

PKEE (Sem 3), PKEE Fast Track (Sem 2) AND MKEE (Sem 2) FIRST STAGE EVALUATION (PROPOSAL DEFENSE)

TASK	DATE	ACTION
Begin		
(1) Submit Title & Synopsis	Before 12.00 noon 12 November 2020 (Week 4)	<ul style="list-style-type: none"> • Submit Title and Synopsis to the school. • Use RP 3-1 Form (certified by supervisor). • Please propose 3 evaluators together with your synopsis. • Submit together the RP3-2 form: Proposal Evaluator Nomination form. <p>Action : Student</p>
(2) Submit Proposal to Faculty	Before 12.00 noon, 15 November 2020 (Week 5)	<ul style="list-style-type: none"> • Submit a proposal report to the school through email in PDF format. All copies must be certified by supervisor (front cover scanned) in the PDF proposal. 20-30 pages (PhD - PKEE) 15-20 pages (Master - MKEE) • Use the following emails to submit the proposal in PDF format. MKEE : research+mkee@fke.utm.my PKEE : research+pkee@fke.utm.my • Name your file as : PROGRAM_your_name_your_supervisor_name.pdf • Where program is either PEE or MEE. e.g. PKEE_Jamal_DrFulan.pdf e.g. MKEE_Abdu1_DrFulan.pdf • Subject of the e-mail MUST be similar to the final name. DO NOT WRITE any other message in the e-mail. <p>Action : Student</p>
(4) Attend Research Seminar	Attend Research Seminar 20 – 31 December 2020 (Week 10-11)	<ul style="list-style-type: none"> • Research Proposal Seminar (MKEE Program)* and First Stage Evaluation (Ph.D Program PKEE)* • Seminar schedule will be notified later through email. • Seminar will be conducted online (until 31 Dec 2020 only). <p>Action : Student / School</p>
(5) Correction (1-6 months)	After Seminar 17 Jan 2021 (Week 14)	<ul style="list-style-type: none"> • Subject to proposal defense result. <p>Action : Student</p>
Finish		

MKE*1814 - PROJECT 1 (TAUGHT COURSE)

TASK	DATE	ACTION
Begin		
(1) Confirmation Letter	Before 12 noon 29 Oct 2020 (Week 2)	Obtain confirmation letter from the faculty office. Action : Student
(2) Submit Synopsis	Before 12 noon 3 Dec 2020 (Week 7)	Submit project synopsis to school's postgraduate office RP 1-1 form (certified by supervisor) Action: Student / Supervisor
(3) Submit Seminar Materials (PPT/PDF)	Before 12.00 noon 7 Jan 2021 (Week 12)	Submission of seminar material through dedicated e-mail to the school (further announcement will be available in the website or sent through email) Action : Student
(4) Attend Seminar	10-14 Jan 2021 (Week 13)	Presentation of seminar will be done Face-to-Face (any changes to mode of seminar will be notified in advance). Presentation will be done at SKE, UTM, Johor. Present RP 1-2 form to all Panels. Seminar timetable will be emailed to you prior to presentation week. Action : Student
(5) Submit report to supervisor	Before 12.00 noon 27 Jan 2021 (Week 15)	Submit project report to supervisor for evaluation. Attach RP 1-3 form in the project report . Action : Student
(6) Mark submission	Before 12.00 noon 18 Feb 2021 (Week 18)	Submit marks to SKE, postgraduate office. Marks can be submitted through email. Email address will be given. Action : Supervisor
Finish		

MKE*1826 – PROJECT 2 (TAUGHT COURSE)

TASK	DATE	ACTION
Begin		
(1) Submit Synopsis	Before 12 noon 3 Dec 2020 (Week 7)	Submit project synopsis to the School of Electrical Engineering (SKE) using RP 2-1 form (certified by supervisor). *** Students fail to submit synopsis will be given FAIL grade *** Action : Student / Supervisor
(2) Submit Seminar Materials (PPT/PDF)	Before 12 noon 14 Jan 2021 (Week 13)	Submission of seminar material through dedicated e-mail to the school (further announcement will be available in the website or sent through email) Action : Student
(3) Attend Final Seminar	17-21 Jan 2021 (Week 14)	Presentation of seminar will be done Face-to-face (any changes to mode of seminar will be notified in advance). Presentation will be done at SKE, UTM, Johor. Present RP 2-2 form to all Panels. Seminar timetable will be emailed to you prior to presentation week. Action : Student
(4) Project Report Submission to supervisor	Before 12.00 noon 27 Jan 2021 (Week 15)	Submit final thesis draft to supervisor for evaluation. Attach RP 2-3 form in the project report . Action : Student
(5) Final Draft of Project Report	Before 12.00 noon 11 Feb 2021 (Week 17)	Submit final project report to the school through email (postgraduate office). This report will be evaluated by a second reader. Action : Student
(6) Mark submission	Before 12.00 noon 18 Feb 2021 (Week 18)	Submit marks to SKE, postgraduate office. Marks can be submitted through email. Email address will be given. Action : Supervisor and Second Reader
(7) Hard-bound thesis submission	Before 12.00 noon 18 Feb 2021 (Week 18)	SUBMIT TO FACULTY: <ul style="list-style-type: none"> • 2 hard-bound thesis (certified by supervisor) & 2 CD's (attach CD to thesis). • 'Thesis submission' form UTM(ps)-07/93(Pind.1/00) • 'Application of Award' form UTM.E/7-7(PS)(Pind.1/98) • Thesis must follow UTM Thesis Format given in the Thesis Manual at http://www.sps.utm.my/ • Thesis for the supervisor should be arranged by the student. Action : Student
Finish		