan kemahiran insaniah pelajar yang positif.	CLO1 : Mempamerkan kemahiran khusus bagi kursus berkaitan ( P2 , CLS 4 )  CLO2 : Menunjukkan kepimpinan dan kerja berpasukan berdasarkan penguasaan kemahiran dan amalan positif ( A3 , CLS 3d )

3	MPU24611 - ASKAR WATANIAH 1 MPU24711 - ASKAR WATANIAH 2	<p><b>ASKAR WATANIAH</b> memfokuskan kepada penguasaan pengetahuan dan kemahiran khusus secara holistik bagi mengukuhkan pembentukan kemahiran insaniah pelajar yang positif</p>	<p>CLO1 : Mempamerkan kemahiran khusus bagi kursus berkaitan ( P2 , CLS 4 )</p> <p>CLO2 : Menunjukkan kepimpinan dan kerja berpasukan berdasarkan penguasaan kemahiran dan amalan positif ( A3 , CLS 3d )</p>
4	MPU24661 - PENGAKAP KELANA 1 MPU24761 - PENGAKAP KELANA 2	<p><b>PENGAKAP KELANA</b> memfokuskan kepada penguasaan pengetahuan dan kemahiran khusus secara holistik bagi mengukuhkan pembentukan kemahiran insaniah pelajar yang positif</p>	<p>CLO1 : Mempamerkan kemahiran khusus bagi kursus berkaitan ( P2 , CLS 4 )</p> <p>CLO2 : Menunjukkan kepimpinan dan kerja berpasukan berdasarkan penguasaan kemahiran dan amalan positif ( A3 , CLS 3d )</p>
5	MPU24691 - RELASIS 1 MPU24791 - RELASIS 2	<p><b>RELASIS</b> memfokuskan kepada penguasaan pengetahuan dan kemahiran khusus secara holistik bagi mengukuhkan pembentukan kemahiran insaniah pelajar yang positif</p>	<p>CLO1 : Mempamerkan kemahiran khusus bagi kursus berkaitan ( P2 , CLS 4 )</p> <p>CLO2 : Menunjukkan kepimpinan dan kerja berpasukan berdasarkan penguasaan kemahiran dan amalan positif ( A3 , CLS 3d )</p>

6	<b>MPU24651 - PISPA 1</b> <b>MPU24751 - PISPA 2</b>	<b>PISPA</b> memfokuskan kepada penguasaan pengetahuan dan kemahiran khusus secara holistik bagi mengukuhkan pembentukan kemahiran insaniah pelajar yang positif	CLO1 : Mempamerkan kemahiran khusus bagi kursus berkaitan ( P2 , CLS 4 )  CLO2 : Menunjukkan kepimpinan dan kerja berpasukan berdasarkan penguasaan kemahiran dan amalan positif ( A3 , CLS 3d )
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## **5.0 SUPPORTING SERVICES**

### **3.1 STUDENT AFFAIRS DEPARTMENT (HEP)**

Our role is to contribute to the mission of Politeknik Tuanku Syed Sirajuddin (PTSS) by partnering with other academic and administrative units to provide professional, creative, accessible, and high-quality services. To fulfill this role, Student Affairs Department seeks to create an environment that is caring and positive for students; practice champion cultural sensitivity and inclusiveness; provide coordinated services to ensure the student-focused and technologically up to date; and respond positively to change.

Our vision is to eliminate barriers and create opportunities that enable all students to experience success. Our actions are guided by these values:

- the well-being of all students
- innovation in problem solving
- the positive affirmation of student achievement
- professionalism and ethical behavior
- cooperative and collaborative efforts that include enthusiasm, respect, and humor

To accomplish our mission, Student Affairs Department has established the following goals:

- increase retention and completion rates of students
- develop capacity to deliver services to all campus sites
- institute data-driven analysis for planning and decision-making
- improve attitudes toward and participation in student activities and services
- increase new student enrollment at class, overall and in specified programs

The Student Affairs Department is responsible for managing :

- student admission and registration
- scholarships
- residential college
- discipline and student behavior

- registration of students' vehicle
- student's activities through club / society
- alumni
- Student Representatives Committee (MPP)
- student insurance

### 5.1.1 DEPARTMENT ORGANISATION CHART



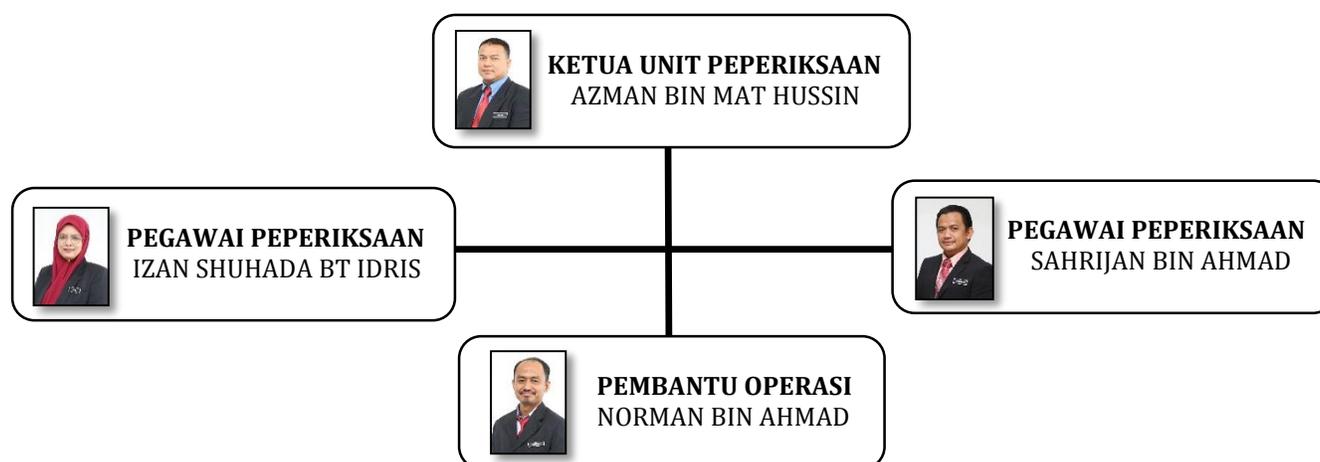
### 5.1.2 STUDENT AFFAIRS DEPARTMENT CONTACT PERSONNEL

NO	NAME	DESIGNATION	CONTACT NO	EMAIL
1	Mazrul Hisyam Bin Mat Ali	Head Of Department	0 12-5255033	mazrul@ptss.edu.my
2	Zulina Binti Yusoff	Student Affairs Officer (Welfare & Discipline )	012-5529853	zulina@ptss.edu.my
3	Azlida Binti Abdullah	Student Affairs Officer (Welfare)	0 19-3271369	azlida@ptss.edu.my
4	Syazwani Binti Sobri	Student Affairs Officer (Pd)	0 14-6126367	syazwani@ptss.edu.my
5	Mohamad Hairi Bin Othman	Operation Assistant	0 12-3675029	mohamadhairi@ptss.edu.my
6	Nurul Hayati Binti Muda	Administrative Assistant	0 19-4150773	hayatimuda@ptss.edu.my
7	Rosnaniwati Binti Che Abdullah	Administrative Assistant	0 13-4301757	rosnaniwati@ptss.edu.my

## 5.2 EXAMINATION UNIT

Every Polytechnic under the Ministry of Higher Education responsible for providing guidance on learning, assessment, control and conduct of the examination. Conferment of Certificate and Diploma to each student is subject to approval and confirmation of Board of Examination and Certificate / Diploma Polytechnic after students have passed all examinations and meet all the requirements of the course. Polytechnic Examination Unit is the unit where responsible for planning, managing and implementing all activities related to student assessment based on the guidelines and evaluation set.

### 5.2.1 EXAMINATION UNIT ORGANISATION CHART



### 5.2.2 EXAMINATION UNIT CONTACT PERSONNEL

NO	NAME	DESIGNATION	CONTACT NO	EMAIL
1	Azman Bin Mat Hussin	Head of Unit	04-9886388	azman@ptss.edu.my
2	Izan Shuhada Binti Idris	Examinations Officer	04-9881030	izanshuhada@ptss.edu.my
3	Sahrijan Bin Ahmad	Examinations Officer	04-9881037	sahrijan@ptss.edu.my
4	Norman Bin Ahmad	Operation Assistant	04-9886386	normanahmad@ptss.edu.my

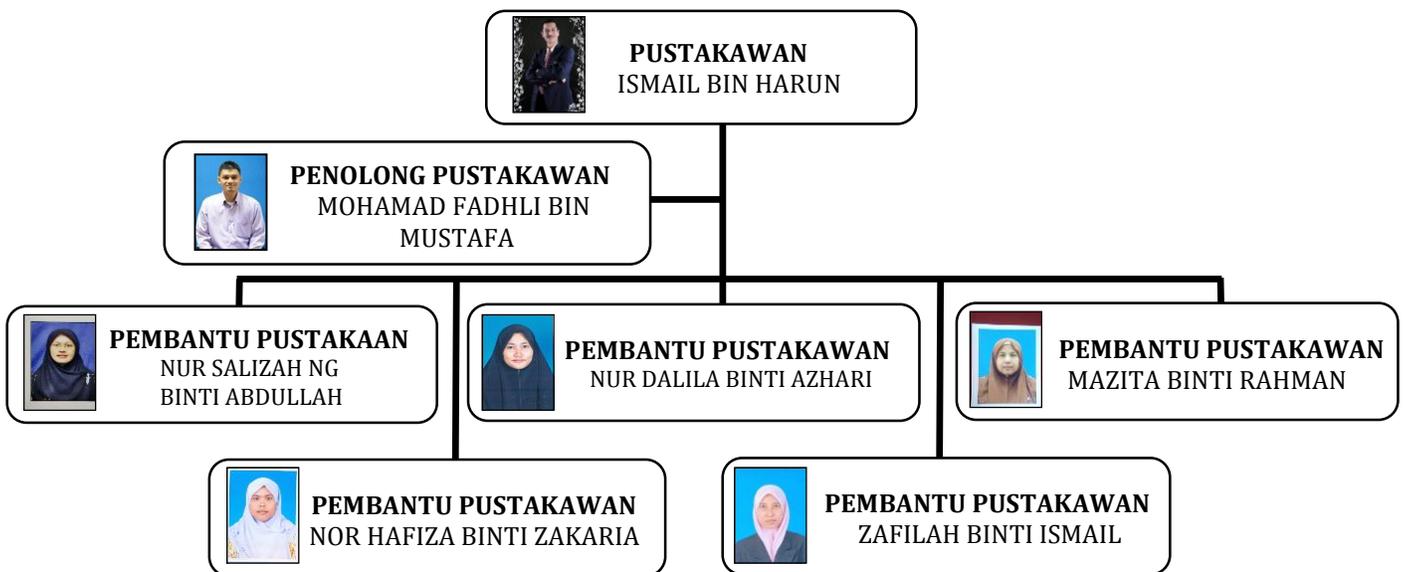
### 5.3 LIBRARY UNIT

The library provides quality and up-to-date information to everyone in terms of managing and providing access to information resources. Taking the role as a centre of knowledge, the library acts as a catalyst and assists in the teaching and learning and research in the process of producing creative and innovative semiprofessional.

The Library Unit is also an instrument in inculcating the reading culture among PTSS and the local communities through an ongoing reading campaign. Among the many objectives of the library unit are:

- to acquire relevant and current information for reference
- to manage a collection of information using a standard system for easy access.
- to provide quality information service and cultivate interest in reading
- to support the organization’s objectives in teaching, learning and research.

#### 5.7.1 LIBRARY UNIT ORGANISATION CHART



### 5.3.2 LIBRARY UNIT CONTACT PERSONNEL

NO	NAME	DESIGNATION	CONTACT NO	EMAIL
1	Ismail Bin Harun	Librarian	04-9886377	ismail@ptss.edu.my
2	Mohamad Fadhli Bin Mustafa	Assistant Librarian	04-9886378	mfadhlimustafa@ptss.edu.my
3	Nur Salizah Ng Abdullah	Assistant Librarian	04-9881672	nursalizah@ptss.edu.my
4	Nur Dalila Bt Azahari	Assistant Librarian	04-9881672	dalilaazhari@ptss.edu.my
5	Nor Hafiza Bt Zakaria	Assistant Librarian	04-9881672	hafiza@ptss.edu.my
6	Zafilah Bt Ismail	Assistant Librarian	04-9881672	zafilah@ptss.edu.my
7	Mazita Bt Rahman	Assistant Librarian	04-9881672	mazitarahman@ptss.edu.my

## 5.4 LIAISON & INDUSTRIAL TRAINING UNIT

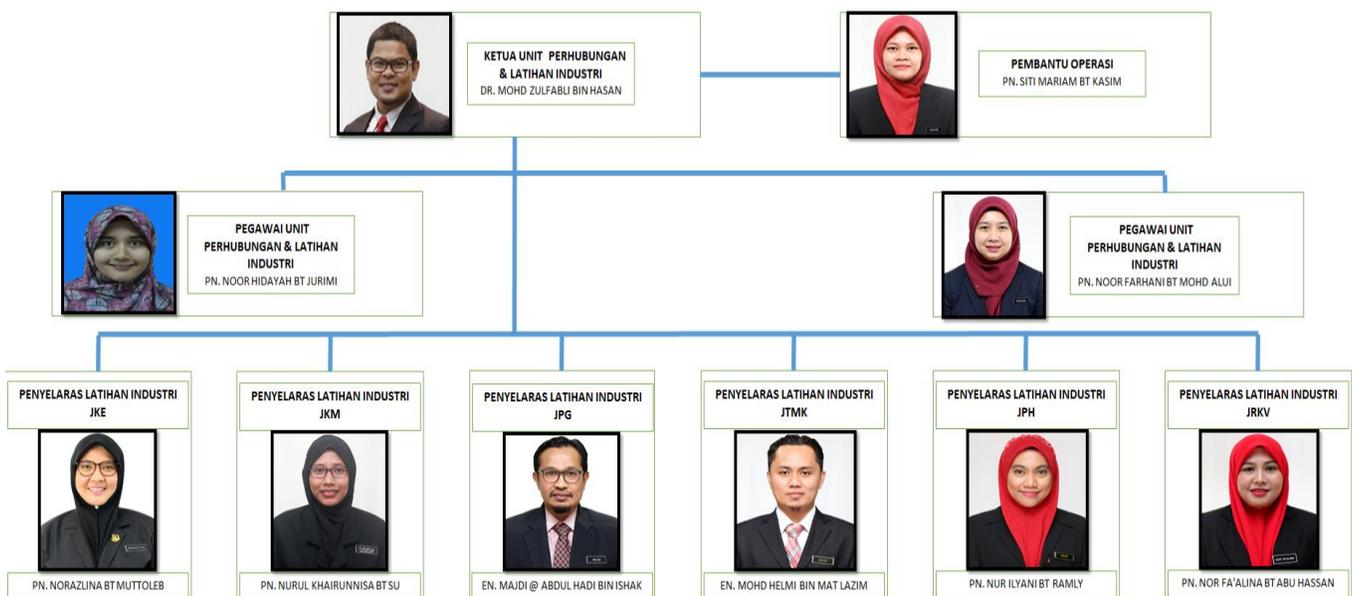
The Liaison & Industrial Training Unit (UPLI) is responsible for managing students' industrial training affairs. Students will be assigned to a particular organization during their training period based on their respective fields of study.

The placement process is finalised before training commences. Students are constantly advised to maintain a high level of discipline. They should abide by the rules and regulations of both the polytechnic and organization. Organizations are advised to consult the polytechnic immediately if there are any disciplinary problems.

The objectives of this programme can be summarized as follows:

- to foster a positive character and traits among students
- to develop better communication skills
- to practise good work ethics and conform to rules and regulations
- to expose students to the working environment
- to produce daily report on the training

### 5.4.1 LIASON & INDUSTRIAL TRAINING UNIT ORGANISATION CHART



#### 5.4.2 LIAISON & INDUSTRIAL TRAINING UNIT CONTACT PERSONNEL

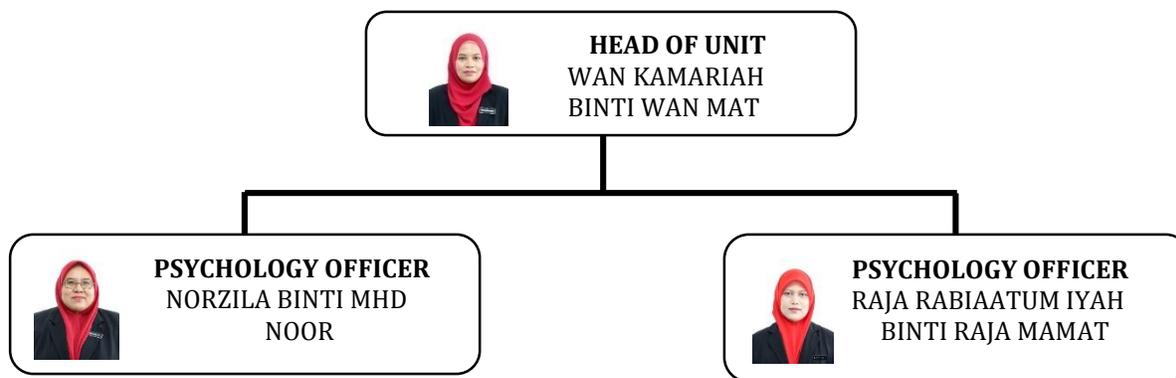
NO	NAME	DESIGNATION	CONTACT NO	EMAIL
1	Dr. Mohd Zulfabli Bin Hasan	Head of Unit	04-9886244	zulfabli@ptss.edu.my
2	Noor Farhani Binti Mohd Alui	Liaison & Industrial Training Officer	04-9881020	farhani@ptss.edu.my
3	Noor Hidayah Binti Jurimi	Liaison & Industrial Training Officer	04-9881021	noorhidayah@ptss.edu.my
4	Siti Mariam Binti Kasim	Operation Assistant	04-9886243	mariamsyaqis@gmail.com
5	Norazlina Binti Muttaleb	Liaison & Industrial Training Officer of Electrical Department	04-9886234	norazlina.muttaleb@gmail.com
6	Nurul Khairunnisa Binti Su	Liaison & Industrial Training Officer of Mechanical Department	04-9886200	nisa1811@gmail.com
7	Majdi @ Abdul Hadi Bin Ishak	Liaison & Industrial Training Officer of Business Department	04-9886200	majdiishak@ptss.edu.my
8	Mohd Helmi Bin Mat Lazim	Liaison & Industrial Training Officer of Information Technology Department	04-9886200	helmi@ptss.edu.my
9	Nur Ilyani Binti Ramly	Liaison & Industrial Training Officer of Hospitality Department	04-9886200	nurilyani.85@gmail.com
10	Nor Fa'alina Binti Abu Hassan	Liaison & Industrial Training Officer of Art and Visual Design Department	04-9886200	norfaalina@gmail.com

## 5.5 PSYCHOLOGY MANAGEMENT UNIT

The Psychology Management Unit works on implementing the Human Capital Development program based on psychological approaches which include aspects of development, prevention, rehabilitation and intervention. In addition, this unit also provides counseling and professional guidance to ensure semiprofessional work force is well balanced mentally and physically. The Psychology Management Unit is responsible for:

- raising self-awareness and surroundings
- highlighting ones' potential
- developing multi skills
- promoting studies opportunities
- assessing student's interests, personality, values and skills, and helps them to explore career options

### 5.5.1 PSYCHOLOGY MANAGEMENT UNIT ORGANISATION CHART



### 5.5.2 PSYCHOLOGY MANAGEMENT UNIT CONTACT PERSONNEL

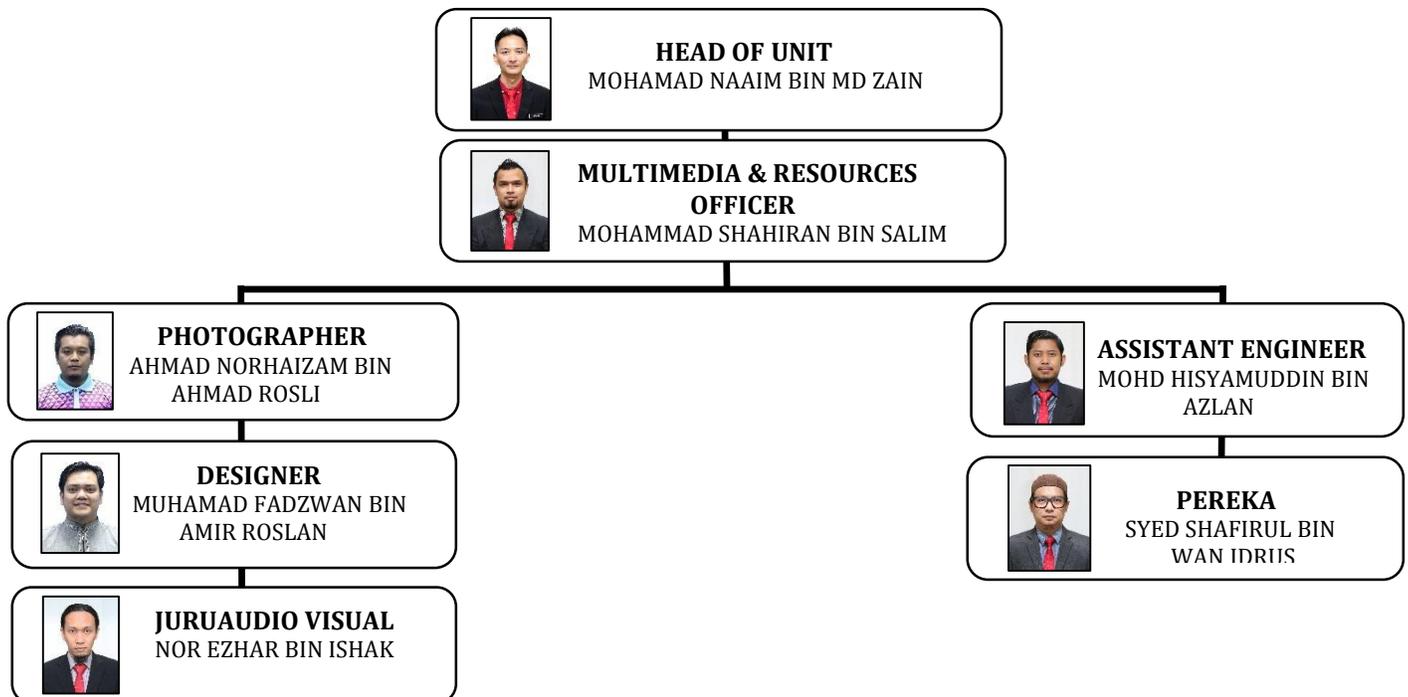
NO	NAME	DESIGNATION	CONTACT NO	EMAIL
1	Wan Kamariah Binti Wan Mat	Head of Unit	04-9886208	kamariah@ptss.edu.my
2	Norzila Binti Mhd Noor	Psychology Officer	04-9886205	norzila@ptss.edu.my
3	Raja Rabiaatum Adawiyah Bt Raja Mamat	Psychology Officer	04-9881100	rabiaatum@ptss.edu.my

## 5.6 INSTRUCTIONAL DEVELOPMENT AND MULTIMEDIA UNIT

The Instructional Development and Multimedia Unit (UIDM) is one of the support unit for Academic and Administration in PTSS. The main functions are :

- Advising and guiding in Instructional Development for the purpose of Learning and Teaching.
- Provide sufficient skill and Audio Visual equipment for any activities (on campus/outside of campus) based on frequent application.
- Supervise in-term of skill and facilities/equipment for any activities by students/lecturers.
- UIDM as Audio Visual Committee for any major events on campus such as Convocation, Students Registration Day, major celebrations and assembly.
- Documentation Record any events on/off campus through video and photo for the purpose of archives.
- As committee for Design & Printing for most of the major events on campus.

### 5.6.1 INSTRUCTIONAL DEVELOPMENT AND MULTIMEDIA UNIT ORGANISATION CHART



## 5.6.2 INSTRUCTIONAL DEVELOPMENT AND MULTIMEDIA UNIT CONTACT PERSONNEL

NO	NAME	DESIGNATION	CONTACT NO	EMAIL
1	Mohamad Naaim Bin Md Zain	Head of Unit (Multimedia & Resources Officer)	04-9886380	mohamadnaaim@ptss.edu.my
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5	Syed Shafirul Bin Wan Idrus	Designer	04-9881690	shafirul@ptss.edu.my
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7	Nor Ezhar Bin Ishak	Juruaudio Visual	04-9881690	ezhar@ptss.edu.my

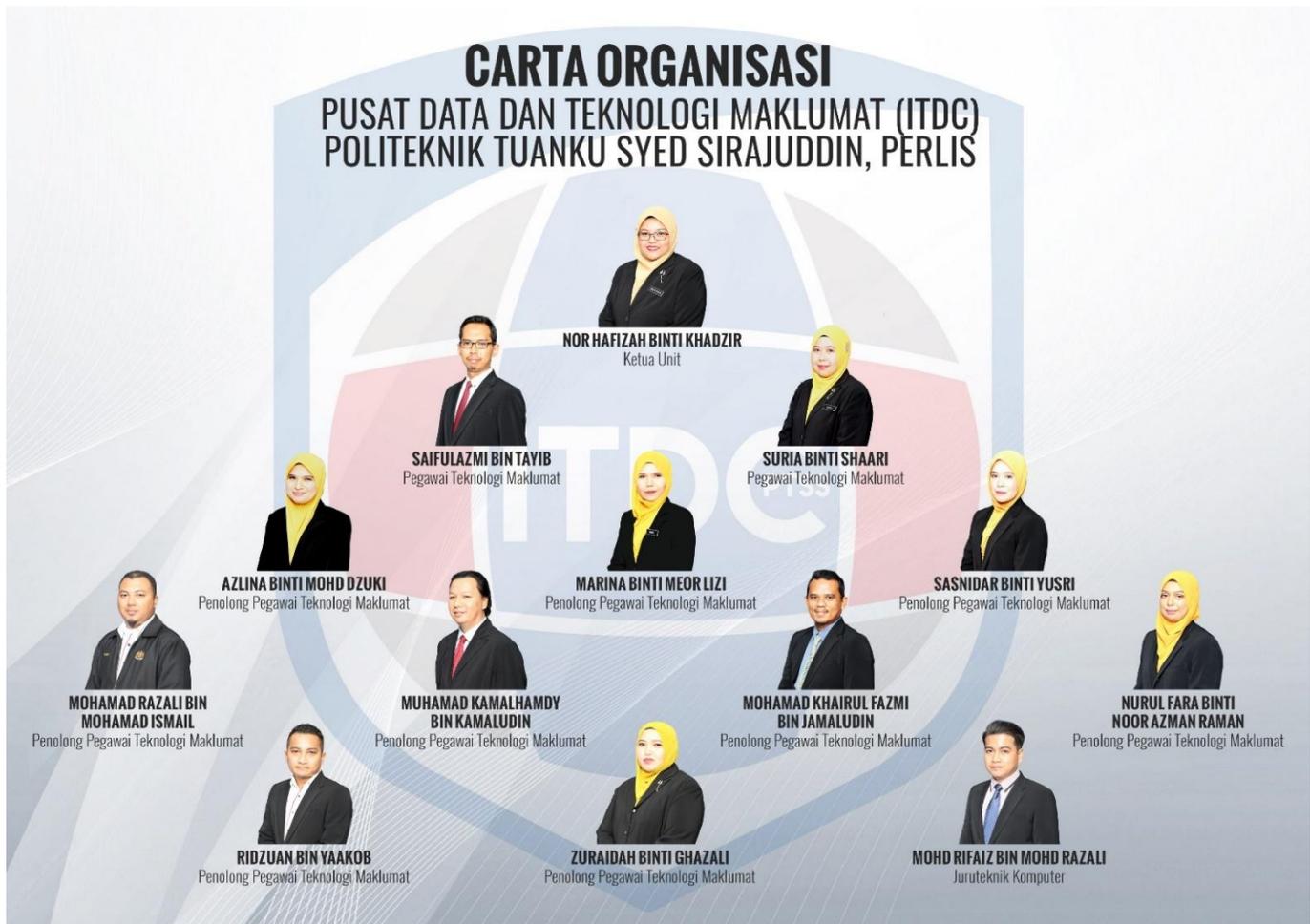
## 5.7 INFORMATION TECHNOLOGY AND DATA CENTER

The Information Technology and Data Center (ITDC) is one of the support unit for Academic and Administration in PTSS that provides ICT services for management, teaching and learning activities.

Among the scope of duties and responsibilities of ITDC are:

- Management of Campus Network System
- Management of ICT Equipment Maintenance
- Management of Polytechnic Information Management System (SPMP)
- Management of Staff Attendance System (Net-AIMS)
- Management of ICT Helpdesk System (UTMK2U)
- Management of PTSS Official Website
- Management of Staff Official Email (MyGovUC)
- Management of Server Room
- Management of ICT Asset
- Management of ICT Procurement
- Management of Government Public Key Infrastructure (GPKI)
- Management of Video Conference
- Management of ICT Projects
- Management of Technical Support for Other Systems

## 5.7.1 INFORMATION TECHNOLOGY AND DATA CENTER ORGANISATION CHART



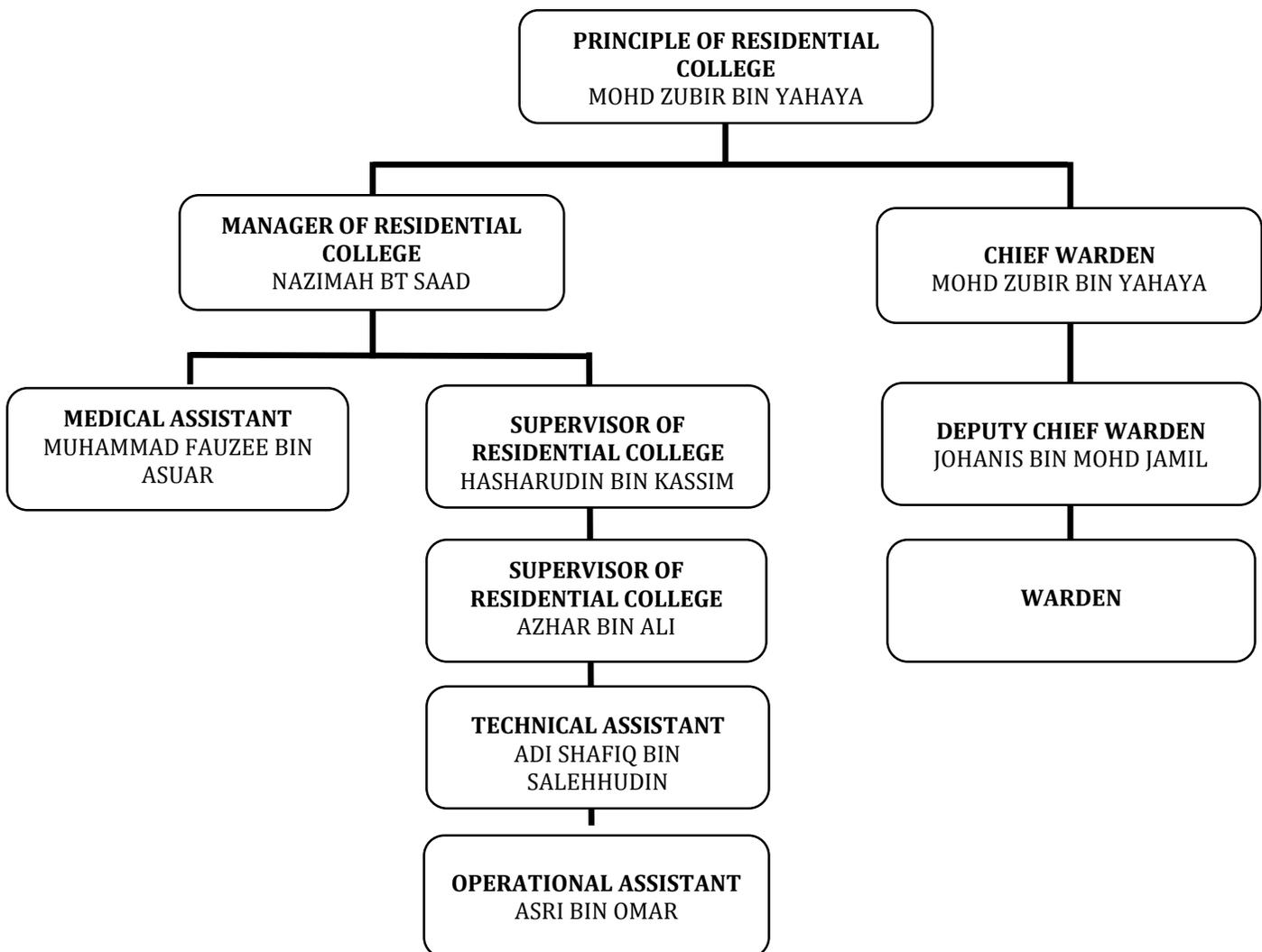
### 5.7.2 INFORMATION TECHNOLOGY DATA CENTRE CONTACT PERSONNEL

NO	NAME	DESIGNATION	CONTACT NO	EMAIL
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## 5.8 RESIDENTIAL COLLEGE

The uniquely modern PTSS hostel can easily accommodate a total of 3600 students. Students in semester one have the opportunity to enjoy the facilities provided on campus in addition to a comfortable and conducive living environment. Students are placed in the hostel to instill good learning habit, moral values, integration and friendship among students of different race, religion and culture.

### 5.8.1 RESIDENTIAL COLLEGE ORGANISATION CHART



## 5.8.2 RESIDENTIAL COLLEGE CONTACT PERSONNEL

NO	NAME	DESIGNATION	CONTACT NO	EMAIL
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