

PSM2 Online System Guide: Supervisor/Examiner

Please use this guide to help you use the new PSM2 Online System.

Step 1:

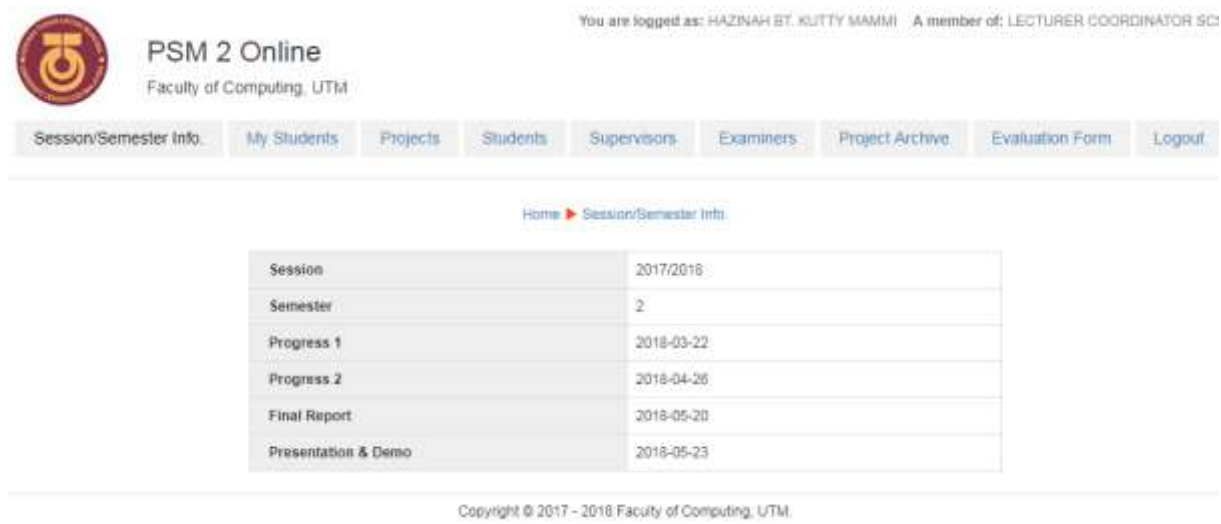
Go to www.fc.utm.my, choose PSM2 Online.

Step 2:

Enter username and password.

Step 3:

Upon successful login, you will receive this window, refer Figure 1 below. Here you will see the important dates within the current semester.



The screenshot shows the PSM2 Online system interface. At the top left is the UTM logo and the text "PSM 2 Online Faculty of Computing, UTM". At the top right, it says "You are logged as: HAZINAH BT. KUTTY MAMMI A member of: LECTURER COORDINATOR SCI". Below this is a navigation menu with tabs: "Session/Semester Info.", "My Students", "Projects", "Students", "Supervisors", "Examiners", "Project Archive", "Evaluation Form", and "Logout". The "Session/Semester Info." tab is selected, and the breadcrumb "Home > Session/Semester Info." is visible. The main content area contains a table with the following data:

Session	2017/2018
Semester	2
Progress 1	2018-03-22
Progress 2	2018-04-26
Final Report	2018-05-20
Presentation & Demo	2018-05-23

At the bottom of the page, it says "Copyright © 2017 - 2018 Faculty of Computing, UTM."

Figure 1

Step 4:

Click on the My Students tab to find students under your supervision and the ones you are evaluating (ref: Figure 2). Please note that currently, evaluators have not been assigned yet. If students under your supervision are not visible, or there is an error, please feel free to contact your PSM2 Coordinator or Dr Siti Hajar or Dr Abdul Razak Samingan.



Supervision

Examination

Home > My Students > Supervision > List

1 - 3 of 3 Records.

Num.	Student Name : ¹	Student Email	Program Code	SV Status	Operation
1.	MUHAMMAD IKHWAN BIN ROZALI	ikhwanzozali@gmail.com	SCSR	MAIN-SV	View Project Progress 1 (0.0) Progress 2 (0.0) Final Progress (0.0)
2.	NUR SYUHADAHA BINTI ARIFF	syuhadahariff@gmail.com	SCSR	MAIN-SV	View Project Progress 1 (0.0) Progress 2 (0.0) Final Progress (0.0)
3.	SITI NURLAILA BINTI MOHD ZAHRI	snurlailamz@gmail.com	SCSR	MAIN-SV	View Project Progress 1 (0.0) Progress 2 (0.0) Final Progress (0.0)

Items/List: 10 << | 1 >> List Set Num: 1/1

Filter(s) | Student Name: Program Code: Refresh List

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Figure 2

Under the Operation header for Supervision, you will find 4 clickable points: View Project, Progress 1, Progress 2, and Final Progress. These are to be used to enter marks for your students. Please note that Progress 1 and 2 are both opened for a specific time range only. After the time limit is up, you cannot enter marks.

Step 5:

To give marks, select one of the options, say Progress 1. Click the **Update** button and you will find radio buttons for marks (ref: Figure 4). Hovering the pointer on any marks button will show you the rubrics for it. Complete the marks and your supervisory comments, click **Save**.

PROGRESS 1 ASSESSMENT

Description:
The student's progress to be evaluated must fulfill at least 40% of the overall project objectives and scope proposed. The percentage to be considered from this evaluation is 5% (of the overall / final marks)

Items (Weight %)	Score Scales	Marks
B(3). Project Progress 1 (5%)		0.0 / 5
1) Milestone achieved (2 %)	/ 4	
2) Project Execution follows planning (2 %)	/ 4	
3) Knowledge and skill improvement (1 %)	/ 4	
TOTAL		0 / 5

Supervisor's Report (regarding student's project progress)

Update

Figure 3

PROGRESS 1 ASSESSMENT		
Description: The student's progress to be evaluated must fulfill at least 40% of the overall project objectives and scope proposed. The percentage to be considered from this evaluation is 5% (of the overall / final marks)		
Items (Weight %)	Score Scales	Marks
B(3). Project Progress 1 (5%)		
1) Milestone achieved (2%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	0.0 / 5
2) Project Execution follows planning (2%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
3) Knowledge and skill improvement (1%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
TOTAL		0 / 5
Supervisor's Report (regarding student's project progress) <div style="border: 1px solid black; height: 60px; width: 100%;"></div>		
<input type="button" value="Save"/> <input type="button" value="Cancel"/>		

Figure 4

Step 6:

To input marks as examiner/evaluator, click on the Examination link on the left side of the page. A list of all students that you will need to assess will be shown, along with Examiner status (ref.: Figure 5). Under the **Operation** header of Examination, you will find two clickable points: View Project and Evaluation. The former is to view project details; the latter is to input marks.

The screenshot shows the PSM 2 Online interface. At the top, it says "PSM 2 Online Faculty of Computing, UTM". There is a navigation menu with options like "Session/Semester Info", "My Students", "Projects", "Students", "Supervisors", "Examiners", "Project Archive", "Evaluation Form", and "Logout". The "Examiners" link is highlighted. Below the menu, there is a breadcrumb trail: "Home > My Students > Examination > List". A table displays a list of students with columns for "Num.", "Student Name", "Student Email", "Program Code", "Examiner Status", and "Operation". The table contains two rows of student data. Below the table, there are filters for "Student Name" and "Program Code", and a "Refresh List" button.

Num.	Student Name ¹	Student Email	Program Code	Examiner Status	Operation
1.	AHMAD FAZRIN BIN MUHAMAD	afmadiazrinmuhamad@gmail.com	SCSR	2ND	View Project Evaluation (0.0)
2.	MOHAMAD SUHAIMI BIN RAHMAT	msuhaimi37@live.utm.my	SCSR	MAIN	View Project Evaluation (0.0)

Figure 5

Step 7:

To give marks, select Evaluation. Click the **Update** button and you will find radio buttons for marks (ref: Figure 6). Hovering the pointer on any marks button will show you the rubrics for

it. Complete the marks and your evaluation comments, click **Save**. Please note that comments are compulsory.

FINAL PROGRESS ASSESSMENT		
Description: The percentage to be considered from this evaluation is 70% (of the overall / final marks)		
Items (Weight %)	Score Scales	Marks
B(5). Short Paper (5%)		
1) Originality of the paper (1%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	0.0 / 5
2) Technical soundness (2%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
3) Clarity of presentation (1%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
4) Format, citation and references (1%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
B(5a). Final Report System Development (25%)		
01) Abstract (1%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
02) Introduction (1%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
03) Literature review (2%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
04) Methodology (2%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	
05) System design (4%)	<input type="radio"/> 0 <input type="radio"/> 1 <input type="radio"/> 2 <input type="radio"/> 3 <input type="radio"/> 4	

Figure 6

When you are done, please log out of the system.