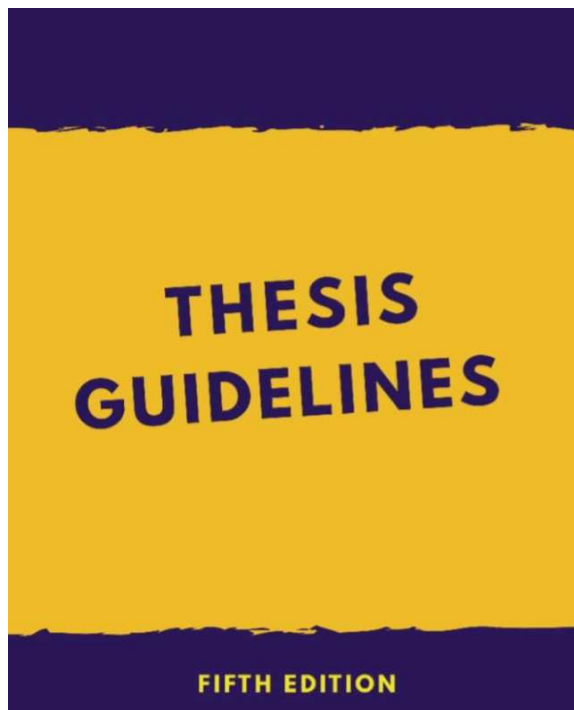


Auto-Generated Thesis Writing UTM Template

Prepared By:

Ts. Dr. Azman Mohamed and Dr. Nur Hafizah Abd Khalid



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How to open UTM Template

Open UTM Template – Version 2.3



Double Click- For Open New File

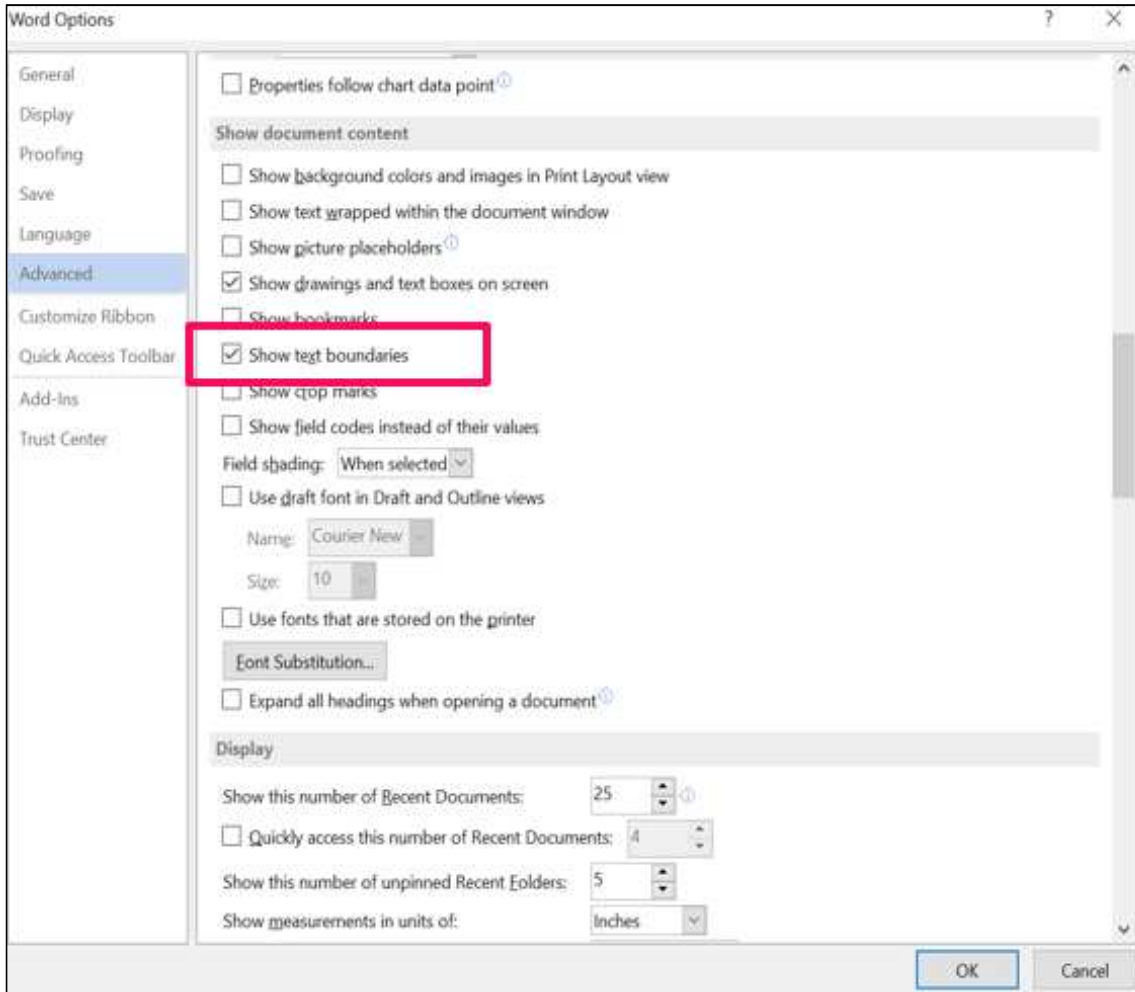
<http://sps.utm.my/thesis-formatting-2018/>



Single Click, Right Click – Edit File

Save as File

Show Text Boundaries



STEP:

File > Option > Advanced > Show Document Content > *Tick* Show text Boundaries >

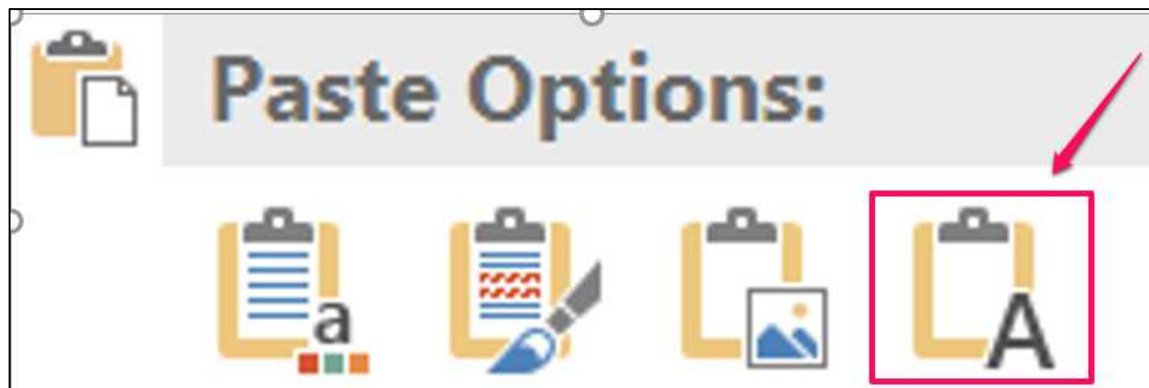
Click OK

Let's use the template



Title

- Insert Title
- Typing the title or Copy Paste: **Text Syle**
- Don't use delete button, Just use Backspace button



Declaration of Thesis

First Page-Fill the information in the Blank

Second Page- Choose and Item, Date (Hardbound Date)

'Choose-an-item. hereby declare that Choose-an-item. have read this Choose-an-item.
and in Choose-an-item.'
opinion this Choose-an-item. is sufficient in term of scope and quality for the'
award of the degree of Choose-an-item.'

Signature	:	
Name of Supervisor I	:	KHAIRUR RIJAL JAMALUDIN
Date	:	9-MAY-2017
	:	
Signature	:	
Name of Supervisor II	:	NOOR HAZARINA HASHIM
Date	:	9-MAY-2017
	:	
Signature	:	
Name of Supervisor II	:	MOHD-ZULI-JAAFAR
Date	:	9-MAY-2017

Bahagian B- Untuk Kegunaan Pejabat Sekolah Pengajian Siswazah

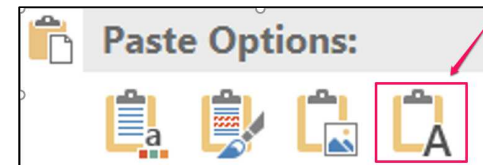
- Spelling error- Pcmeriksa (2 Times)
- Correction- Pemeriksa



Spelling
Mistakes

Title

- Insert Title
- Typing the title or Copy Paste
- Don't use delete button, Just use Backspace button
- Choose an Item, Choose School and Faculty



Thesis Title
ON-LINE-RECOGNITION-OF-DEVELOPING-CONTROL-CHART-PATTERNS*
TITLE*
TITLE*
TITLE*
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WAN-ZUKI-AZMAN-WAN-MUHAMAD*
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* Choose an item, submitted in Choose an item, of the ¶
requirements for the award of the degree of ¶
Choose an item.
¶
¶
School of Electrical Engineering*
Razak Faculty of Technology and Informatics*
Universiti Teknologi Malaysia*

Declaration – Page 10

- Choose and Item, Type Title, Choose Date (Date of Hardbound)

I declare that this entitled is the result of my own research except as cited in the references. The has not been accepted for any degree and is not concurrently submitted in candidature of any other degree. ¶

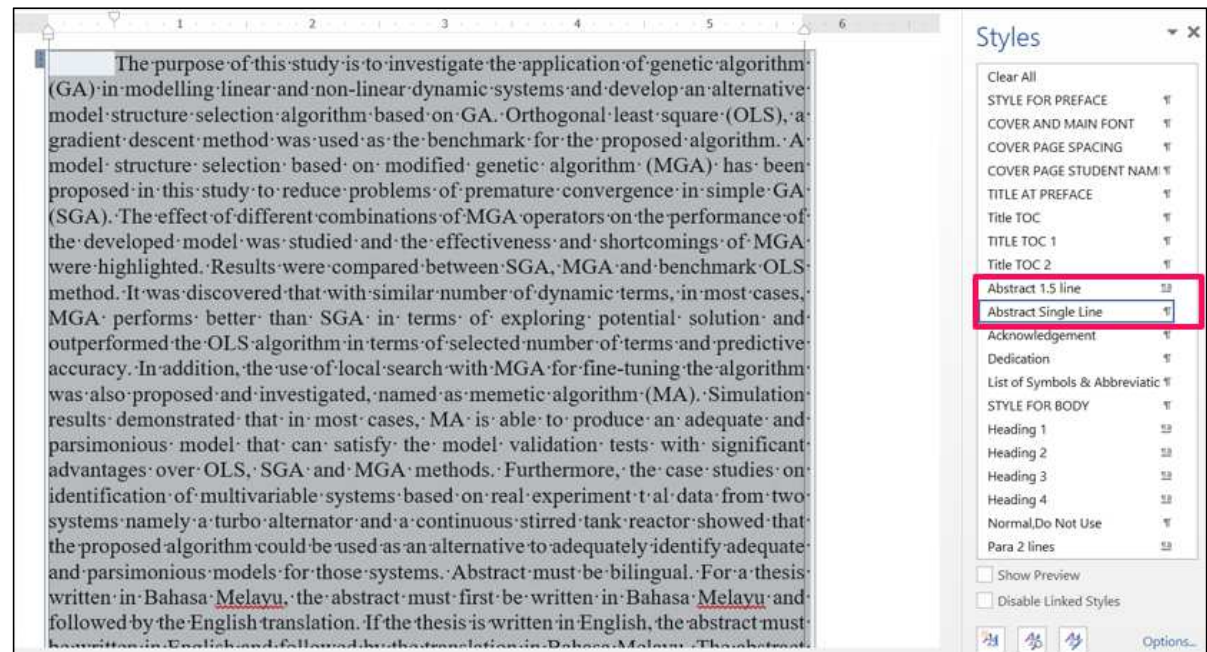
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Dedication- Page 11, Acknowledgement –Page 12, Abstract- Page 13, Abstrak- Page 14

- Type your text in the space provided
- Abstract (English Version)- Make sure with indent
- Abstrak (Malay Version)- Make sure with indent

• STYLE

- ✓ Abstract 1.5 lines
- ✓ Abstract single line



List of Tables, Figures, Abbreviations, Symbols, Appendices

- List of Tables, List of Figures – **Don't make any editing**
- List of Abbreviations, List of Symbols, List of Appendices- **Make manually editing**



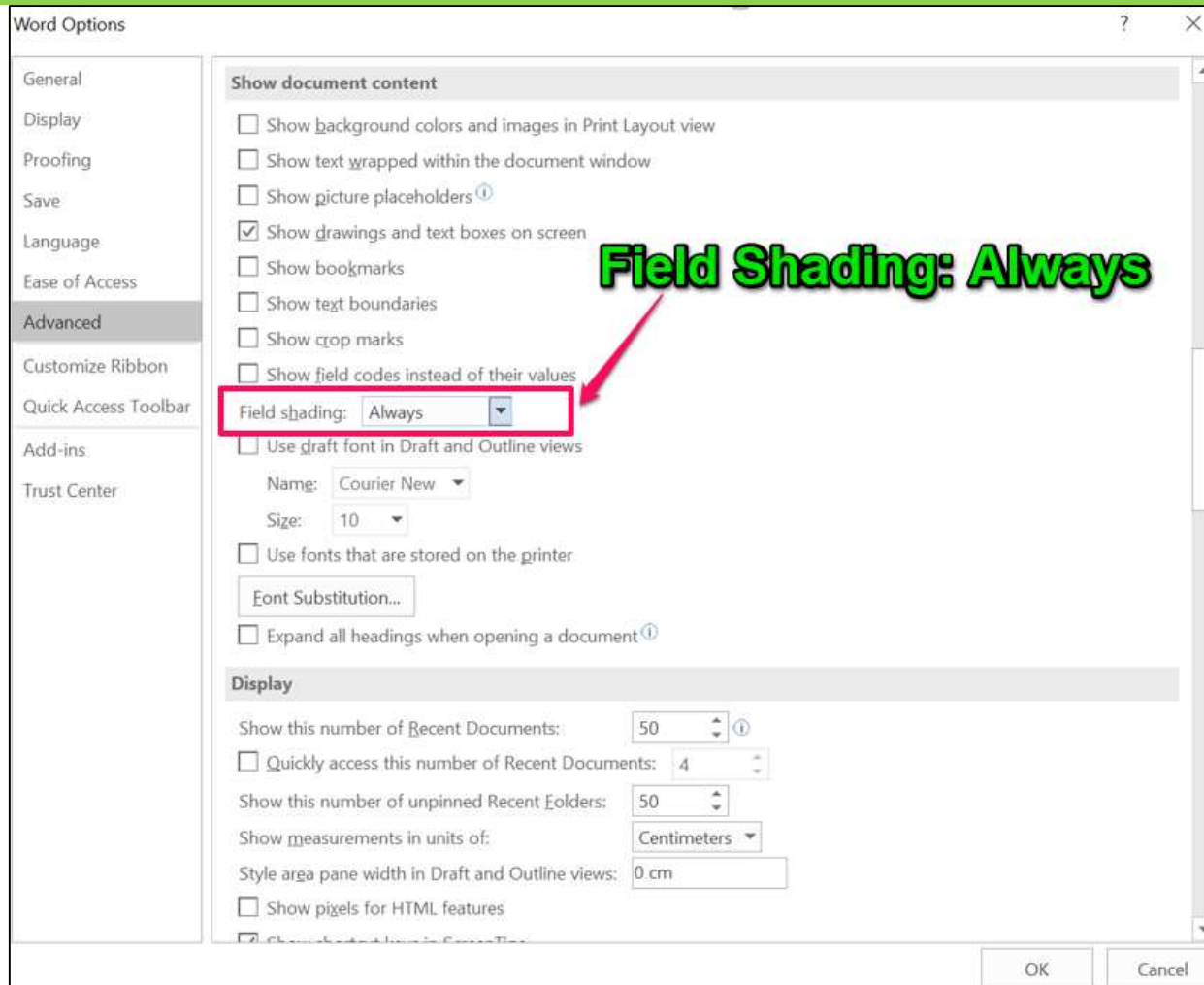
CHAPTER 1 – Page 21

- Copy (Ctrl+C) Paste (Ctrl-V)



- 2 First level (Title of the chapter) **heading 1**
- 2.1 Second level (Title of the sub-section) **heading 2**
- 2.1.1 Third level (Title of the sub-sub-section) **heading 3**
- 2.1.1.1 Fourth level (Title of the sub-sub-sub-section) **heading 4**

Field Shading- Highlight Citations during CNP



Remember UTM Format

- STYLE

- ✔ Paragraph to Paragraph- *Choose* Para 2 lines
- ✔ Paragraph to Figure/Table- *Choose* Para 2a
- ✔ Single Paragraph- *Choose* Para 4 lines
- ✔ Last Paragraph- *Choose* Para 4 a

How Develop New Chapter and Sub-Chapter?

- Last Page in Chapter – *Use* Break Style: Section Break (Odd Page)
- Develop New Page- Ctrl+ Enter > Go Back to Last Page in Chapter > *Change* Break Style: *From* Page Break *to* Section Break (Odd Page)

- Heading Refer to STYLE



2	First level (Title of the chapter)	heading 1
2.1	Second level (Title of the sub-section)	heading 2
2.1.1	Third level (Title of the sub-sub-section)	heading 3
2.1.1.1	Fourth level (Title of the sub-sub-sub-section)	heading 4

Develop Any New Chapter- Odd Number

STEP:

- > Click Heading 1- CHAPTER 6
- > Shift + Enter (3 times)
- > Type: CONCLUSION
- > Enter
- > *Set* Heading 2
- > *Set* Heading 3, Heading 4

2	First level (Title of the chapter)	heading 1
2.1	Second level (Title of the sub-section)	heading 2
2.1.1	Third level (Title of the sub-sub-section)	heading 3
2.1.1.1	Fourth level (Title of the sub-sub-sub-section)	heading 4

Insert Figure and Table

- *Untick* Show text Boundaries



STEP:

File > Option > Advanced > Show Document Content > *Untick* Show text Boundaries > *Click* OK

- Insert Figure/Table

STEP:

Create Table > No Box Line > View Gridline > *Insert Photo/Values*

Insert Figure and Table

- Figure/Table Caption

STEP:

References > Insert Caption > *Choose* Figure/Table > Numbering > *Tick* Include Chapter number > Use Separator: *Choose* Period > *Click* OK

Tab (1 Time) before write caption



- Modified Caption

- ✓ Example caption title untuk 1 line- Style: Caption for Figure/Table
- ✓ Example caption title untuk 2 line- Style: Caption for Figure/Table 2 lines

How to Make Figure and Table

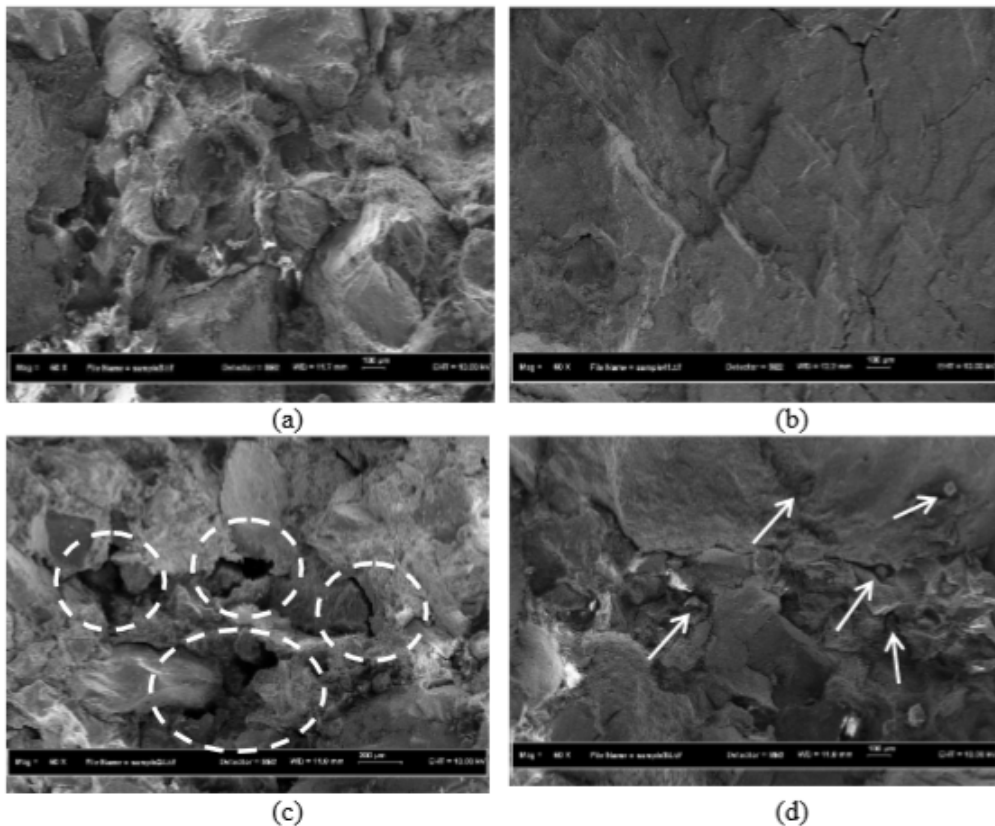


Figure 4.50 PC incorporating fine micro-filler (a) PC-GPOFA (b) PC-CaCO₃ PC with coarse filler (c) PC-UPOFA (d) PC-Sand.

Table 5.21 Assessment of water absorption of PC

Absorption (%)	Absorption rating	Concrete quality
< 1.0	Low	Good
1.0 to 1.5	Average	Average
> 2.0	High	Poor

Insert Equation

- Insert Equation

STEP:

Create Table > No Box line > View Gridline > *Insert Equation* >

- Equation Caption

STEP:

References > Insert Caption > *Choose* Equation > *Tick* Exclude label from caption > Numbering > *Tick* Include Chapter number > Use Separator: *Choose* Period > *Click* OK

- Equation Bracket – UTM format

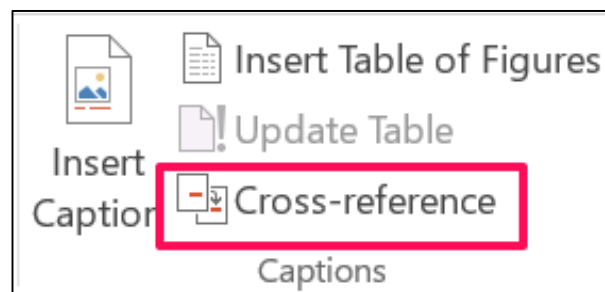
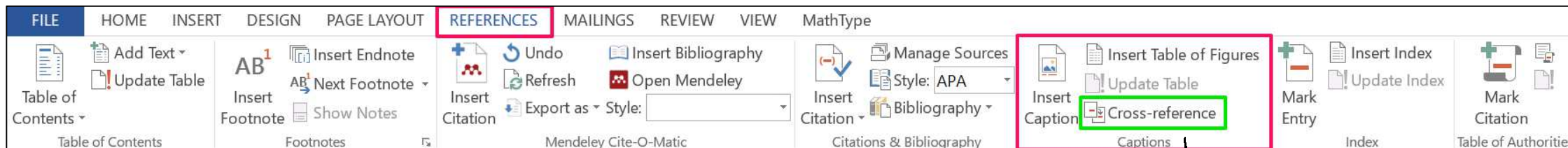


Cross-Reference

- Insert Equation

STEP:

References > Insert Cross References > Select Reference type, choose > Insert Reference to, choose label and number



Update TOC, List of Tables and Figures

Edit Field

TABLE OF CONTENTS		PAGE
DECLARATION	→	iii
DEDICATION	→	iii
ACKNOWLEDGEMENTS	→	iii
ABSTRACT	→	iii
ABSTRACT	→	iii
TABLE OF CONTENTS	→	iii
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LIST OF FIGURES	→	iii
LIST OF ABBREVIATIONS	→	iii
LIST OF SYMBOLS	→	iii
LIST OF APPENDICES	→	iii

Update entire Table

TABLE OF CONTENTS		PAGE
DECLARATION	→	iii
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ACKNOWLEDGEMENTS	→	iii
ABSTRACT	→	iii
ABSTRACT	→	iii
TABLE OF CONTENTS	→	iii
LIST OF TABLES	→	iii
LIST OF FIGURES	→	iii
LIST OF ABBREVIATIONS	→	iii
LIST OF SYMBOLS	→	iii
LIST OF APPENDICES	→	iii