TM

USER MANUAL

(Lecturer)

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1.0 INTRODUCTION

The Outcome Based Education (OBE) approach is a mandatory requirement for accreditation by Malaysian Qualification Agency (MQA), Engineering Accreditation Council (EAC) and Washington Accord signatories such as the United States, Canada and United Kingdom. Effort to develop the MyOBE system started began in 2004 at the Faculty of Engineering, Universiti Putra Malaysia, culminating in the present system. The system is able to cut down cost, reduce paperwork, analyse trends from generated reports, and enhance real-time monitoring of OBE implementation. The system assists institutions of higher learning (IHLs) in preparing for accreditation and to provide evidence of the attainment of learning outcomes. Although the system was designed for engineering-based programmes, its user-friendliness allows it to be customized to cater for individual programme needs.

MyOBE is designed to be generic for the use of administrators and lecturers in order to manage:

- Teaching and learning process
- Course Outcome assessment
- Programme Outcomes assessment
- Mapping between course outcomes with programme outcomes
- Reports for harmonization and Continual Quality Improvement
- Programme Objective assessment and evaluation

There are 4 process modules:

- Programme Outcomes – attributes that are expected to be attained by the students.
- Teaching and Assessment Plan – planning of course outcomes and course assessment.
- Course Assessment - course assessment mark and course assessment summary.
- Programme Evaluation – programme outcome summative and trend analysis.

Benefits of MyOBE include:

- Reduce cost
- Reduce time
- Minimise paperwork
- Easy customisation – Generic system for ALL
- User-friendly
- Lecturers only do Teaching Plan and enter Assessment Marks
- Real-time monitoring of attainment of outcomes
- Facilitates accreditation exercises
- Automated report generation (see sample reports)
- Trend analyses (trend of student, cohort, course and program)
- Easy access anytime and anywhere

2.0 LEVEL OF USERS

MyOBE is designed for 3 groups of users, namely Lecturer, Head of Department, Administrators or Programme Owner.

Group	Functionalities
Lecturer	▪ View and update personal detail ▪ Change own password ▪ View and manage list of teaching assignment ▪ Download forms ▪ View PEO and PO. ▪ Plan teaching and assessment activities ▪ Enter assessment mark and assessment summary ▪ View generated report.
Head of Department	▪ View and update personal detail ▪ Change own password ▪ View and manage list of teaching assignment ▪ Approve teaching plan. ▪ View and check the status of teaching plan for own department. ▪ Download forms ▪ View PEO and PO. ▪ Plan teaching and assessment activities ▪ Enter assessment mark and assessment summary ▪ View generated report. ▪ Manage timetable
Administrators or Programme Owner	▪ Manage departments ▪ Manage programmes ▪ Manage courses ▪ Manage curriculum ▪ Manage classes ▪ Manage classrooms ▪ Manage examination ▪ Set current semester ▪ Manage student's information ▪ Manage staff's information ▪ Manage group of user

	▪ Set the percentage of attainment for assessment ▪ Activate administration's forms ▪ Activate survey's forms ▪ Invite employer survey ▪ Invite alumni survey ▪ View assessment report ▪ View course report ▪ View form filling statistical report ▪ Manage timetable ▪ View and update personal detail ▪ Change own password ▪ View and manage list of teaching assignment ▪ View and check the status of teaching plan for all departments. ▪ Download forms ▪ Assigned and determined Programme Educational Objective and Programme Outcomes. ▪ Plan teaching and assessment activities ▪ Enter assessment mark and assessment summary ▪ View generated report.

3.0 LOGIN & LOGOUT

Login

Type MyOBE address on your web browser (eg. http://localhost/myobe). Once you have been added/registered to MyOBE, you can enter your username and password in the Login Form and click 'Login' button to login.

Username : Staff ID
Password : Staff's password

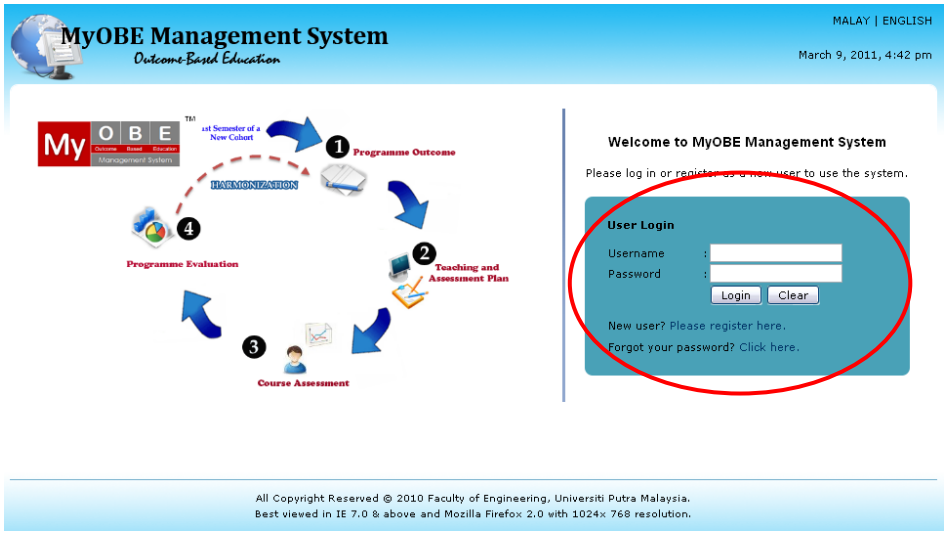


Figure 3.1: Main page/login form

Logout

On any page of MyOBE you can find 'Logout' icon at the top right side of the screen. Click on 'Logout' icon, system will end the current session and navigate to login page.

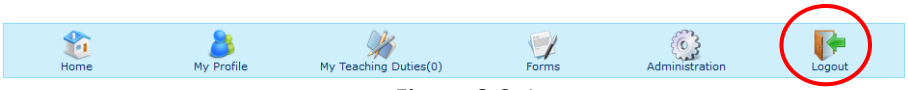


Figure 3.2: Logout

4.0 FORGOTTEN PASSWORD

Please contact your Administrator/program owner to reset your password.
You can get from Administrator/program owner a new password for temporary.
After that, you can change the temporary password when you re-login.

5.0 MY PROFILE

Any user is able to manage his/her own profile. He/she can update and change account password too.

1. Click 'My Profile' icon on top of the menu bar.

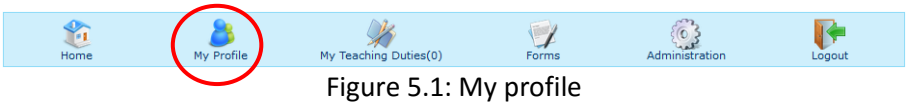


Figure 5.1: My profile

2. Details of your profile will be displayed.
   Click icon to edit profile.
   Click icon to change the password.

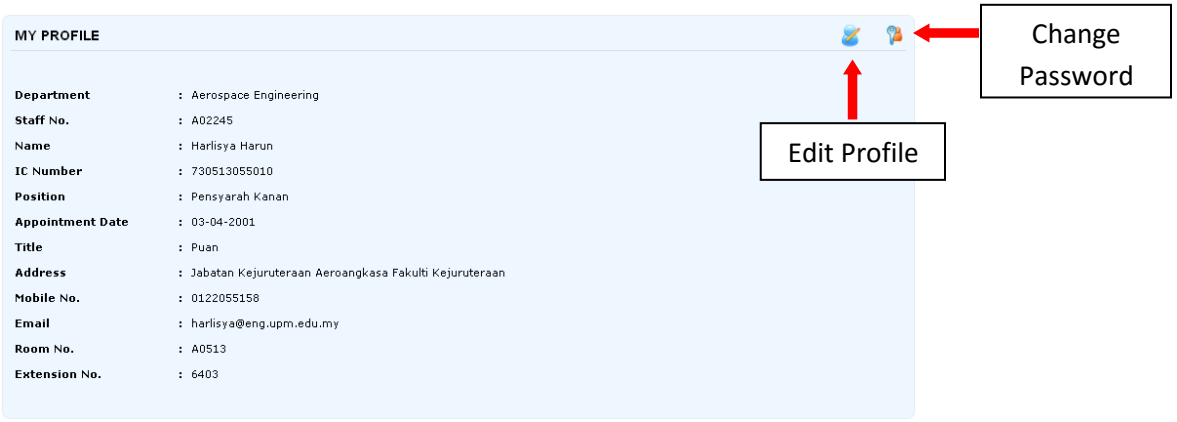


Figure 5.2: Profile details

3. **Edit Profile**
   Please edit your profile. Click 'Save' button to save the information or 'Cancel' button to back to the previous page.

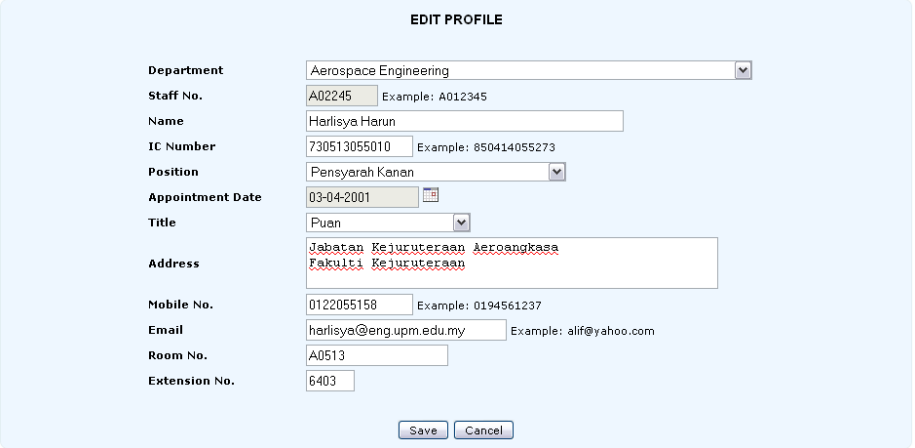


Figure 5.3: Edit profile

4. Change Password

Please change the password. Click 'Save' button to save the information or 'Cancel' button to back to the previous page. After change your password, you will be ask to relogin.

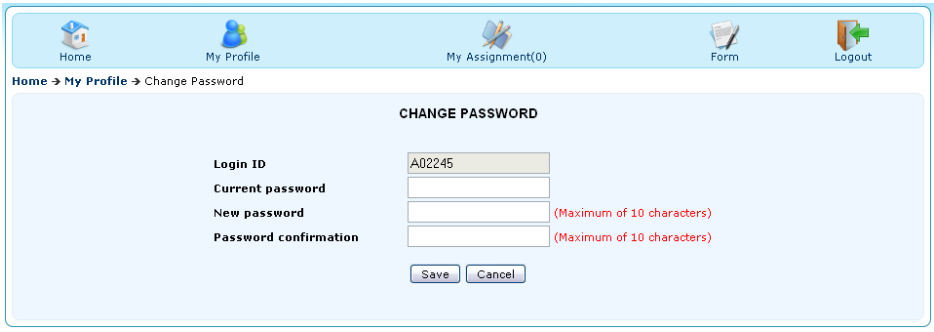
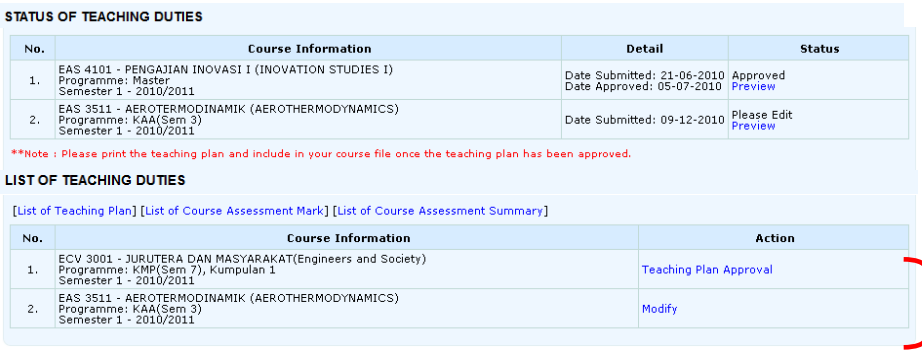


Figure 5.4: Change password

6.0 MY TEACHING DUTIES

Any user especially lecturers and Head of Department has their assignment during the semester.

1. Click 'My Teaching Duties' icon on top of the menu bar to view the assignment.
2. Status of teaching assignment and list of assignment will be displayed.
   Click 'Preview' link to view the teaching plan.



STATUS OF TEACHING DUTIES

No.	Course Information	Detail	Status
1.	EAS 4101 - PENGAJIAN INOVASI I (INOVATION STUDIES I) Programme: Master Semester 1 - 2010/2011	Date Submitted: 21-06-2010 Date Approved: 05-07-2010	Approved Preview
2.	EAS 3511 - AEROTERMODINAMIK (AEROTHERMODYNAMICS) Programme: KAA(Sem 3) Semester 1 - 2010/2011	Date Submitted: 09-12-2010	Please Edit Preview

**Note : Please print the teaching plan and include in your course file once the teaching plan has been approved.

LIST OF TEACHING DUTIES

[List of Teaching Plan] [List of Course Assessment Mark] [List of Course Assessment Summary]

No.	Course Information	Action
1.	ECV 3001 - JURUTERA DAN MASYARAKAT(Engineers and Society) Programme: KMP(Sem 7), Kumpulan 1 Semester 1 - 2010/2011	Teaching Plan Approval
2.	EAS 3511 - AEROTERMODINAMIK (AEROTHERMODYNAMICS) Programme: KAA(Sem 3) Semester 1 - 2010/2011	Modify

Assignment which needs to be completed will be displayed here. Link will be given under 'Action' column.

Figure 6.1: My Assignment

'List of Teaching Plan', 'List of Course Assessment Mark' and 'List of Course Assessment Summary' link only appear on Head of Department page. Head of Department able to view all the data for purpose of monitoring.

There are a few action need be done by the lecturer and Head of Department.

Action	Function
Edit	To edit the teaching plan.
Teaching Plan Approval	Only appear on Head of Department page to approve the teaching plan.
Correction	To make correction on rejected teaching plan.
Modify	To modify the teaching plan to resubmit.

Table 6.1: Function of actions

7.0 FORMS

1. Click 'Form' icon on top of the menu to view list of forms.
2. List of forms will be displayed. Click any of them to download the form.

Figure 7.1: List of forms

8.0 PROCESS MODULE

There are 4 process modules:

1. Programme Outcomes
2. Teaching and Assessment Plan
3. Course Assessment
4. Programme Evaluation

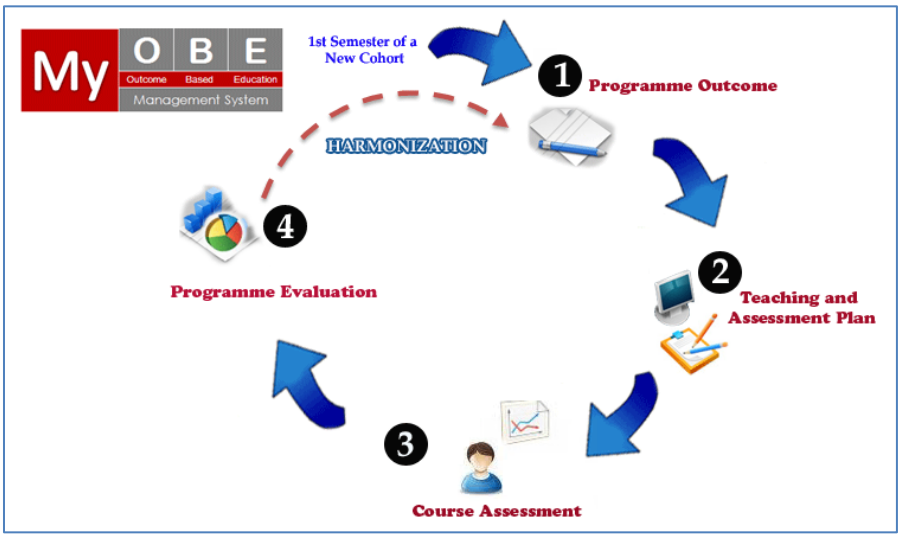


Figure 8.1: MyOBE flowchart

8.1 PROGRAMME OUTCOMES

Only programme owner or administrator is allowed to add/edit the programme outcomes. Others user just can view the information.

1. Click Programme Outcome (Number 1) on the process.
2. List of programme educational objective and programme outcomes will be displayed.
   Click 'Add Objective' to add programme educational objectives.
   Click 'Add Programme Outcomes' to add programme outcomes.
   Click icon to edit.
   Click icon to delete.

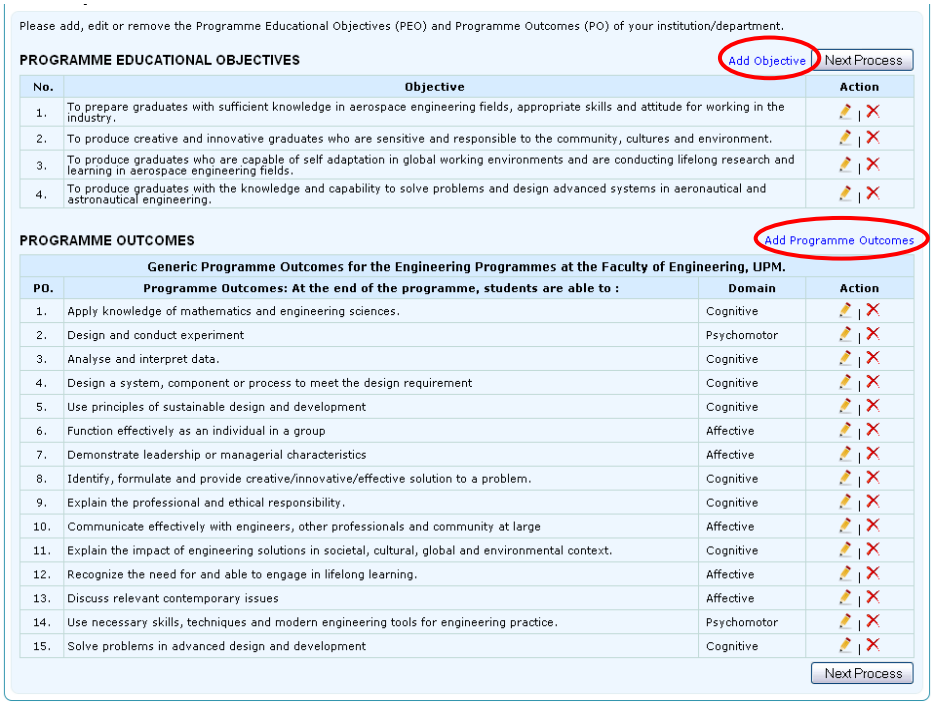


Figure 8.1.1: Programme educational objective and programme outcomes

3. **<u>Add Programme Educational Objective</u>**
   Click 'Add Objective' link and insert the objective for the programme and click 'Save' button or 'Back' button to back to previous page.

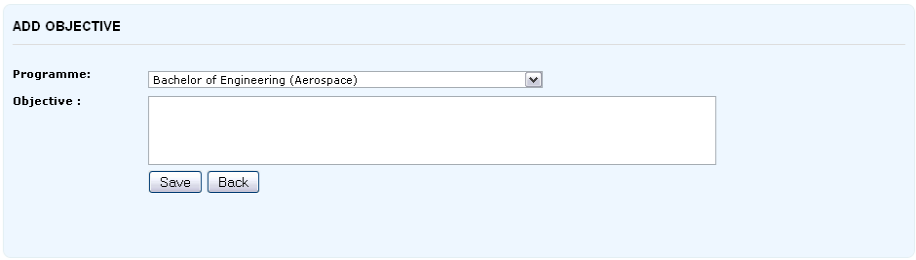


Figure 8.1.2: Add programme educational objective

4. Add Programme Outcomes

Click 'Add Programme Outcomes' link and insert the programme outcome with the domain and then click 'Save' button to save the record or click 'Back' button to back to previous page.

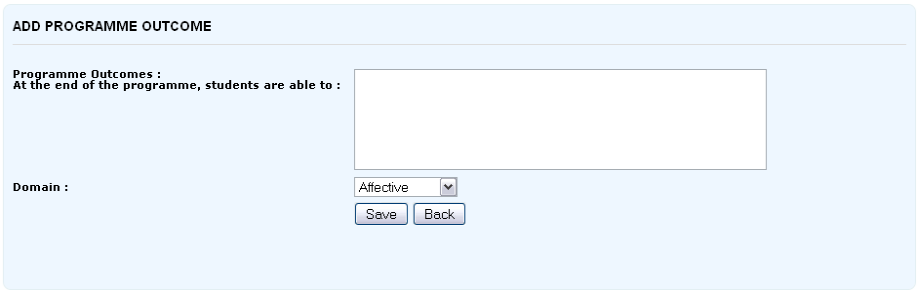


Figure 8.1.3: Add programme outcomes

8.2 TEACHING AND ASSESSMENT PLAN

1. Click Teaching and Assessment Plan (Number 2) on the process.
2. Two processes will be displayed.

Figure 8.2.1: Process teaching and assessment

8.2.1 TEACHING PLAN

1. Click 'Teaching Plan' icon to insert teaching plan information.
2. List of courses will be displayed.
   Click 'Create teaching plan' link to create the teaching plan.

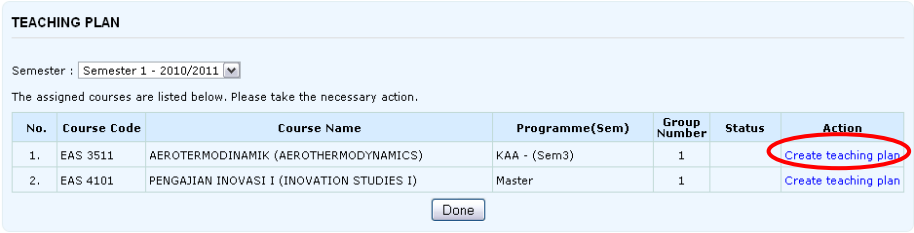


Figure 8.2.1.1: List of course assigned

3. Details of course will be displayed.
   Choose 'Create teaching plan' to create new teaching.
   Choose 'Create teaching plan from previous template' to create the teaching plan from previous teaching plan.
   Click 'Next' to proceed or 'Cancel' to cancel the teaching plan.

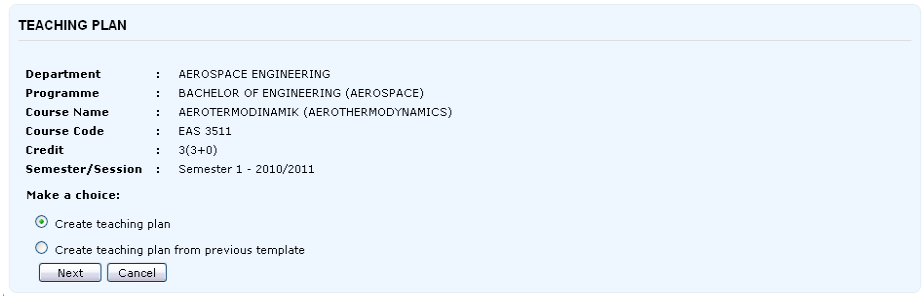


Figure 8.2.1.2: Create teaching plan

4. If choose 'Create teaching plan from previous template', please select the relevant template for the particular course.
   Click 'View selected form' link to view the selected template.
   Click 'Next' to proceed or 'Back' to back to the previous page.

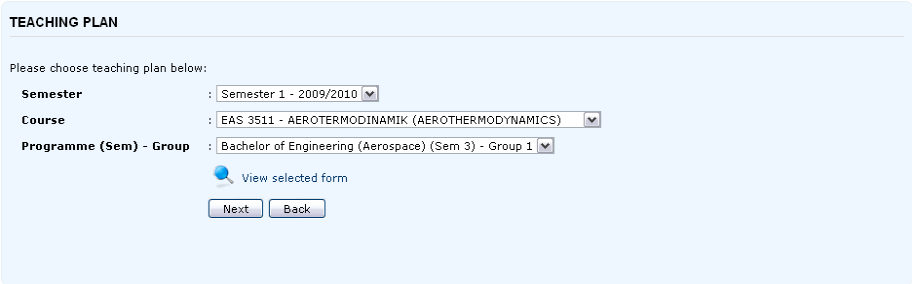


Figure 8.2.1.3: Choose previous teaching plan

5. Details of course will be displayed.
   Click 'View syllabus' link to view syllabus of the course.
   Click 'View example of teaching plan' link to view example of teaching plan for particular course.
   Select previous Course Assessment Summary (CAS) to view previous CAS.
   Three criteria need to be completed.

Figure 8.2.1.4: Criteria to be completed

CONSULTATION TIME

6. Click 'Consultation Time' to insert consultation time with students.

Figure 8.2.1.5: Teaching plan criteria

7. Click 'View Timetable' link to view timetable.

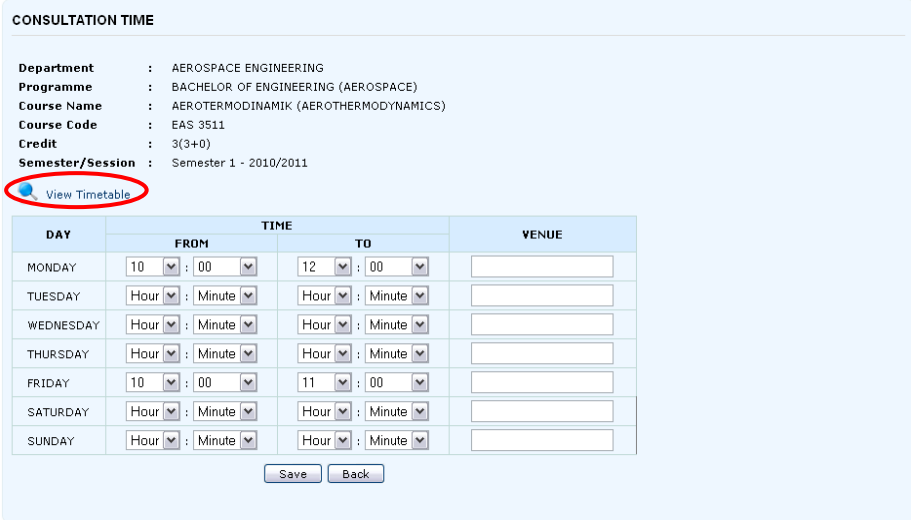


Figure 8.2.1.6: Consultation time

8. Timetable will be displayed.

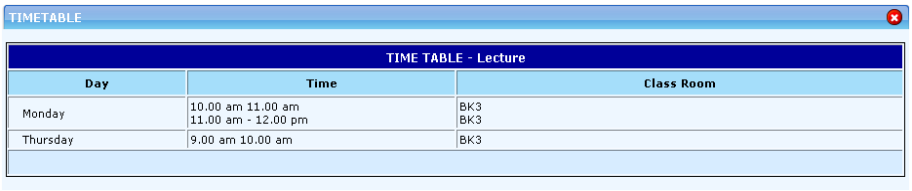


Figure 8.2.1.7: Timetable page

9. Enter time and venue and click 'Save'.

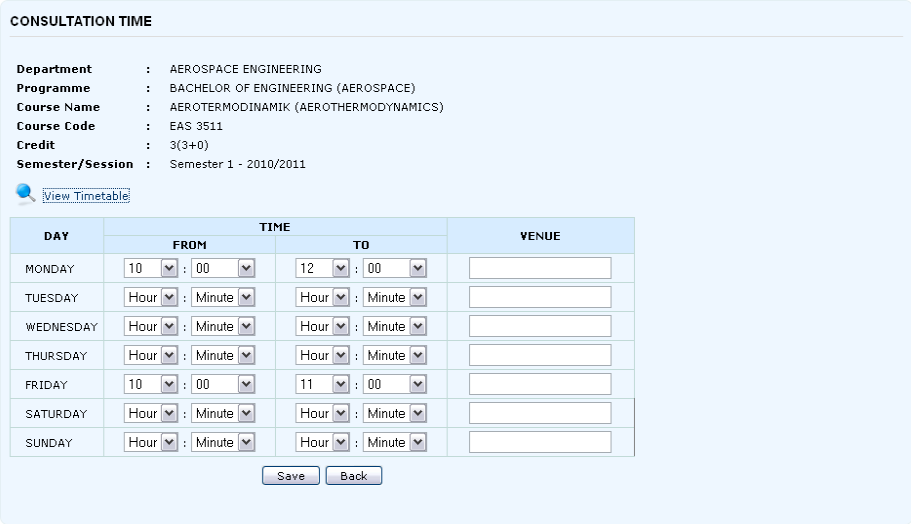


Figure 8.2.1.8: Insert consultation time

LEARNING OUTCOME

10. Click 'Learning Outcome' to insert consultation time with students.

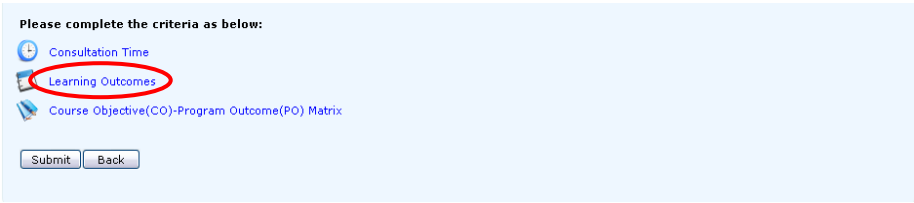


Figure 8.2.1.9: Criteria page

11. Enter teaching information week by week.
    Click 'Save' to save data.
    Click 'Save and Next' to save and enter data for following week.
    Click 'Back' to back to previous page.

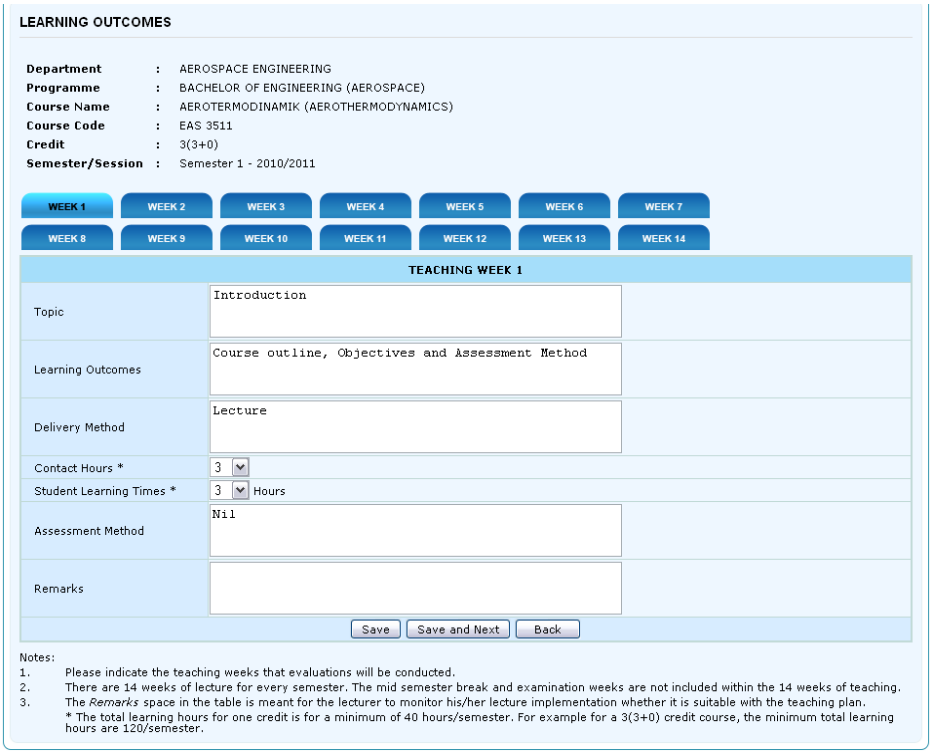


Figure 8.2.1.10: Learning outcomes

COURSE OBJECTIVE (CO) – PROGRAMME OUTCOMES (PO) MATRIX

12. Click 'Course Objective (CO) – Programme Outcomes (PO) Matrix .

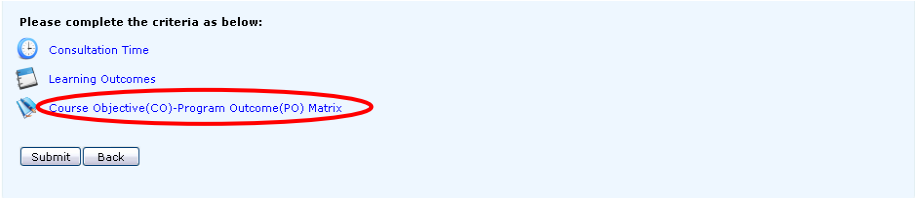


Figure 8.2.1.11: Criteria page

13. Click 'View Programme Outcomes' to view programme outcomes.

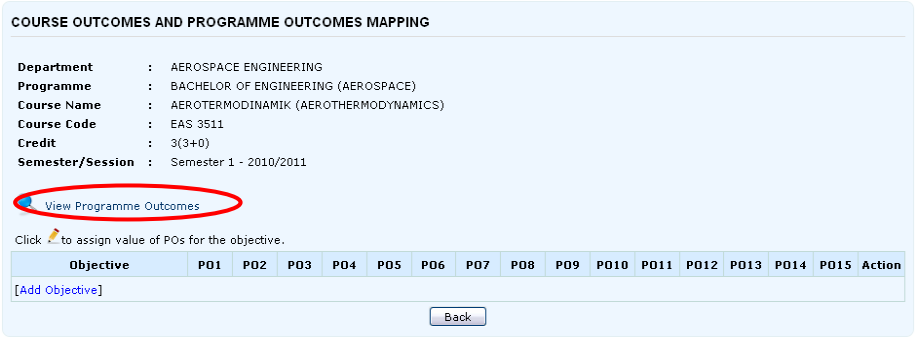
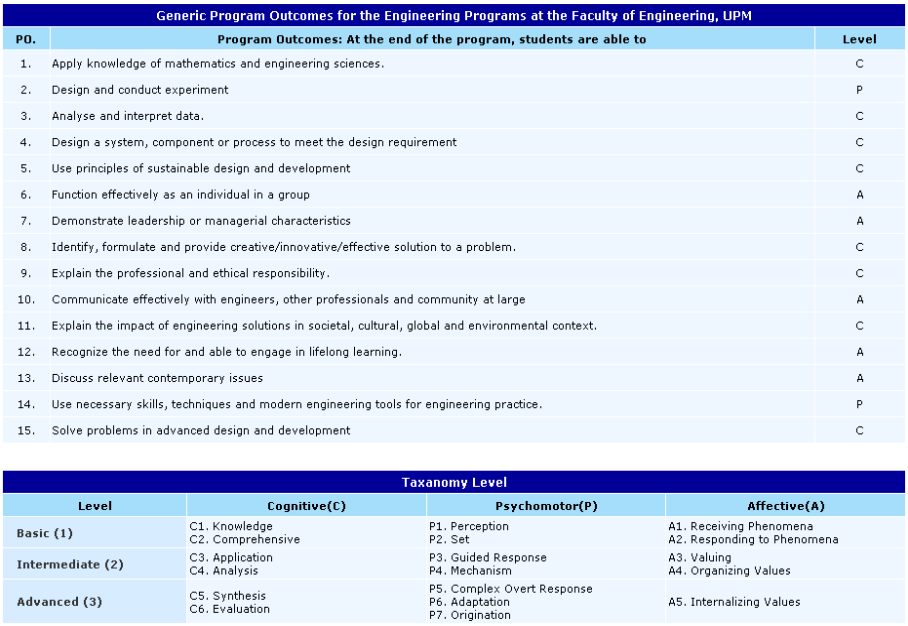


Figure 8.2.1.12: Course outcomes and programme outcomes mapping page

14. List of Programme Outcome will be displayed.



Generic Program Outcomes for the Engineering Programs at the Faculty of Engineering, UPM		
PO.	Program Outcomes: At the end of the program, students are able to	Level
1.	Apply knowledge of mathematics and engineering sciences.	C
2.	Design and conduct experiment	P
3.	Analyse and interpret data.	C
4.	Design a system, component or process to meet the design requirement	C
5.	Use principles of sustainable design and development	C
6.	Function effectively as an individual in a group	A
7.	Demonstrate leadership or managerial characteristics	A
8.	Identify, formulate and provide creative/innovative/effective solution to a problem.	C
9.	Explain the professional and ethical responsibility.	C
10.	Communicate effectively with engineers, other professionals and community at large	A
11.	Explain the impact of engineering solutions in societal, cultural, global and environmental context.	C
12.	Recognize the need for and able to engage in lifelong learning.	A
13.	Discuss relevant contemporary issues	A
14.	Use necessary skills, techniques and modern engineering tools for engineering practice.	P
15.	Solve problems in advanced design and development	C

Taxanomy Level			
Level	Cognitive(C)	Psychomotor(P)	Affective(A)
Basic (1)	C1. Knowledge C2. Comprehensive	P1. Perception P2. Set	A1. Receiving Phenomena A2. Responding to Phenomena
Intermediate (2)	C3. Application C4. Analysis	P3. Guided Response P4. Mechanism	A3. Valuing A4. Organizing Values
Advanced (3)	C5. Synthesis C6. Evaluation	P5. Complex Overt Response P6. Adaptation P7. Origination	A5. Internalizing Values

Figure 8.2.1.13: List of programme outcomes

15. Click ‘Add Objective’ to add objective for particular course.

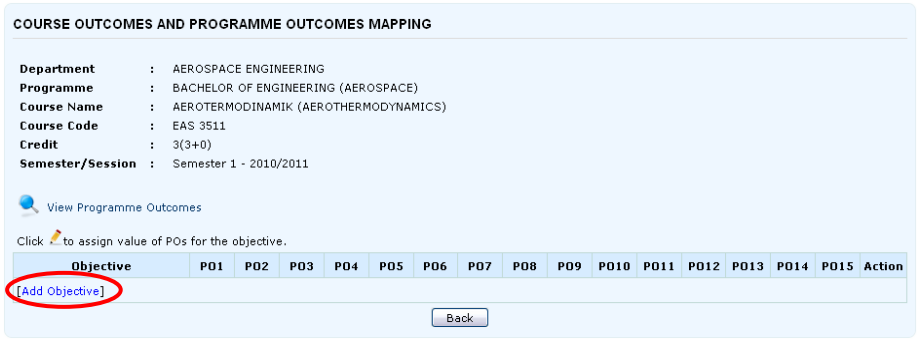


Figure 8.2.1.14: Course outcomes and programme outcomes mapping page

16. Insert the objective and select the level of Programme Outcome attached.
    Click ‘Save’ to save the data.
    Click ‘Back’ to back to previous page.

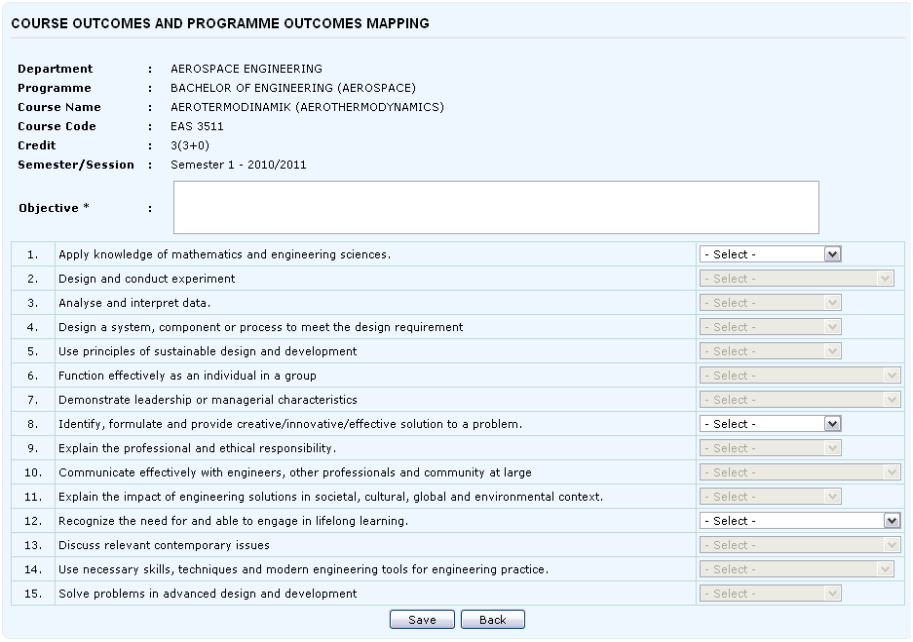


Figure 8.2.1.15: Set the level of programme outcome

17. List of course outcome and programme outcomes mapping will be displayed.
    Click icon to edit the data.
    Click icon to delete the data.
    Click 'Back' to back to teaching plan main page.

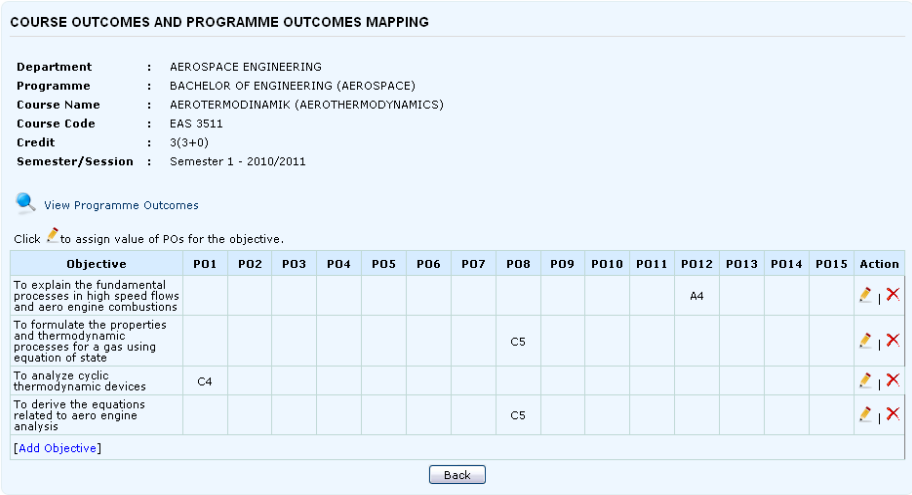


Figure 8.2.1.16: List of course outcomes

18. Click 'Submit' button to submit the teaching plan.

Figure 8.2.1.17: Submit teaching plan

19. Click 'Preview HTML' to view the teaching plan in html format.
    Click 'Preview PDF' to view the teaching plan in pdf format.
    Click 'Submit' button to submit the teaching plan.

Figure 8.2.1.18: Preview teaching plan

20. Confirmation page will be displayed. Click 'Yes' to proceed.

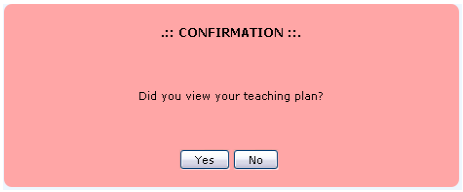


Figure 8.2.1.19: Confirmation page

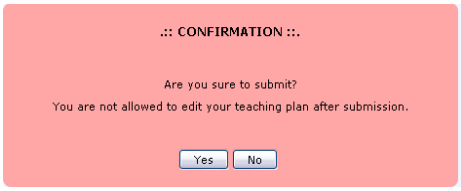


Figure 8.2.1.20: Confirmation page

21. Message page will be displayed. Click 'Next' to proceed.

Figure 8.2.1.21: Message page

22. Status 'Wait for approval' will be displayed. Status will be change to 'Approved' once the head of department approved the teaching plan.
    Click 'Preview' to view the teaching plan in pdf format.
    Click 'Comment' to view comments.

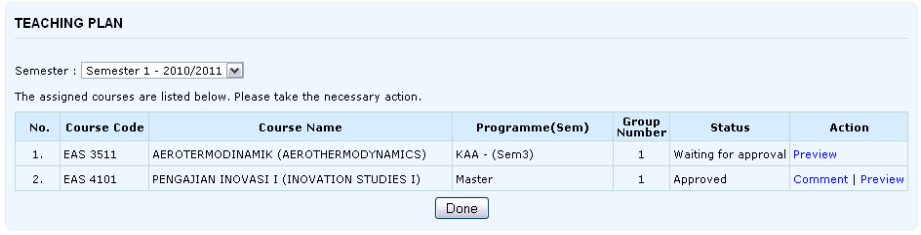


Figure 8.2.1.22: List of teaching plan assigned

8.2.2 TEACHING PLAN APPROVAL

Head of Department will receive email notification once the lecturer submits his/her teaching plan. Head of Department is responsible to preview and approve the teaching plan.

1. To approve the teaching plan, click 'My Assignment' icon on top of menu bar.
2. List of assignments will be displayed. Click 'Teaching Plan Approval' link to preview and approve the teaching plan.

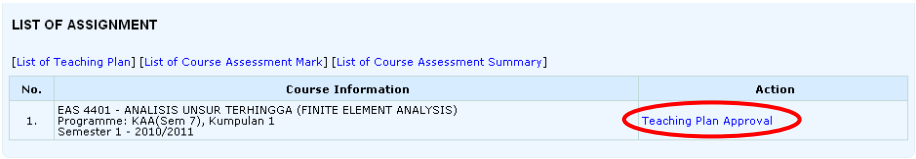


Figure 8.2.2.1: List of assignments

3. Details of teaching plan will be displayed.
    Click 'View Teaching Plan' link to view the teaching plan.
    Click 'View Taxonomy' link to view the taxonomy.
    Head of Department will check the contact hours, student learning times, objectives and course outcomes matrix included in teaching plan.
    Insert the comment and click 'Submit' button to approve or reject the teaching plan or 'Back' button to back to the previous page.

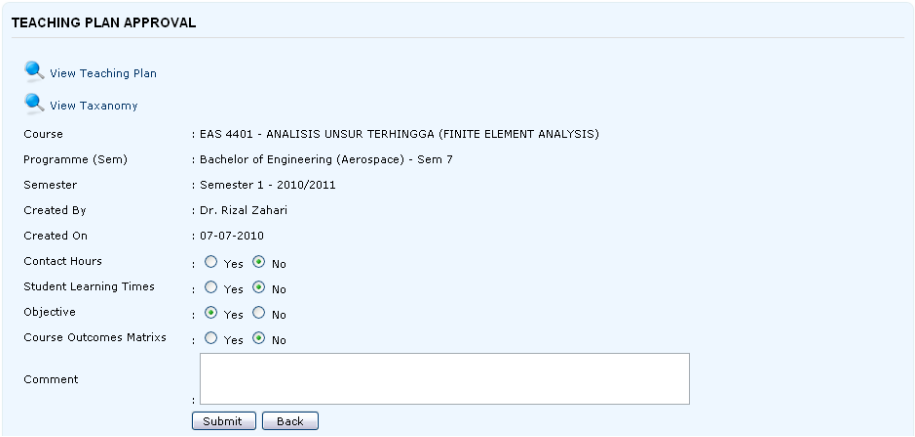


Figure 8.2.2.2: Teaching plan approval

4. Confirmation page will be displayed. Click 'Yes' button to proceed or 'No' button to cancel.

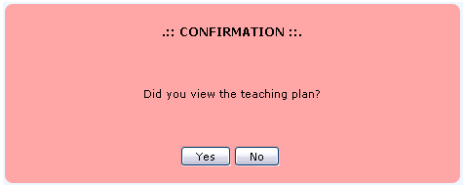


Figure 8.2.2.3: Confirmation page

Figure 8.2.2.4: Confirmation page

5. Message page will be displayed and click 'Next' button to proceed.

Figure 8.2.2.5: Message page

8.2.3 ASSESSMENT PLAN

1. Click 'Assessment Plan' icon to insert assessment plan information.

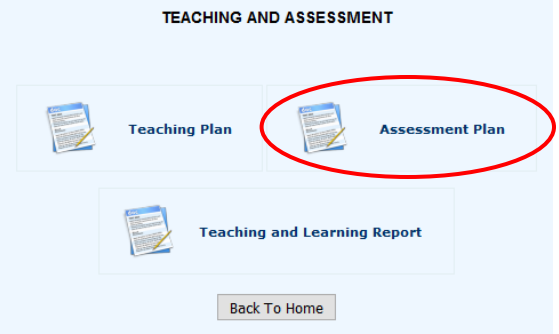


Figure 8.2.3.1: Teaching and assessment page

3. List of courses will be displayed.
   Click 'Create Assessment Plan' to create the assessment plan.

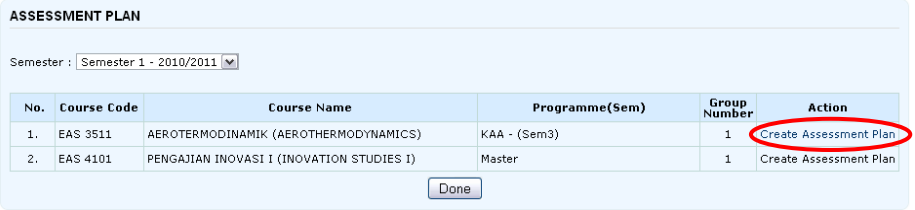


Figure 8.2.3.2: List of courses assigned

4. Details of course will be displayed.
   Click 'Add Assessment Tool' to add/insert the assessment tool. Example Test 1, Assignment, Final Exam.

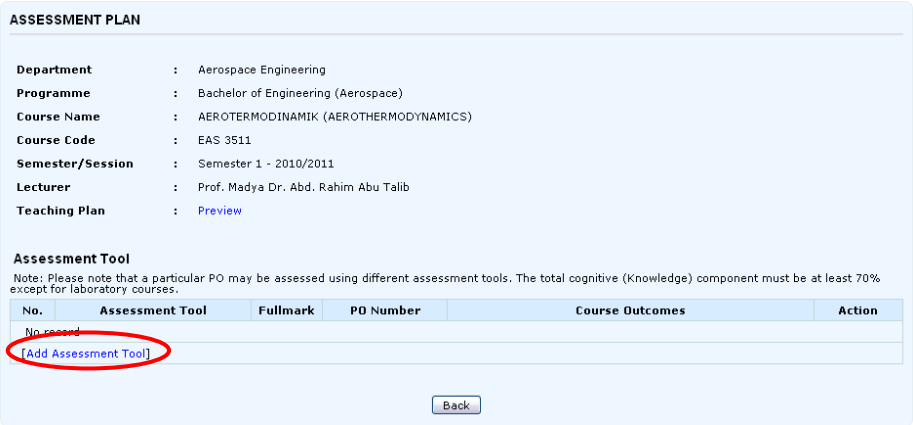


Figure 8.2.3.3: Assessment plan

5. Assessment Tool
   Enter the type of assessment tool. Example: Test 1.

Enter full mark of the assessment tool. Example: 100 (Fullmark of Test 1).
Tick the type of PO to be assessed.
Enter weightage for the particular PO. Example: 15% (**the weightage provided is for the contribution to the final overall marks for this course**)
Tick the course outcome to be assessed for particular PO (refer to the Teaching Plan).

Section Add Question is necessary if you plan to dedicated specific questions with different weightage.
Click 'Add Question' to add new question. Enter the question number and weightage for each question.

Click 'Save' button and follow the same steps for the other assessment tools, e.g. Test 2, Assignment and Final Exam.

Note:
If for example Test 1 has been used to assess more than 1 PO, for example PO1 and PO8; PO1 is taken from Question 1 (40 marks) and PO8 is taken from Question 2 (60 marks), then the data would be:
Type of assessment: Test 1
Fullmark: 100
Weightage Test 1: 15%
Weightage of PO1= (40/100) x 15 (user need to calculate this)
Weightage of PO8= (60/100) x 15 (user need to calculate this)

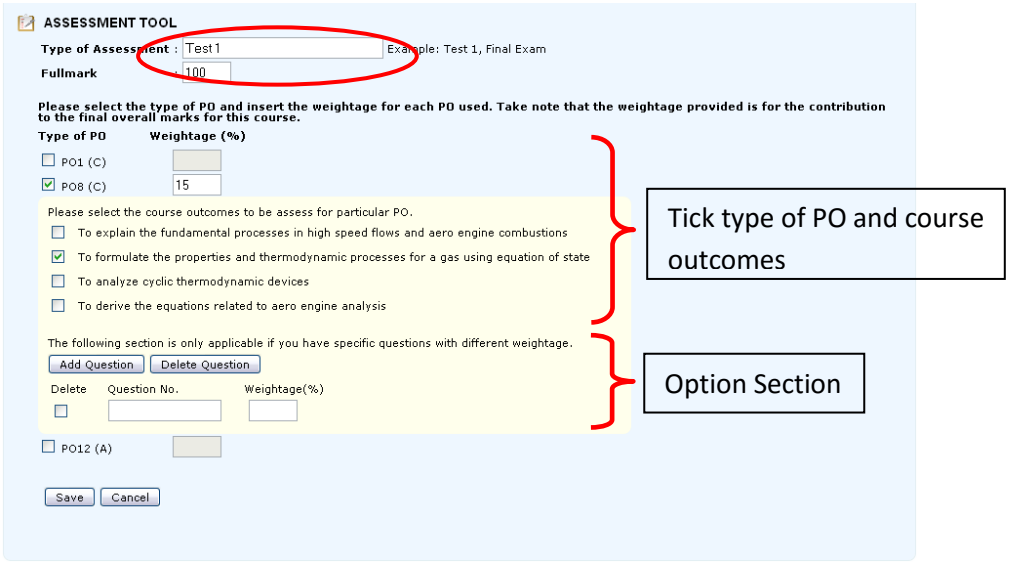
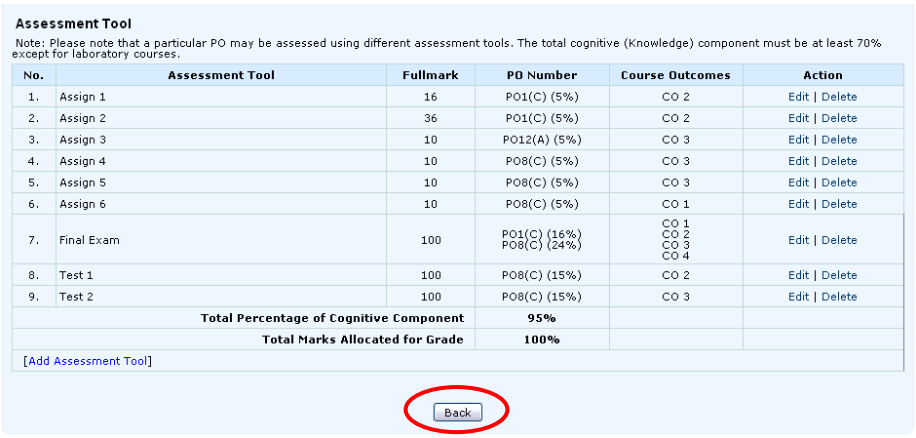


Figure 8.2.3.4: Assessment tool

6. All the assessment will be displayed and Total Mark Allocated for Grade should be 100%.
   Total percentage of cognitive component must be at least 70% except for laboratory courses.
   Click 'Edit' link to edit the assessment tool.
   Click 'Delete' link to delete the assessment tool.
   Click 'Back' button to back to Assessment Plan main page.



Assessment Tool

Note: Please note that a particular PO may be assessed using different assessment tools. The total cognitive (Knowledge) component must be at least 70% except for laboratory courses.

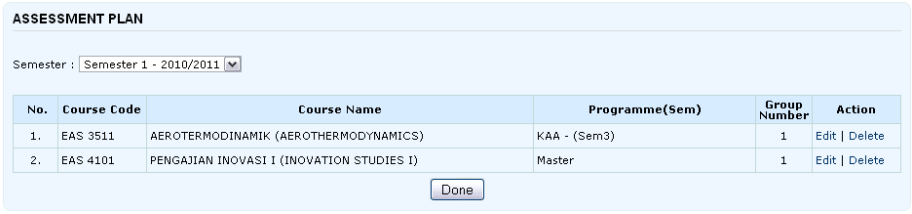
No.	Assessment Tool	Fullmark	PO Number	Course Outcomes	Action
1.	Assign 1	16	PO1(C) (5%)	CO 2	Edit | Delete
2.	Assign 2	36	PO1(C) (5%)	CO 2	Edit | Delete
3.	Assign 3	10	PO12(A) (5%)	CO 3	Edit | Delete
4.	Assign 4	10	PO8(C) (5%)	CO 3	Edit | Delete
5.	Assign 5	10	PO8(C) (5%)	CO 3	Edit | Delete
6.	Assign 6	10	PO8(C) (5%)	CO 1	Edit | Delete
7.	Final Exam	100	PO1(C) (16%) PO8(C) (24%)	CO 1 CO 2 CO 3 CO 4	Edit | Delete
8.	Test 1	100	PO8(C) (15%)	CO 2	Edit | Delete
9.	Test 2	100	PO8(C) (15%)	CO 3	Edit | Delete
	Total Percentage of Cognitive Component		**95%**		
	Total Marks Allocated for Grade		**100%**		

[Add Assessment Tool]

Back

Figure 8.2.3.5: List of assessment tools

7. List of courses will be displayed.
   Click 'Edit' link to edit the assessment plan.
   Click 'Delete' link to delete the assessment plan.
   Click 'Done' button to back to main page.



ASSESSMENT PLAN

Semester : Semester 1 - 2010/2011

No.	Course Code	Course Name	Programme(Sem)	Group Number	Action
1.	EAS 3511	AEROTERMODINAMIK (AEROTHERMODYNAMICS)	KAA - (Sem3)	1	Edit | Delete
2.	EAS 4101	PENGAJIAN INOVASI I (INOVATION STUDIES I)	Master	1	Edit | Delete

Done

Figure 8.2.3.6: List of courses assigned

8.3 COURSE ASSESSMENT

1. Click Course Assessment (Number 3) on the process.
2. Two processes will be displayed. Click Course Assessment Mark (CAM)

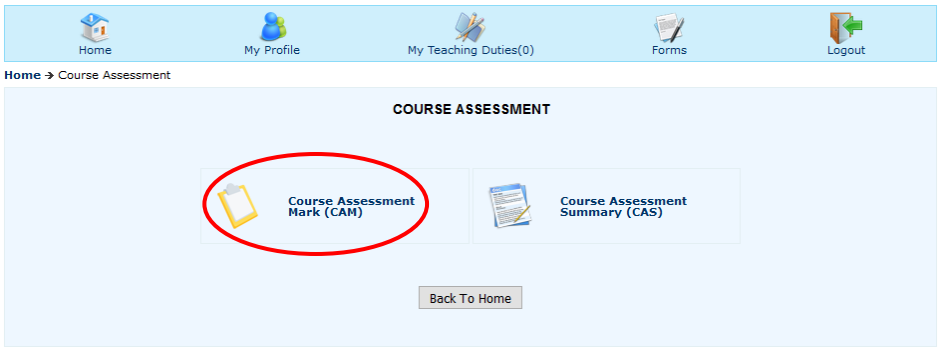


Figure 8.3.1: List of courses assigned

8.3.1 COURSE ASSESSMENT MARK (CAM)

1. Click 'Course Assessment Mark (CAM)' icon and list of courses will be displayed.
   Click 'Create CAM' link to create the Course Assessment Mark (CAM).

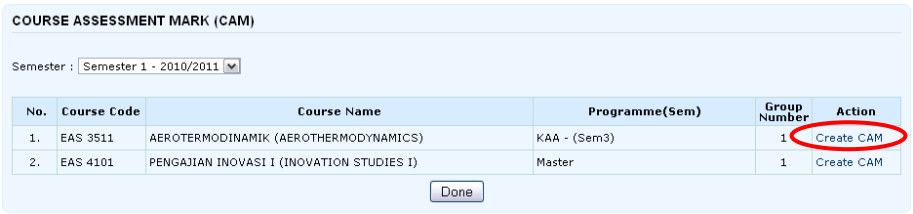


Figure 8.3.1.1: List of courses assigned

2. Details of course will be displayed.
   Click 'Add Assessment Tool' to add/insert the assessment tool. Example Test 1, Assignment, Final Exam.

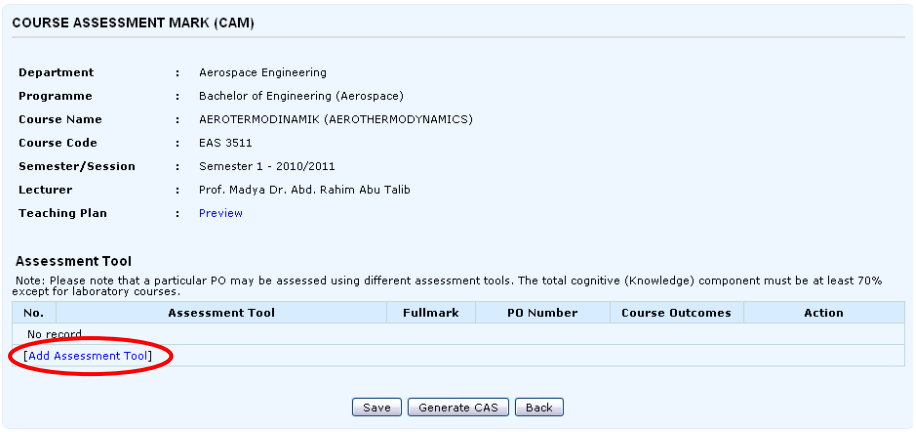


Figure 8.3.1.2: Course assessment mark

3. Assessment Tool
   Enter the type of assessment tool. Example: Test 1.
   Enter full mark of the assessment tool. Example: 100 (Fullmark of Test 1).
   Tick the type of PO to be assessed.
   Enter weightage for the particular PO. Example: 15% (**the weightage provided is for the contribution to the final overall marks for this course**)
   Tick the course outcome to be assessed for particular PO (refer to the Teaching Plan).

   Section Add Question is necessary if you plan to dedicated specific questions with different weightage.
   Click 'Add Question' to add new question. Enter the question number and weightage for each question.

   Click 'Save' and follow the same steps for the other assessment tools, e.g. Test 2, Assignment and Final Exam.

   Note:
   If for example Test 1 has been used to assess more than 1 PO, for example PO1 and PO8; PO1 is taken from Question 1 (40 marks) and PO8 is taken from Question 2 (60 marks), then the data would be:
   Type of assessment: Test 1
   Fullmark: 100
   Weightage Test 1: 15%
   Weightage of PO1= (40/100) x 15 (user need to calculate this)
   Weightage of PO8= (60/100) x 15 (user need to calculate this)

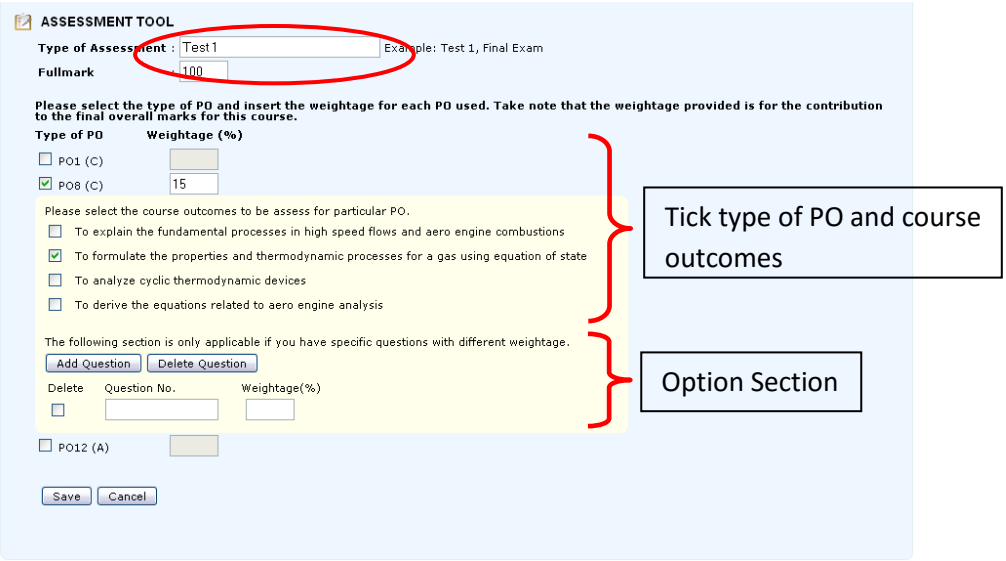
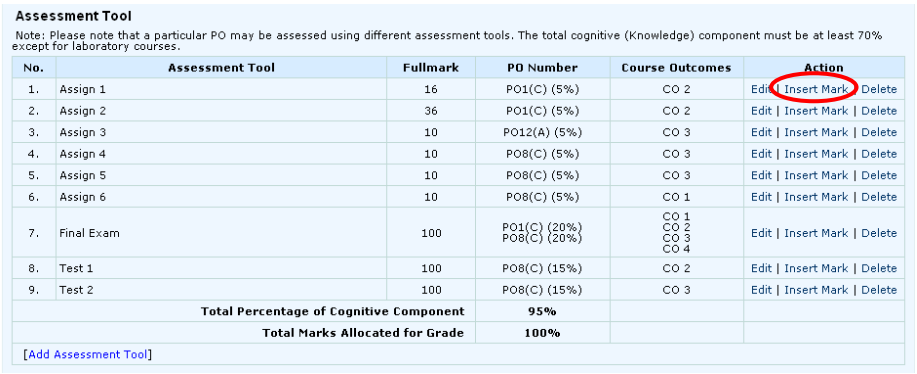


Figure 8.3.1.3: Assessment tool

4. All the assessment will be displayed and Total Mark Allocated for Grade should be 100%. Total percentage of cognitive component must be at least 70% except for laboratory courses.
   Click 'Edit' to edit the assessment tool.
   Click 'Insert Mark' to insert mark for each assessment tool.
   Click 'Delete' to delete the assessment tool.



Assessment Tool

Note: Please note that a particular PO may be assessed using different assessment tools. The total cognitive (Knowledge) component must be at least 70% except for laboratory courses.

No.	Assessment Tool	Fullmark	PO Number	Course Outcomes	Action
1.	Assign 1	16	PO1(C) (5%)	CO 2	Edit | Insert Mark | Delete
2.	Assign 2	36	PO1(C) (5%)	CO 2	Edit | Insert Mark | Delete
3.	Assign 3	10	PO12(A) (5%)	CO 3	Edit | Insert Mark | Delete
4.	Assign 4	10	PO8(C) (5%)	CO 3	Edit | Insert Mark | Delete
5.	Assign 5	10	PO8(C) (5%)	CO 3	Edit | Insert Mark | Delete
6.	Assign 6	10	PO8(C) (5%)	CO 1	Edit | Insert Mark | Delete
7.	Final Exam	100	PO1(C) (20%) PO8(C) (20%)	CO 1 CO 2 CO 3 CO 4	Edit | Insert Mark | Delete
8.	Test 1	100	PO8(C) (15%)	CO 2	Edit | Insert Mark | Delete
9.	Test 2	100	PO8(C) (15%)	CO 3	Edit | Insert Mark | Delete
	Total Percentage of Cognitive Component		**95%**		
	Total Marks Allocated for Grade		**100%**		

[Add Assessment Tool]

Figure 8.3.1.4: List of assessment tools

5. Assessment details and list of students for the particular course will be displayed. Enter the raw mark for each student, click 'Save' button and follow the same steps for the other assessment tools.

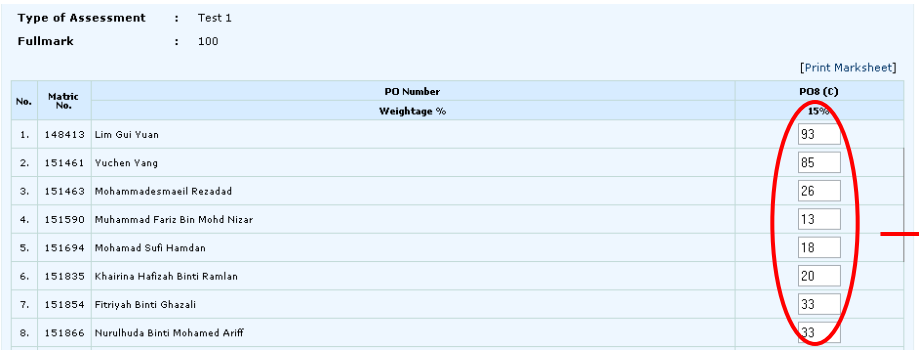


Figure 8.3.1.5: List of courses assigned

6. All the assessment with the marks will be displayed.
   Click 'Print Marksheet' to view and print marksheet in pdf format.
   Click 'Download Marksheet in Excel' to view data in excel format.
   Choose the tool used to measure the programme outcomes attainment. Tick the appropriate checkboxes on 'Tool used to attain PO' and click 'Save' button. System will automatically calculate 'Average of Mark', 'Number of total student attained >50%', 'Number of total student attained < 50%', 'PO attainment>50% 'and 'PO attainment<50%'. The total in green color for each PO will be used to generate CAS.
   Click 'Generate CAS' button to generate Course Assessment Summary (CAS)

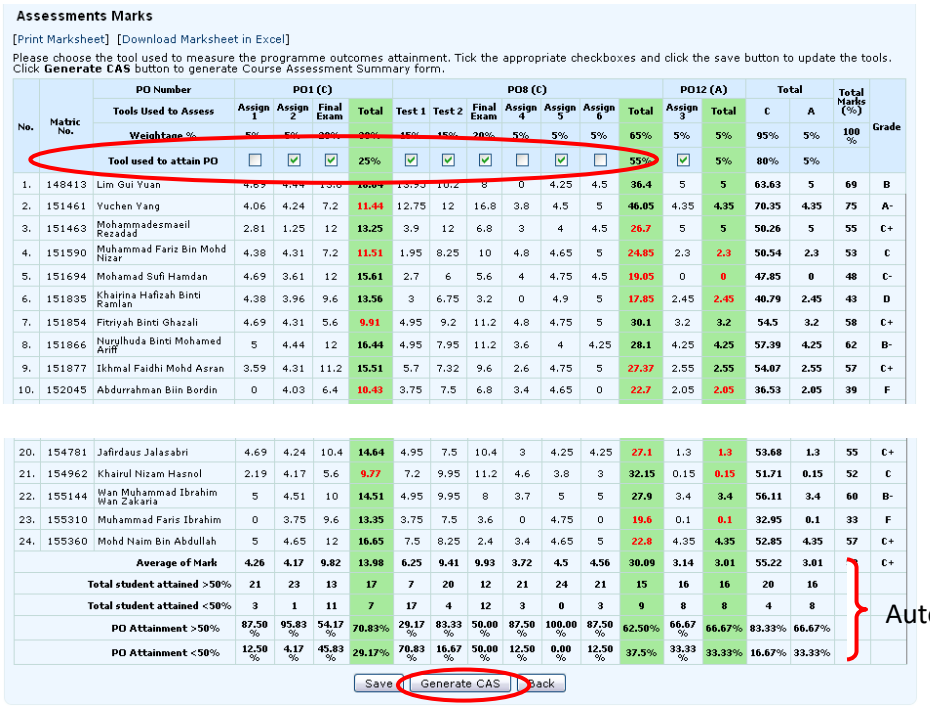


Figure 8.3.1.6: Details of assessment mark

7. Confirmation message will be displayed. Click 'Yes' to proceed or 'No' to back into CAM page.

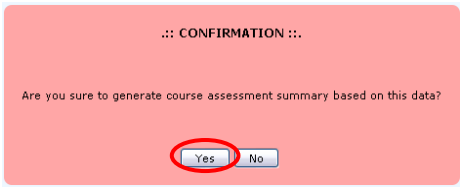
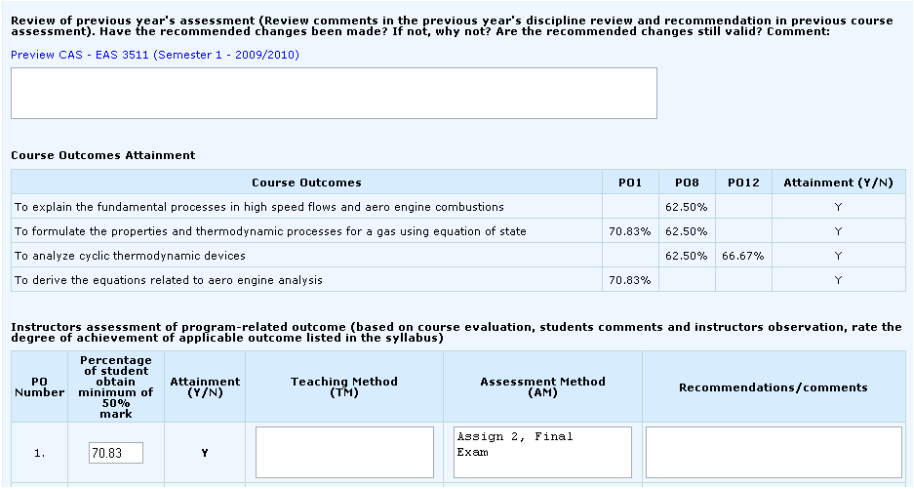


Figure 8.3.1.7: Confirmation message

8.3.2 COURSE ASSESSMENT SUMMARY (CAS)

1. *Continue from Course Assessment Mark (CAM)*
   Course Assessment Summary form will be displayed.
   Course Outcomes Attainment automatically displayed based on CAM.
   Attainment(Y/N) was given based on total of 'Y' and 'N'.
   Data 'Percentage of student obtain minimum of 50% mark' and 'Assessment Method (AM)' automatically displayed based on CAM.
   User need to enter '**Review of previous year's assessment',** 'Teaching Method (TM)', 'Recommendations/comments' and 'Review of assessment mechanism**'.**
   Click 'Save' to save the data.
   Click 'Submit' to submit CAS to the Head of Department.



Review of previous year's assessment (Review comments in the previous year's discipline review and recommendation in previous course assessment). Have the recommended changes been made? If not, why not? Are the recommended changes still valid? Comment:

Preview CAS - EAS 3511 (Semester 1 - 2009/2010)

Course Outcomes Attainment

Course Outcomes	PO1	PO8	PO12	Attainment (Y/N)
To explain the fundamental processes in high speed flows and aero engine combustions		62.50%		Y
To formulate the properties and thermodynamic processes for a gas using equation of state	70.83%	62.50%		Y
To analyze cyclic thermodynamic devices		62.50%	66.67%	Y
To derive the equations related to aero engine analysis	70.83%			Y

Instructors assessment of program-related outcome (based on course evaluation, students comments and instructors observation, rate the degree of achievement of applicable outcome listed in the syllabus)

PO Number	Percentage of student obtain minimum of 50% mark	Attainment (Y/N)	Teaching Method (TM)	Assessment Method (AM)	Recommendations/comments
1.	70.83	Y		Assign 2, Final Exam	

Figure 8.3.2.1: Course assessment summary

2. Click 'Preview' link to view CAS form in pdf format.
   Click 'Submit' button to submit the form to the Head of Department.

Figure 8.3.2.2: Preview and submit page

3. List of the courses will be displayed with status of the form.
   Click 'Preview' link to view and print Course Assessment Summary (CAS) in pdf format.

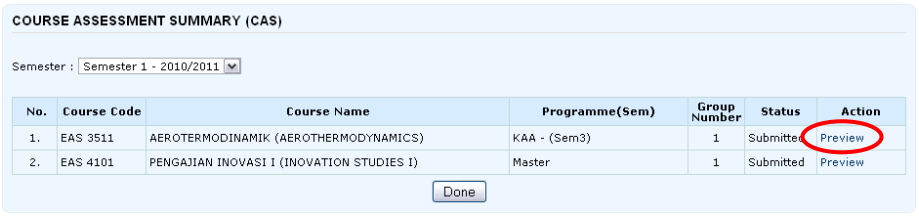
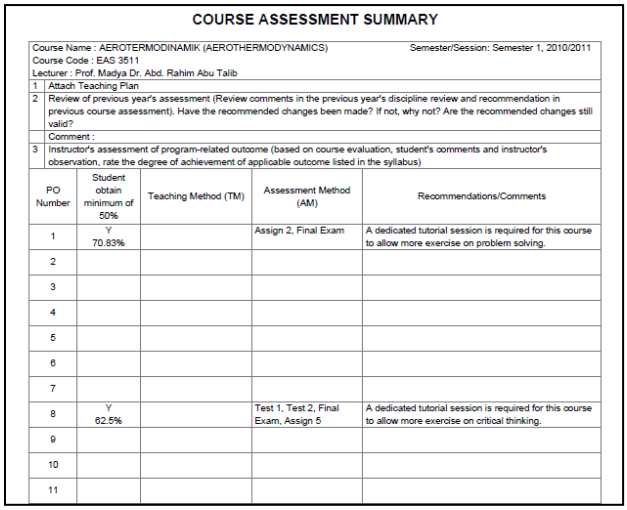


Figure 8.3.2.3: List of course assigned

4. CAS form in pdf format will be displayed.



COURSE ASSESSMENT SUMMARY

Course Name : AEROTERMODINAMIK (AEROTHERMODYNAMICS) Semester/Session: Semester 1, 2010/2011
Course Code : EAS 3511
Lecturer : Prof. Madya Dr. Abd. Rahim Abu Talib

1 Attach Teaching Plan

2 Review of previous year's assessment (Review comments in the previous year's discipline review and recommendation in previous course assessment). Have the recommended changes been made? If not, why not? Are the recommended changes still valid?

Comment :

3 Instructor's assessment of program-related outcome (based on course evaluation, student's comments and instructor's observation, rate the degree of achievement of applicable outcome listed in the syllabus)

PO Number	Student obtain minimum of 50%	Teaching Method (TM)	Assessment Method (AM)	Recommendations/Comments
1	Y 70.83%		Assign 2, Final Exam	A dedicated tutorial session is required for this course to allow more exercise on problem solving.
2				
3				
4				
5				
6				
7				
8	Y 62.5%		Test 1, Test 2, Final Exam, Assign 5	A dedicated tutorial session is required for this course to allow more exercise on critical thinking.
9				
10				
11				

Figure 8.3.2.4: CAS form generated

8.4 PROGRAMME EVALUATION

1. Click Programme Evaluation (Number 4) on the process.
2. List of reports will be displayed. Click any of them to view the report.

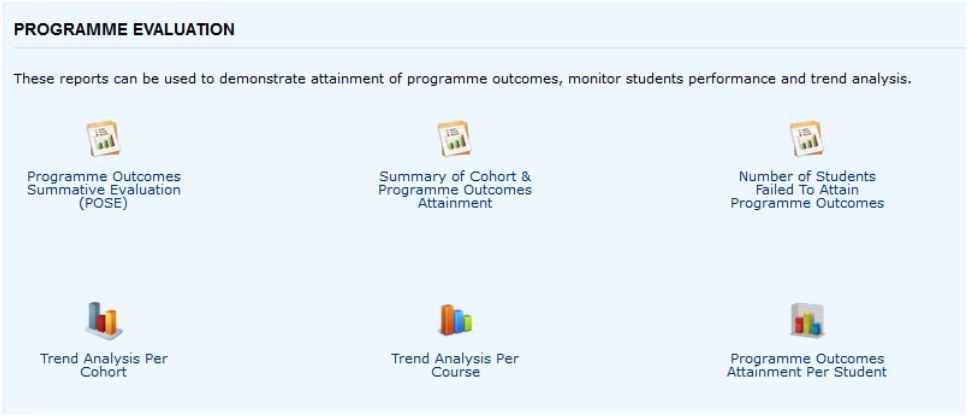


Figure 8.4.1.: Reports

8.4.1 PROGRAMME OUTCOME SUMMATIVE

1. Click 'Programme Outcome Summative' icon under process Programme Evaluation.
2. Choose programme and cohort.

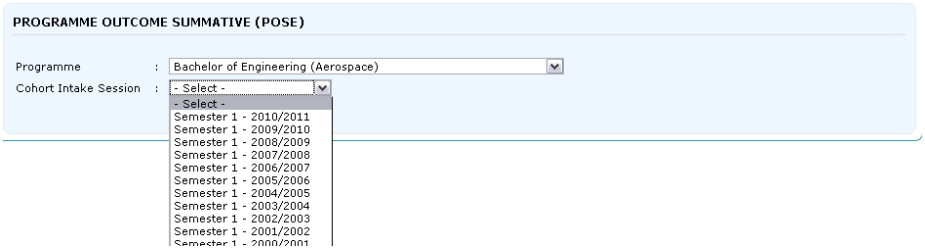
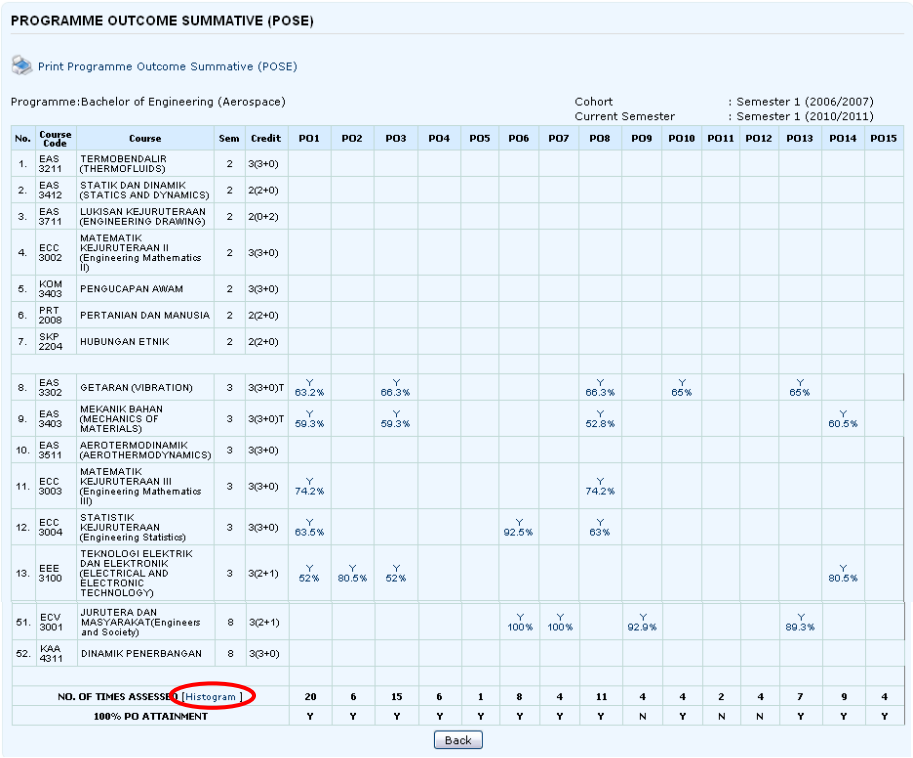


Figure 8.4.1.1: Choose programme and cohort

3. List of courses and programme attainment for particular cohort will be displayed.
   Click 'Print Programme Outcome Summative (POSE)' to view and print POSE in pdf format.
   Click 'Histogram' to view histogram.



PROGRAMME OUTCOME SUMMATIVE (POSE)

Print Programme Outcome Summative (POSE)

Programme:Bachelor of Engineering (Aerospace)

Cohort : Semester 1 (2006/2007)
Current Semester : Semester 1 (2010/2011)

No.	Course Code	Course	Sem	Credit	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PO13	PO14	PO15
1.	EAS 3211	TERMOBENDALIR (THERMOFLUIDS)	2	3(3+0)															
2.	EAS 3412	STATIK DAN DINAMIK (STATICS AND DYNAMICS)	2	2(2+0)															
3.	EAS 3711	LUKISAN KEJURUTERAAN (ENGINEERING DRAWING)	2	2(0+2)															
4.	ECC 3002	MATEMATIK KEJURUTERAAN II (Engineering Mathematics II)	2	3(3+0)															
5.	KOM 3403	PENGUCAPAN AWAM	2	3(3+0)															
6.	PRT 2008	PERTANIAN DAN MANUSIA	2	2(2+0)															
7.	SKP 2204	HUBUNGAN ETNIK	2	2(2+0)															
8.	EAS 3302	GETARAN (VIBRATION)	3	3(3+0)T	Y 63.2%		Y 66.3%					Y 66.3%		Y 65%			Y 65%		
9.	EAS 3403	MEKANIK BAHAN (MECHANICS OF MATERIALS)	3	3(3+0)T	Y 59.3%		Y 59.3%					Y 52.8%						Y 60.5%	
10.	EAS 3511	AEROTERMODINAMIK (AEROTHERMODYNAMICS)	3	3(3+0)															
11.	ECC 3003	MATEMATIK KEJURUTERAAN III (Engineering Mathematics III)	3	3(3+0)	Y 74.2%							Y 74.2%							
12.	ECC 3004	STATISTIK KEJURUTERAAN (Engineering Statistics)	3	3(3+0)	Y 63.5%					Y 92.5%		Y 63%							
13.	EEE 3100	TEKNOLOGI ELEKTRIK DAN ELEKTRONIK (ELECTRICAL AND ELECTRONIC TECHNOLOGY)	3	3(2+1)	Y 52%	Y 80.5%	Y 52%											Y 80.5%	
51.	ECV 3001	JURUTERA DAN MASYARAKAT(Engineers and Society)	8	3(2+1)						Y 100%	Y 100%		Y 92.9%				Y 89.3%		
52.	KAA 4311	DINAMIK PENERBANGAN	8	3(3+0)															
NO. OF TIMES ASSESSED [Histogram]					20	6	15	6	1	8	4	11	4	4	2	4	7	9	4
100% PO ATTAINMENT					Y	Y	Y	Y	Y	Y	Y	Y	N	Y	N	N	Y	Y	Y

Back

Figure 8.4.1.2: Programme Outcome Summative (POSE)

4. Histogram will be displayed.

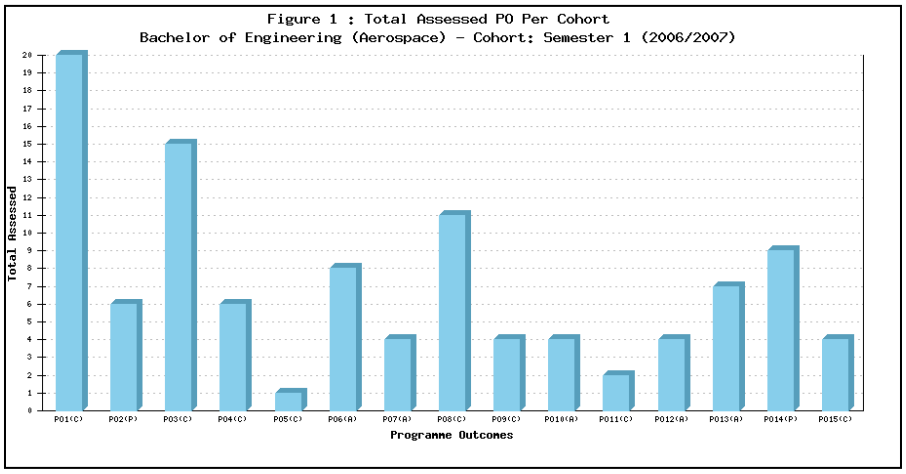


Figure 8.4.1.3: Histogram

8.4.2 SUMMARY OF COHORT & PROGRAMME OUTCOME ATTAINMENT

1. Click 'Summary of Cohort & Programme Outcomes Attainment' icon under process Programme Evaluation.
2. Choose programme and cohort.

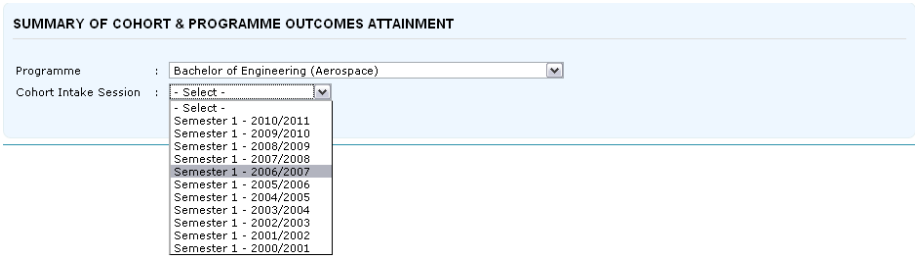
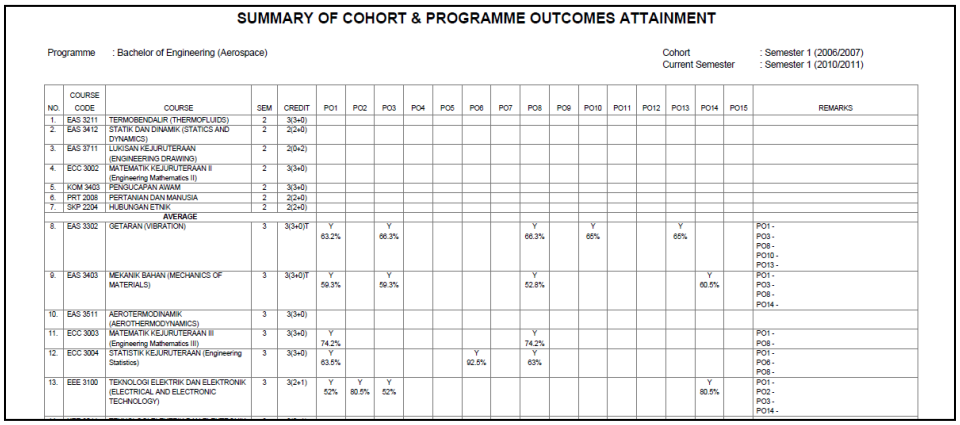


Figure 8.4.2.1: Choose programme and cohort

3. List of courses and programme attainment for particular cohort will be displayed.



SUMMARY OF COHORT & PROGRAMME OUTCOMES ATTAINMENT

Programme : Bachelor of Engineering (Aerospace)
Cohort : Semester 1 (2006/2007)
Current Semester : Semester 1 (2010/2011)

NO.	COURSE CODE	COURSE	SEM	CREDIT	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PO13	PO14	PO15	REMARKS
1.	EAS 3211	TERMOBENDALIR (THERMOFLUIDS)	2	3(3+0)																
2.	EAS 3412	STATIK DAN DINAMIK (STATICS AND DYNAMICS)	2	2(2+0)																
3.	EAS 3711	LUKISAN KEJURUTERAAN (ENGINEERING DRAWING)	2	2(0+2)																
4.	ECC 3002	MATEMATIK KEJURUTERAAN II (Engineering Mathematics II)	2	3(3+0)																
5.	KOM 3403	PENGUCAPAN AWAM	2	3(3+0)																
6.	PRT 2008	PERTANIAN DAN MANUSIA	2	2(2+0)																
7.	SKP 2204	HUBUNGAN ETNIK	2	2(2+0)																
		AVERAGE																		
8.	EAS 3302	GETARAN (VIBRATION)	3	3(3+0)T	Y 63.2%		Y 66.3%					Y 66.3%		Y 65%			Y 65%			PO1 - PO3 - PO8 - PO10 - PO13 -
9.	EAS 3403	MEKANIK BAHAN (MECHANICS OF MATERIALS)	3	3(3+0)T	Y 59.3%		Y 59.3%					Y 52.8%						Y 60.5%		PO1 - PO3 - PO8 - PO14 -
10.	EAS 3511	AEROTERMODINAMIK (AEROTHERMODYNAMICS)	3	3(3+0)																
11.	ECC 3003	MATEMATIK KEJURUTERAAN III (Engineering Mathematics III)	3	3(3+0)	Y 74.2%							Y 74.2%								PO1 - PO8 -
12.	ECC 3004	STATISTIK KEJURUTERAAN (Engineering Statistics)	3	3(3+0)	Y 63.5%					Y 92.5%		Y 63%								PO1 - PO6 - PO8 -
13.	EEE 3100	TEKNOLOGI ELEKTRIK DAN ELEKTRONIK (ELECTRICAL AND ELECTRONIC TECHNOLOGY)	3	3(2+1)	Y 52%	Y 60.5%	Y 52%											Y 60.5%		PO1 - PO2 - PO3 - PO14 -

Figure 8.4.2.2: Summary of cohort & programme outcomes attainment report

8.4.3 NUMBER OF STUDENTS FAILED TO ATTAIN PROGRAMME OUTCOMES

1. Click 'Number of Students Failed to Attain Programme Outcomes' icon under process Programme Evaluation.
2. Choose programme and cohort.

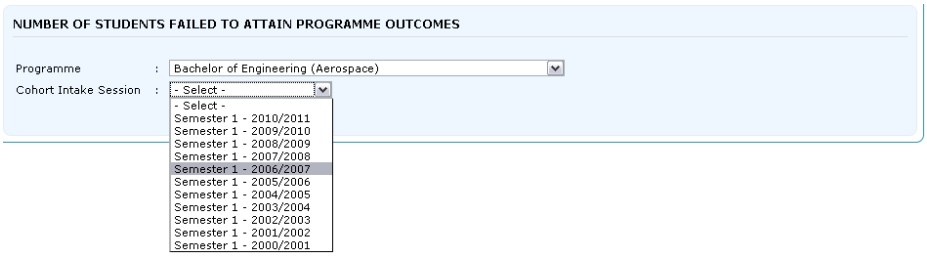


Figure 8.4.3.1: Choose programme and cohort

3. List of courses and number of students failed for each PO will be displayed. Click on number for each course to view list of students failed for that particular course.

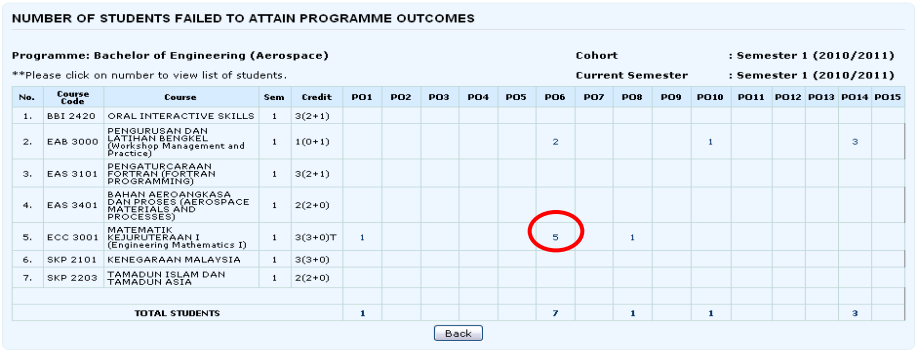


Figure 8.4.3.2: List of courses and number of students failed for each PO

4. List of students failed for the particular course and PO will be displayed.
   Click 'Close' to close the windows.
   Click 'Print' to print the information.

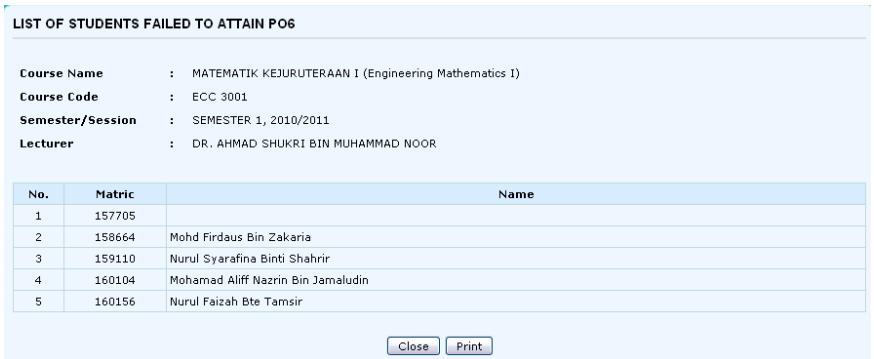
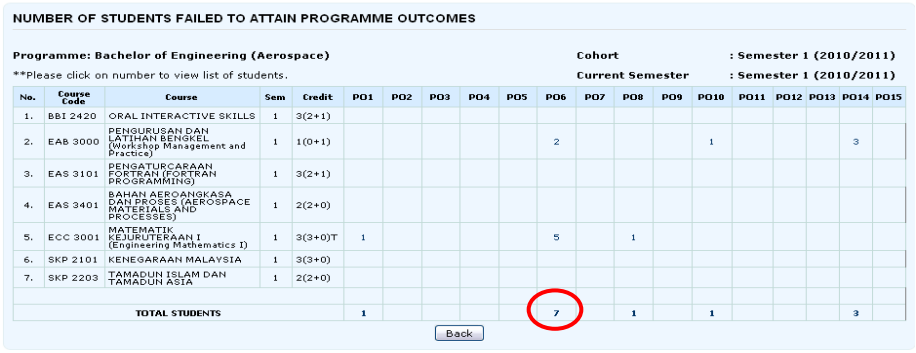


Figure 8.4.3.3: List of students failed for the particular course and PO

5. Click on number at 'Total Students' to view overall students failed for each PO and particular cohort.



NUMBER OF STUDENTS FAILED TO ATTAIN PROGRAMME OUTCOMES

Programme: Bachelor of Engineering (Aerospace) Cohort : Semester 1 (2010/2011)

**Please click on number to view list of students. Current Semester : Semester 1 (2010/2011)

No.	Course Code	Course	Sem	Credit	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PO13	PO14	PO15
1.	BBI 2420	ORAL INTERACTIVE SKILLS	1	3(2+1)															
2.	EAB 3000	PENGURUSAN DAN LATIHAN BENGKEL (Workshop Management and Practice)	1	1(0+1)						2				1				3	
3.	EAS 3101	PENGATURCARAAN FORTRAN (FORTRAN PROGRAMMING)	1	3(2+1)															
4.	EAS 3401	BAHAN AEROANGKASA DAN PROSES (AEROSPACE MATERIALS AND PROCESSES)	1	2(2+0)															
5.	ECC 3001	MATEMATIK KEJURUTERAAN I (Engineering Mathematics I)	1	3(3+0)T	1					5		1							
6.	SKP 2101	KENEGARAAN MALAYSIA	1	3(3+0)															
7.	SKP 2203	TAMADUN ISLAM DAN TAMADUN ASIA	1	2(2+0)															
TOTAL STUDENTS					1					7		1		1				3	

Back

Figure 8.4.3.4: List of courses and number of students failed for each PO

6. List of students failed for the particular cohort, programme and PO will be displayed.
   Click 'Close' button to close the windows.
   Click 'Print' button to print the information.

LIST OF STUDENT FAILED TO ATTAIN THE PO6

Programme : Bachelor of Engineering (Aerospace)

Cohort : Semester 1 (2010/2011)

No.	Matric	Name
1	157305	John Jacop Anak Dom
2	158664	Mohd Firdaus Bin Zakaria
3	159523	Muhammad Nazrin Bin Mohmad Isa
4	159856	
5	159857	Ahmad Hussein Abdelgh
6	160156	Nurul Faizah Bte Tamsir
7	160277	Muhammad Fakhrie Bin Baharudin

Close Print

Figure 8.4.3.5: Overall students failed for programme and cohort

8.4.4 TREND ANALYSIS PER COHORT

1. Click 'Trend Analysis Per Cohort' icon under process Programme Evaluation.
2. Choose programme, cohort and type of report.

Figure 8.4.4.1: Choose programme, cohort and type of report

3. If type of report 'Details' been selected, list if courses and programme attainment for particular cohort will be displayed

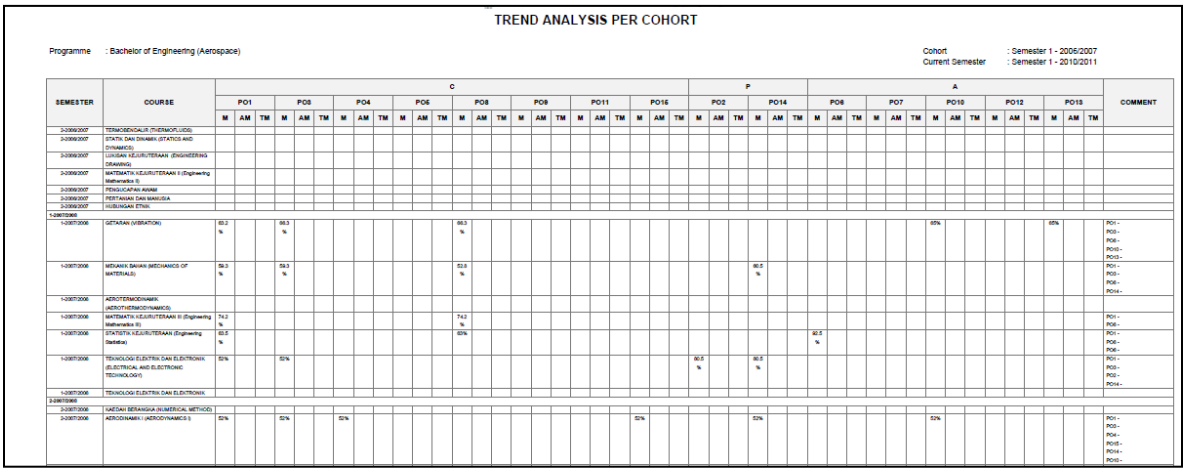


Figure 8.4.4.2: Trend Analysis Per Cohort

4. If type of report 'Histogram' been selected, histogram will be displayed

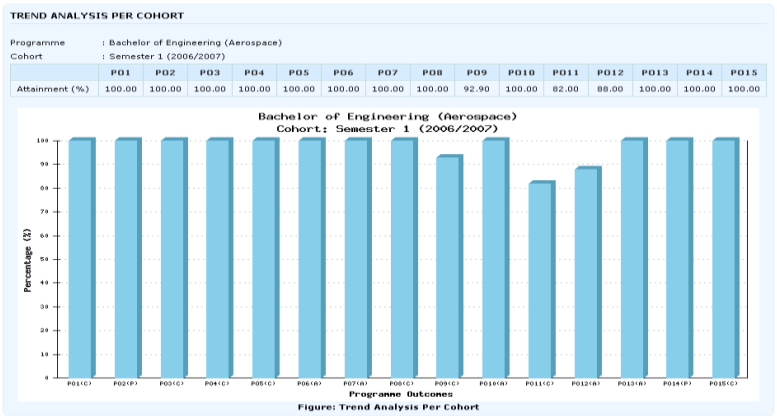


Figure 8.4.4.3: Histogram for trend analysis per cohort

8.4.5 TREND ANALYSIS PER COURSE

1. Click 'Trend Analysis Per Course' icon under process Programme Evaluation.
2. Choose department, type of programme and course.

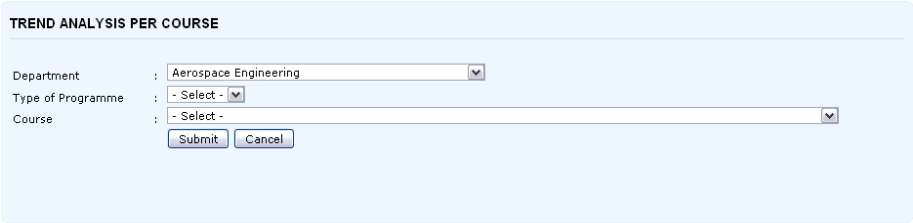


Figure 8.4.5.1: Choose department, type of programme and course

3. Details of programme outcome attainment and histogram for particular course will be displayed.

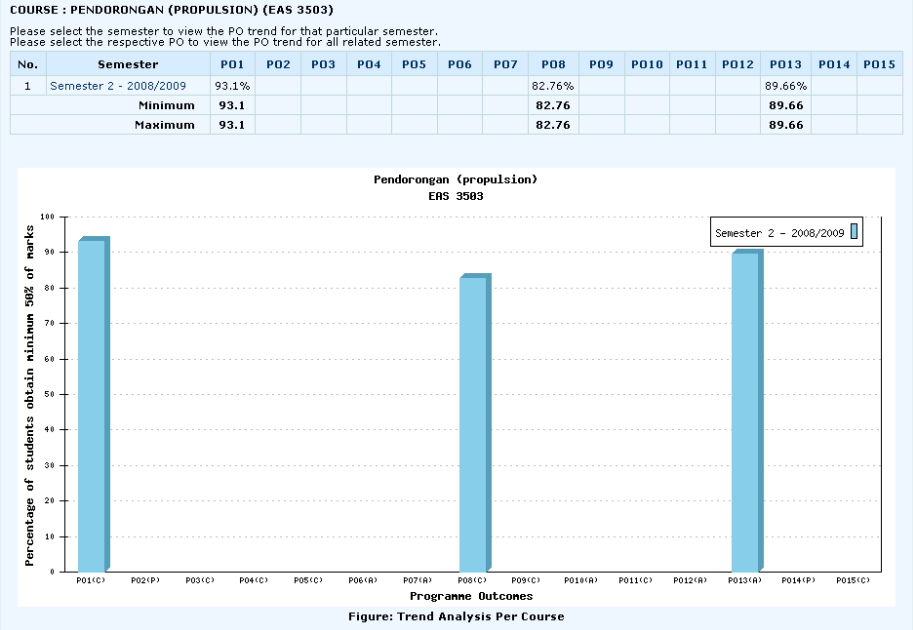


Figure 8.4.5.2: Course histogram

8.4.6 PROGRAMME OUTCOMES ATTAINMENT PER STUDENT

1. Click 'Programme Outcomes Attainment Per Student' icon under process Programme Evaluation.
2. Choose programme, intake session and student's name and click 'Submit' button.

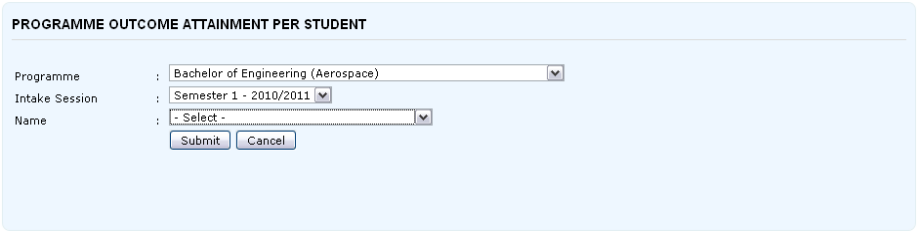
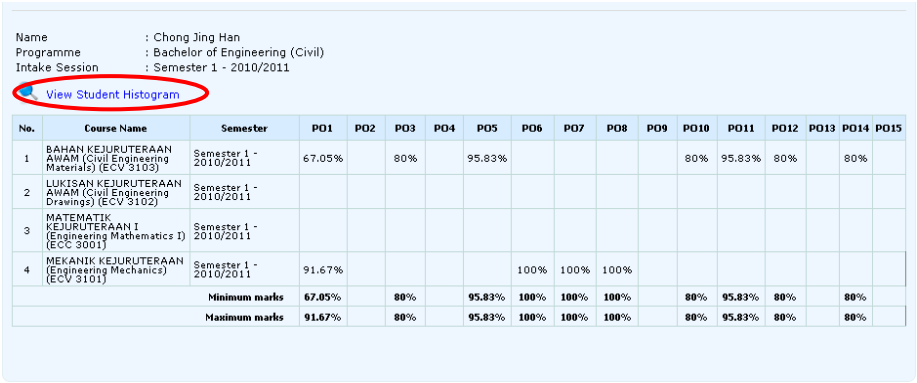


Figure 8.4.6.1: Choose programme, intake session and student's name

3. Details of student attainment will be displayed. Click 'View Student Histogram' to view the histogram.



No.	Course Name	Semester	PO1	PO2	PO3	PO4	PO5	PO6	PO7	PO8	PO9	PO10	PO11	PO12	PO13	PO14	PO15
1	BAHAN KEJURUTERAAN AWAM (Civil Engineering Materials) (ECV 3103)	Semester 1 - 2010/2011	67.05%		80%		95.83%					80%	95.83%	80%		80%	
2	LUKISAN KEJURUTERAAN AWAM (Civil Engineering Drawings) (ECV 3102)	Semester 1 - 2010/2011															
3	MATEMATIK KEJURUTERAAN I (Engineering Mathematics I) (ECC 3001)	Semester 1 - 2010/2011															
4	MEKANIK KEJURUTERAAN (Engineering Mechanics) (ECV 3101)	Semester 1 - 2010/2011	91.67%					100%	100%	100%							
		Minimum marks	67.05%		80%		95.83%	100%	100%	100%		80%	95.83%	80%		80%	
		Maximum marks	91.67%		80%		95.83%	100%	100%	100%		80%	95.83%	80%		80%	

Figure 8.4.6.2: Details of student attainment

4. Histogram for the particular student will be displayed.

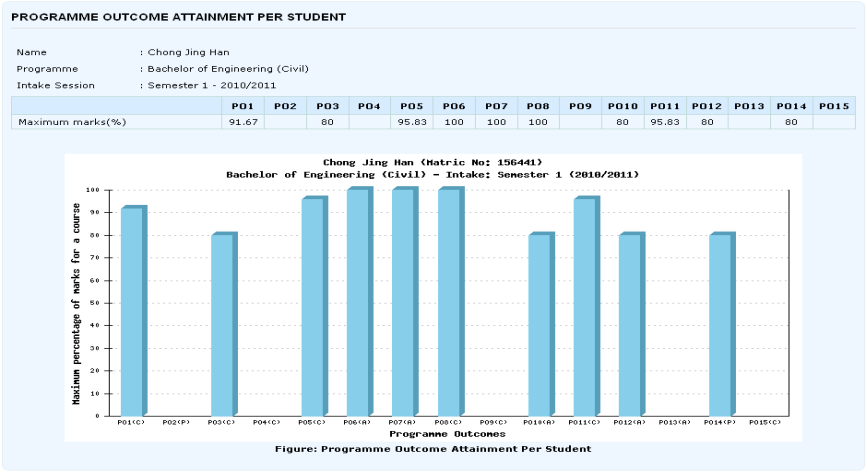


Figure 8.4.6.3: Student histogram