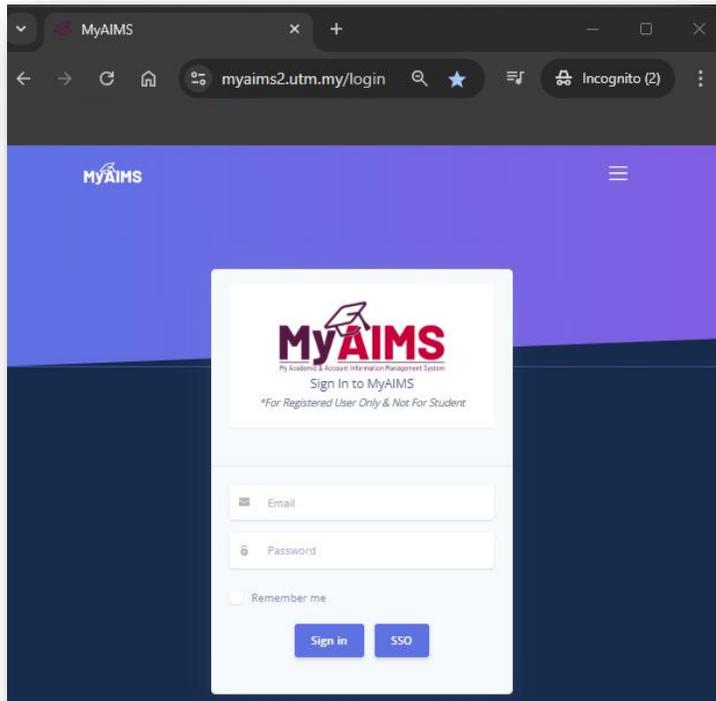




UTM
UNIVERSITI TEKNOLOGI MALAYSIA

PANDUAN PENGESAHAN PERMOHONAN PENDAFTARAN KURSUS

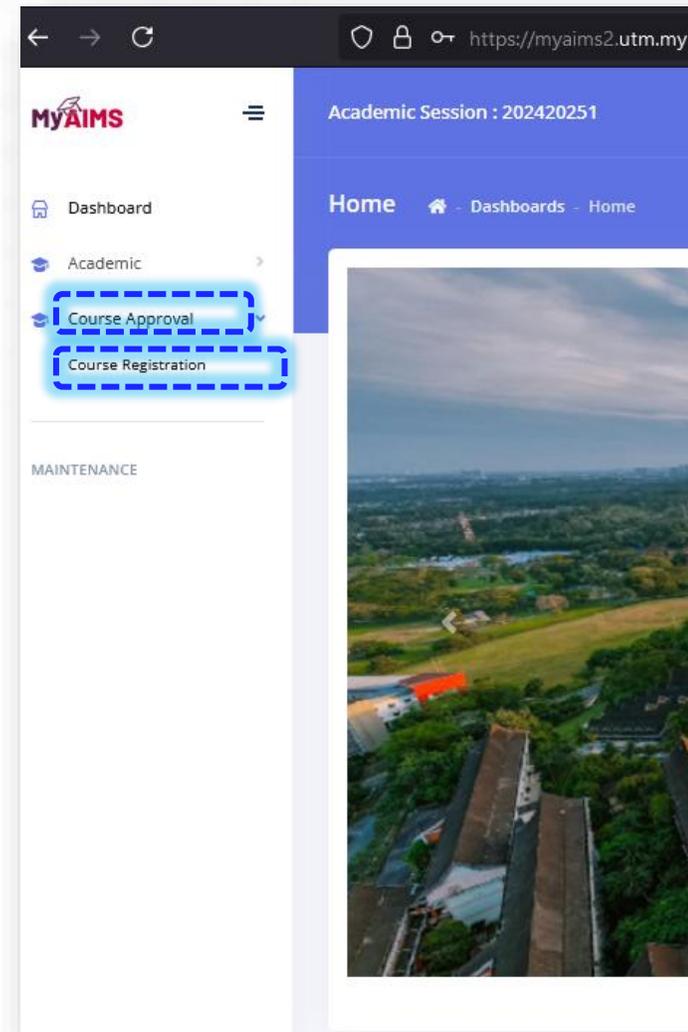
untuk Timbalan Dekan

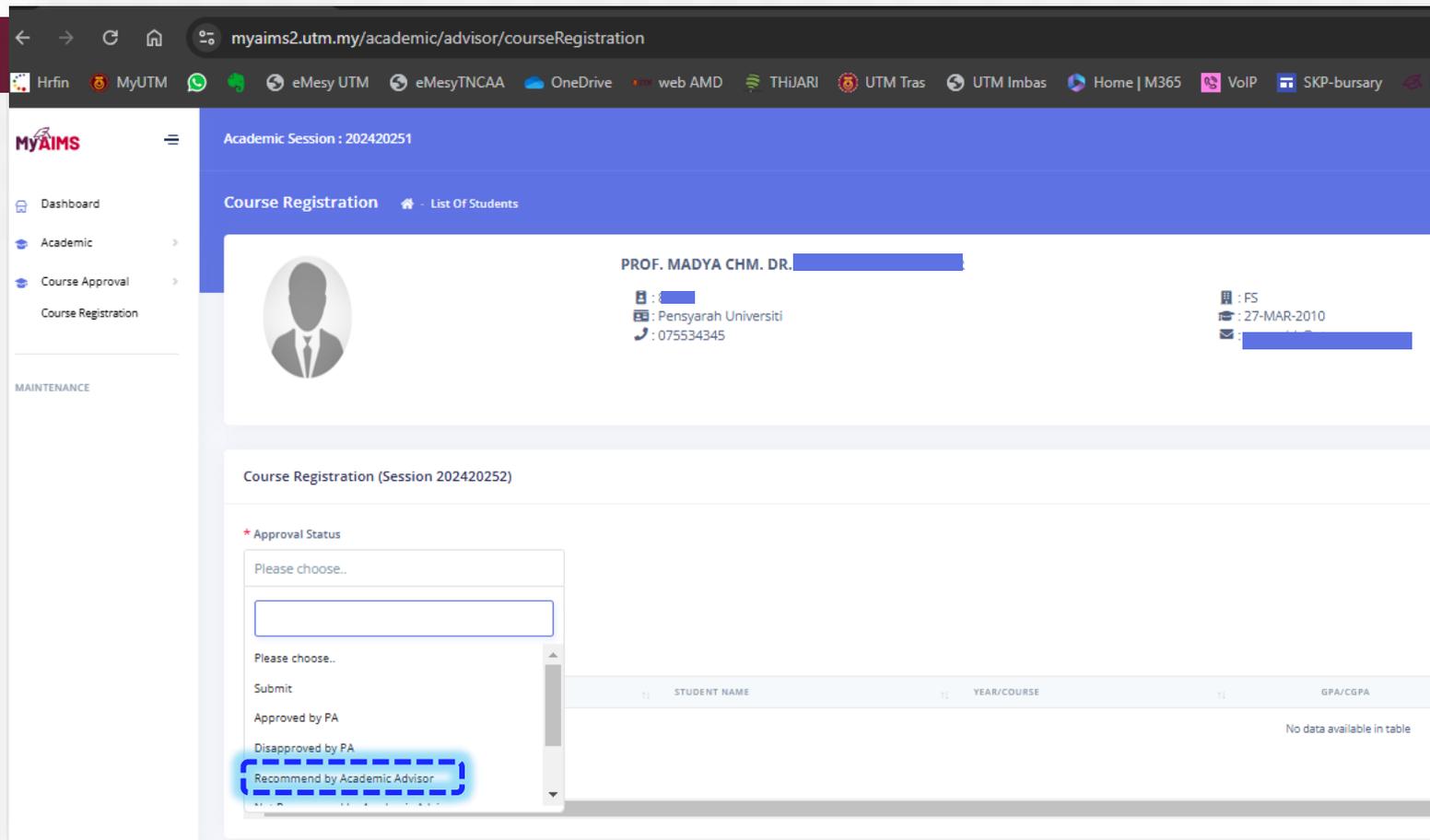


- 1 Log masuk MyAIMS2 melalui <https://myaims2.utm.my> menggunakan login rasmi TDA, eg: tdafke@utm.my, tdafm@utm.my

- 2 Klik **Course Approval**

- 3 Klik **Course Registration**





The screenshot shows the MyAIMS Course Registration interface. At the top, the user is identified as PROF. MADYA CHM. DR. [REDACTED], a Lecturer at Universiti Teknologi Malaysia (UTM), with contact information including a phone number (075534345) and an email address. The page title is 'Academic Session : 202420251' and the current view is 'Course Registration'. A sidebar on the left contains navigation options like Dashboard, Academic, Course Approval, and Course Registration. The main content area shows 'Course Registration (Session 202420252)' with an 'Approval Status' dropdown menu. The dropdown is open, showing options: 'Please choose..', 'Submit', 'Approved by PA', 'Disapproved by PA', and 'Recommend by Academic Advisor'. The 'Recommend by Academic Advisor' option is highlighted with a red dashed box. Below the dropdown is a table with columns for 'STUDENT NAME', 'YEAR/COURSE', and 'GPA/CGPA', which currently contains no data.

TDA hanya perlu membuat pengesahan kepada yang berstatus **"RECOMMENDED BY ACADEMIC ADVISOR"** sahaja.

Keterangan status:

SUBMITTED = permohonan pelajar masih dalam tindakan pengesahan oleh PA. TDA hanya dapat membuat pengesahan selepas pengesahan oleh PA.

RECOMMENDED BY ACADEMIC ADVISOR = Pelajar telah memohon lebih 18 kredit dan PA menyokong dan memerlukan kelulusan TDA.

APPROVED BY PA = Pelajar telah memohon tidak melebihi 18 kredit dan PA telah meluluskan. Tidak memerlukan kelulusan TDA

DISAPPROVED BY ACADEMIC ADVISOR / NOT RECOMMENDED BY ACADEMIC ADVISOR = Tidak memerlukan kelulusan TDA

4 Pilih **Recommended by Academic Advisor**

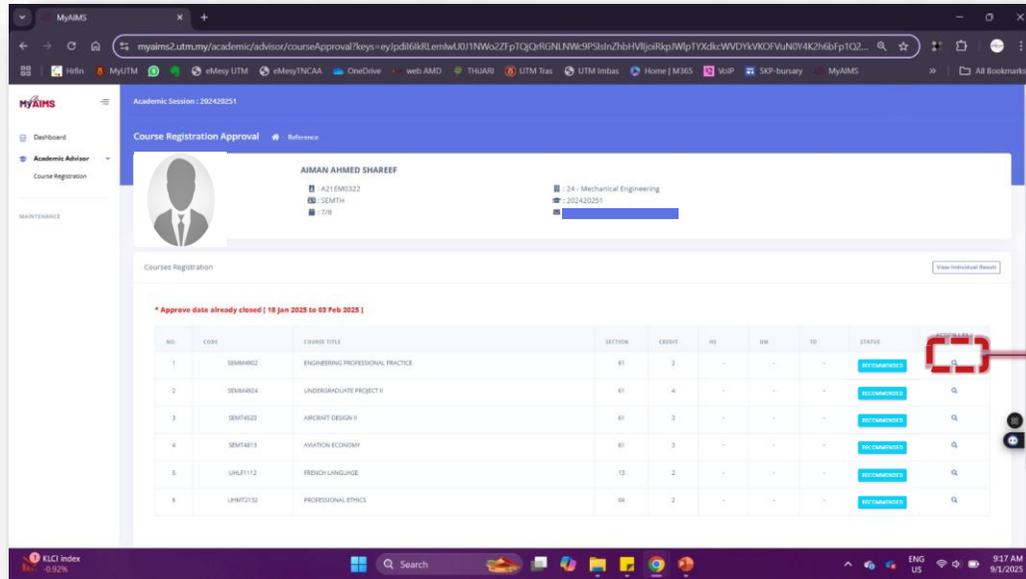
MAKLUMAT TAMBAHAN

Timbalan Dekan boleh mengesahkan permohonan pendaftaran kursus melalui DUA (2) cara iaitu samada pengesahan kursus secara satu persatu atau pengesahan kursus secara “batch”:

- Untuk mengesahkan secara **satu persatu**, ikuti **Langkah 5**
- Untuk mengesahkan **secara “batch”**, ikuti **Langkah 6**

5

Untuk mengesahkan kursus secara **satu persatu**



a) Klik 

b) Pilih status yang bersesuaian

Course Registration

| Course Info | | Approval Info | |
|--------------|-------------------------------|-----------------|------------|
| Course Code | SBEQ4242 | Approval Status | APPROVE |
| Course Title | CONSTRUCTION MEASUREMENT (CIV | Approval Date | 31/12/2024 |
| Section | 01 | Remarks | diluluskan |
| Credit | 2 | Staff Name | |

Save **Cancel**

c) Klik **Save**

| NO. | CODE | COURSE TITLE | SECTION | CREDIT | HS | UM | TD | STATUS | ACTION (TDA) |
|-----|----------|--|---------|--------|----|----|----|-------------|---|
| 1 | SBEA2148 | DESIGN 4 | 01 | 8 | - | - | - | RECOMMENDED |  |
| 2 | SBEQ4242 | CONSTRUCTION MEASUREMENT (CIVIL ENGINEERING WORKS) | 01 | 2 | - | - | - | APPROVED |  |

d) Status pada kursus akan berubah mengikut pengesahan

6 Untuk mengesahkan kursus secara "batch"

MOHAMAD AMRI MAULANA BIN SUROSO

AZ0BE0120
SBEQH
7/8

5200 - Built Environment And Surveying
202420251

Courses Registration [View Individual Result](#)

** Please review the course registration application within [15 Jan 2025 to 03 Feb 2025]*

| NO. | CODE | COURSE TITLE | SECTION | CREDIT | HS | UM | TD | STATUS | ACTION (TDA) |
|-----|----------|---------------------------------|---------|--------|----|----|----|-------------|----------------|
| 1 | SEMM2123 | MECHANICS OF SOLIDS II | 81 | 3 | - | - | - | RECOMMENDED | 🔍 |
| 2 | SEMM3033 | FINITE ELEMENT METHODS | 05 | 3 | - | - | - | RECOMMENDED | 🔍 |
| 3 | SEMM3253 | MECHATRONICS | 05 | 3 | - | - | - | RECOMMENDED | 🔍 |
| 4 | SEMM3443 | HEAT TRANSFER | 05 | 3 | - | - | - | RECOMMENDED | 🔍 |
| 5 | SEMM3813 | INDUSTRIAL ENGINEERING | 02 | 3 | - | - | - | RECOMMENDED | 🔍 |
| 6 | SEMM3941 | LABORATORY III | 05 | 1 | - | - | - | RECOMMENDED | 🔍 |
| 7 | ULRF3931 | ROTU NAVY V (KD) | 01 | 1 | - | - | - | RECOMMENDED | 🔍 |
| 8 | ULRS3032 | ENTREPRENEURSHIP AND INNOVATION | 04 | 2 | - | - | - | RECOMMENDED | 🔍 |

Total Credit Registered : 19
Total Credit Approved : 0

[Edit By Batching](#)

a) Klik Edit by Batching

b) Klik "checkbox" pada kursus yang dikehendaki
Nota: Boleh untuk klik sebahagian atau keseluruhan

Courses Registration [View Individual Result](#)

** Please review the course registration application within [15 Jan 2025 to 03 Feb 2025]*

| NO. | CODE | COURSE TITLE | SECTION | CREDIT | HS | UM | TD | STATUS | ACTION (TDA) |
|-----|----------|---------------------------------|---------|--------|----|----|----|-------------|-------------------------------------|
| 1 | SEMM2123 | MECHANICS OF SOLIDS II | 81 | 3 | - | - | - | RECOMMENDED | <input checked="" type="checkbox"/> |
| 2 | SEMM3033 | FINITE ELEMENT METHODS | 05 | 3 | - | - | - | RECOMMENDED | <input type="checkbox"/> |
| 3 | SEMM3253 | MECHATRONICS | 05 | 3 | - | - | - | RECOMMENDED | <input checked="" type="checkbox"/> |
| 4 | SEMM3443 | HEAT TRANSFER | 05 | 3 | - | - | - | RECOMMENDED | <input checked="" type="checkbox"/> |
| 5 | SEMM3813 | INDUSTRIAL ENGINEERING | 02 | 3 | - | - | - | RECOMMENDED | <input checked="" type="checkbox"/> |
| 6 | SEMM3941 | LABORATORY III | 05 | 1 | - | - | - | RECOMMENDED | <input checked="" type="checkbox"/> |
| 7 | ULRF3931 | ROTU NAVY V (KD) | 01 | 1 | - | - | - | RECOMMENDED | <input checked="" type="checkbox"/> |
| 8 | ULRS3032 | ENTREPRENEURSHIP AND INNOVATION | 04 | 2 | - | - | - | RECOMMENDED | <input checked="" type="checkbox"/> |

Approval Status:

Remark:

Total Credit Registered : 19
Total Credit Approved : 16

[Save](#) [Cancel](#)

c) Pilih status bersesuaian

d) Klik Save

CONTACT US

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Email: bendahari-ukp@utm.my

(please quote your full name and identification number (IC/ISID) and the subject of your query when contacting us)



Digital Services Department

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THANK YOU



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**Academic Management &
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