

Manual Penggunaan Sistem OBE

1. Layari Sistem OBE di pautan berikut:

<https://obe.utm.my/obe.php>

2. Login sistem menggunakan Username dan Password ACID.

UTM UNIVERSITI TEKNOLOGI MALAYSIA

iOBE

[Access for Students](#)

Academic Staff Access

ACID Username (without @utm.my) : *changing your ACID username is not advisable*

ACID Password :

Send me an email about this login

[A simple demo video how to use the OBE \[Youtube\]](#)
[How to download to EXCEL and upload in bulk \[Youtube\]](#)

Academic ID (ACID) is maintained by the CICT. Access from outside must via <https://vpn.utm.my> for security reasons.

The system is still under development. Problems may arise from time to time.
Enquiry or reporting issues/problems regarding the application please contact : OBE Admin (obe@utm.my). We will rectify your problem as soon as possible.

The preparation of the Assessments is best performed before the semester.

3. Pilih [course-section-session-semester-faculty] yang berkaitan dan klik “Next”.

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Masukan Bagi Pentadbir Logout

Perdana/Full-Time Students SPACE/Part-Time Students/Others

Courses in AIMS for Full-Time (Perdana) Students

for other courses, such as for UTMSPACE, please select COURSES NOT IN AIMS

Select course/section/session/semester/faculty : (3)

Serving Faculty (for SPACE courses, please select SPACE as the faculty) : *the faculty that you served. Can be different than your faculty.

Historical Data ., found 9 CARs
Your past CARs are listed here

User Manual

UTMGENERAL combines all faculties in the particular section.
If your course is not listed, please email the course details (code,session,semester,section) to obe@utm.my
Empty Course means your username is not linked to your staff number. Please email obe@utm.my for correction.

- Klik "Import POs and COs from Other Section (Do this with caution)".

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Do not skip these STEPs. Start from Step 2 → 3 → 4 → 5 → 6 → 7 → 8 → 9 → 10
Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 → Step 2 → Step 3 → Step 4 → Step 5 → Step 6 → Step 7 → Step 8 → Step 9 → Step 10

End of Course Survey Reflection of Past PLOs and CLO **Import POs and COs from Other Section (Do this with caution) (4)** HISTORY HELP GO TO OTHER COURSE Manual Change Password Print DELETE EVERYTHING!!

Short Demos

[A simple demo video how to use the OBE \[Youtube\]](#)
[How to download to EXCEL and upload in bulk \[Youtube\]](#)

Steps to do the analysis :-

- Click "Teaching Plan" to prepare the teaching plan.
- Click "Course Learning Outline" and enter your course learning outcome (CLO) and PLO Mapping.
- Click "CLO and PLO to Assessment Mapping" to configure and set the assessment items with its corresponding "PO" and "CLO".
- Click "CLO to Assessment Mapping" to see the mapping set in Step 3.
- Then click "Add Students". The system will download the list from AIMS.
- Click "Students Marks" to enter the marks of the students. You could also do the submission in bulk.
- Click "PLO Analysis" to do the analysis and enter the CQI ***THE CQI IS COMPULSORY***.
- Click "CLO Analysis" to do the CLO analysis and enter the CQI ***THE CQI IS COMPULSORY***.
- Click "Students Results" to see their results.
- Course Assessment Report - use the online version to prepare your CRR ***THE REFLECTION IS COMPULSORY***.
- Import - to import existing PO, CLO from past semesters.

- Klik "mrashidi : 20192020 / 2 : SKEE2523 / 2 / SEE" pada senarai course untuk impot PLOs dan CLOs terkini seperti yang telah dikemaskini oleh penyelarar matapelajaran.

Do not skip these STEPs. Start from Step 2 → 3 → 4 → 5 → 6 → 7 → 8 → 9 → 10
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Step 1 → Step 2 → Step 3 → Step 4 → Step 5 → Step 6 → Step 7 → Step 8 → Step 9 → Step 10

End of Course Survey Reflection of Past PLOs and CLOs **Import POs and COs from Other Section (Do this with caution) (5)** HISTORY HELP GO TO OTHER COURSE Manual Change Password Print DELETE EVERYTHING!!

Imports Assessment, PIO and CLO from other session/semester. All existing data will be deleted.

Click ONE of the following information to be imported from:-

Caution/Warning : Once clicked, all students data will be deleted.

Find course code :

Found 69 course/section ...

Template NOT OK means the CLO-PLO used in the CAR preparation is not the official version.
 The academic office has to update the CLO-PLO mapping in the OBE System.
 Please contact obe@utm.my to update the mapping.

- [Template OK] [asmawati : 20152016 / 2 : SKEE2523 / 9 / FKE](#)
- [Template OK] [asrul : 20182019 / 2 : SKEE2523 / 8 / SEE](#)
- [Template OK] [asrul : 20182019 / 2 : SKEE2523 / 9 / SEE](#)
- [Template OK] [faridzubir : 20172018 / 2 : SKEE2523 / 7 / FKE](#)
- [Template OK] [hanif : 20152016 / 2 : SKEE2523 / 6 / FKE](#)
- [Template OK] [hanif : 20172018 / 2 : SKEE2523 / 9 / FKE](#)
- [Template OK] [hanif : 20182019 / 2 : SKEE2523 / 10 / SEE](#)
- [Template OK] [hisham : 20172018 / 2 : SKEE2523 / 3 / FKE](#)
- [Template OK] [jafri : 20172018 / 2 : SKEE2523 / 11 / FKE](#)
- [Template OK] [mariff : 20172018 / 2 : SKEE2523 / 8 / FKE](#) (5)
- [Template OK] [mdkamal : 20152016 / 2 : SKEE2523 / 3 / FKE](#)
- [Template OK] [mrashidi : 20172018 / 2 : SKEE2523 / 4 / FKE](#)
- [Template OK] [mrashidi : 20182019 / 1 : SKEE2523 / 1 / UTM SPACE](#)
- [Template OK] [mrashidi : 20182019 / 2 : SKEE2523 / 1 / UTM SPACE](#)
- [Template OK] [mrashidi : 20182019 / 2 : SKEE2523 / 4 / SEE](#)
- [Template OK] [mrashidi : 20192020 / 1 : SKEE2523 / 1 / SEE](#)
- [Template OK] [mrashidi : 20192020 / 1 : SKEE2523 / 2 / SEE](#)
- [Template OK] [mrashidi : 20192020 / 2 : SKEE2523 / 1 / FKE](#)
- [Template OK] [mrashidi : 20192020 / 2 : SKEE2523 / 2 / SEE](#)
- [Template OK] [nhafizah : 20152016 / 2 : SKEE2523 / 10 / FKE](#)

6. Setelah mendapat paparan “Import Completed”, klik “Step 5. Import Student from AIMS”.

Do not skip these STEPs. Start from Step 2 → 3 → 4 → 5 → 6 → 7 → 8 → 9 → 10
 Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 → Step 2 → Step 3 → Step 4 → Step 5 → (6) Step 6 → Step 7 → Step 8 → Step 9 → Step 10

Step 5 - Get Student Data from AIMS

End of Course Survey Reflection of Past PLOs and CLOs Import POs and COs from Other Section (Do this with caution) HISTORY HELP GO TO OTHER COURSE Manual Change Password Print DELETE EVERYTHING!!

Course Code SKEE2523
 Session 20192020
 Semester 2
 Username mrashidi
 Section 2

Import Completed

7. Ikut langkah “Students’ Marks Entry” seperti yang dipaparkan untuk masukkan markah pelajar ke dalam Sistem OBE.

Do not skip these STEPs. Start from Step 2 → 3 → 4 → 5 → 6 → 7 → 8 → 9 → 10
 Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 → Step 2 → Step 3 → Step 4 → Step 5 → Step 6 → Step 7 → Step 8 → Step 9 → Step 10

Step 7 - PLO Analysis and update the CQI

End of Course Survey Reflection of Past PLOs and CLOs Import POs and COs from Other Section (Do this with caution) HISTORY HELP GO TO OTHER COURSE Manual Change Password Print DELETE EVERYTHING!! Logout

Import from AIMS

Students' Marks Entry

BULK ADDITION OF MARKSOR ADD STUDENTS DOWNLOAD TO EXCEL DOWNLOAD AS TEXT DELETE ALL STUDENTS

Data in CSV is comma delimited. Use commas to separate the cells. The commas will be used by the OBE System.

Steps to Add Marks

(7)

1. Click "Download to EXCEL" to download the spreadsheet file.
2. Open the spreadsheet file in EXCEL or other spreadsheet applications.
3. Enter the marks of the students.
4. Copy the contents of GREY cells in the spreadsheet.
5. Go to Step 6 and click "Bulk Addition of Marks".
6. Paste the content into the yellow textbox and press Save.

If there are changes to the marks of the students, you need to repeat Step 7, 8, 9 and 10 to update all Marks, Grades, CLO and PLO information.

Step 2 and Step 3 are disabled for editing when Step 6 is not empty. You need to delete ALL students in order to modify Step 2 and Step 3.

New students can be added in the EXCEL form according to the given format.

You may edit marks in the boxes below. Values are automatically stored. Total is not automatic. Press Step 6 to refresh.

[Refresh](#)

Delete selection

| Check to Delete All | No | Student Name | Student Matric No | ASSIGNMENT (Fullmark:15) (Contribute to 15/100) CLO3 PLO6 | QUIZ CLO1 (Fullmark:5) (Contribute to 2.5/100) CLO1 PLO3 | QUIZ CLO2 (Fullmark:5) (Contribute to 2.5/100) CLO2 PLO3 | TEST 1 (Fullmark:30) (Contribute to 15/100) CLO1 PLO3 | TEST 2 (Fullmark:30) (Contribute to 15/100) CLO1 PLO3 | FEQ1 (Fullmark:25) (Contribute to 12.5/100) CLO1 PLO3 | FEQ2(A) (Fullmark:5) (Contribute to 2.5/100) CLO3 PLO6 | FEQ2(B),(C) (Fullmark:20) (Contribute to 10/100) CLO1 PLO3 | FEQ3 (Fullmark:25) (Contribute to 12.5/100) CLO2 PLO3 | FEQ4 (Fullmark:25) (Contribute to 12.5/100) CLO2 PLO3 | Total /100 |
|--------------------------|----|--------------|-------------------|---|--|--|---|---|---|--|--|---|---|------------|
| <input type="checkbox"/> | | | | | | | | | | | | | | |

8. Klik “Step 7 – PLO Analysis and update the CQI”.

Do not skip these STEPs. Start from Step 2 → 3 → 4 → 5 → 6 → 7 → 8 → 9 → 10
 Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 → Step 2 → Step 3 → Step 4 → Step 5 → Step 6 → Step 7 → Step 8 → Step 9 → Step 10

Step 7 - PLO Analysis and update the CQI (8)

End of Course Survey Reflection of Past PLOs and CLOs Import POs and COs from Other Section (Do this with caution) HISTORY HELP GO TO OTHER COURSE Manual Change Password Print DELETE EVERYTHING!!

Students' Marks Entry

BULK ADDITION OF MARKSOR ADD STUDENTS DOWNLOAD TO EXCEL DOWNLOAD AS TEXT DELETE ALL STUDENTS

9. Isi ruangan “Remarks for Continuous Quality Improvement – CQI” untuk PO3 dan PO6.

Do not skip these STEPS. Start from Step 2 ● 3 ● 4 ● 5 ● 6 ● 7 ● 8 ● 9 ● 10
Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 ● Step 2 ● Step 3 ● Step 4 ● Step 5 ● Step 6 ● **Step 7** ● Step 8 ● Step 9 ● Step 10

[End of Course Survey](#)
[Reflection of Past PLOs and CLOs](#)
[Import POs and COs from Other Section \(Do this with caution\)](#)
[HISTORY](#)
[HELP](#)
[GO TO OTHER COURSE](#)
[Manual](#)
[Change Password](#)
[Print](#)
[DELETE EVERYTHING!](#)

Detailed PLO Analysis for Each Student and Each Assessment Item

The summary and CQI reflection boxes are at the bottom of this page. The analysis can take a while. Please be patient.

Please complete ALL CQI at the bottom of this page and SAVE before moving to Step 8.

[Reflection and CQI](#)
[Detailed PO Analysis](#)
[Summary of PLOs](#)

PLO Reflection and CQI

Please give your reflection on every addressed PLO

| POs | Average (%) | % of students over 65% | Remarks for Continuous Quality Improvement - CQI | Plot |
|-----|-------------|------------------------|--|---|
| PO1 | 0 | 0.00 | | <div style="text-align: right;">PO Achievement : Percent of Student</div> |
| PO2 | 0 | 0.00 | | |
| PO3 | 0 | 0.00 | | |

10. Klik “Detailed PO Analysis” dan cetak laman ini sebagai fail PDF menggunakan arahan “Print” bagi sebarang browser (i.e. Chrome, Mozilla, etc.) yang digunakan.

Do not skip these STEPS. Start from Step 2 ● 3 ● 4 ● 5 ● 6 ● 7 ● 8 ● 9 ● 10
Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 ● Step 2 ● Step 3 ● Step 4 ● Step 5 ● Step 6 ● **Step 7** ● Step 8 ● Step 9 ● Step 10

[End of Course Survey](#)
[Reflection of Past PLOs and CLOs](#)
[Import POs and COs from Other Section \(Do this with caution\)](#)
[HISTORY](#)
[HELP](#)
[GO TO OTHER COURSE](#)
[Manual](#)
[Change Password](#)
[Print](#)
[DELETE EVERYTHING!](#)

Detailed PLO Analysis for Each Student and Each Assessment Item

The summary and CQI reflection boxes are at the bottom of this page. The analysis can take a while. Please be patient.

Please complete ALL CQI at the bottom of this page and SAVE before moving to Step 8.

[Reflection and CQI](#)
[Detailed PO Analysis](#)
[Summary of PLOs](#)

Detailed PLO achievement of every student

15. Klik “Step 10 – Prepare the Course Assessment Report” untuk mengisi maklumat berkaitan dan menjana CAR bagi seksyen yang berkenaan.

Do not skip these STEPs. Start from Step 2 • 3 • 4 • 5 • 6 • 7 • 8 • 9 • 10
Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 • Step 2 • Step 3 • Step 4 • Step 5 • Step 6 • Step 7 • Step 8 • Step 9 • Step 10

Step 10 - Prepare the Course Assessment Report (15)

End of Course Survey Reflection of Past PLOs and CLOs Import POs and COs from Other Section (Do this with caution) HISTORY HELP GO TO OTHER COURSE Manual Change Password Print DELETE EVERYTHING!! Logout

Course Assessment Report

16. Isi maklumat yang berkaitan kemudian klik “Save and Submit Report” untuk menjana CAR. Seterusnya, cetak CAR berkenaan sebagai fail PDF.

Do not skip these STEPs. Start from Step 2 • 3 • 4 • 5 • 6 • 7 • 8 • 9 • 10
Always press SAVE button at every STEP before proceeding to the next STEP. Step 1 is optional

Step 1 • Step 2 • Step 3 • Step 4 • Step 5 • Step 6 • Step 7 • Step 8 • Step 9 • Step 10

Step 6 - Insert and Update Marks

End of Course Survey Reflection of Past PLOs and CLOs Import POs and COs from Other Section (Do this with caution) HISTORY HELP GO TO OTHER COURSE Manual Change Password Print DELETE EVERYTHING!! Logout

Course Assessment Report

Type your comments in the boxes below, press “Save and GENERATE REPORT” and print. Avoid using DOUBLE QUOTES in your comments.

Save And Generate Report (16)

Compulsory
Enter the programme of the majority of your students. This course/section will appear in this Programme’s PAR.
Compulsory

None

Course : SKEE2523 Name : ELECTROMAGNETIC FIELD THEORY

Name of other lecturer/trainer

Please ask the HOD to add a new program

State the changes made from the previous course and programme learning outcomes (if any)

Describe to what extent the course learning outcomes are achieved by the students (Please state the performance criteria, explain the results obtain and make comparison)

17. Emelkan empat (4) fail PDF yang telah dijanakan sebelum ini dan dokumen tambahan lain kepada penyelarasa matapelajaran:

- Step 7 – Detailed PLO Analysis
- Step 8 – CLO Analysis
- Step 9 – Results and Grades
- Step 10 – Course Assessment Report (CAR)
- Template Markah iOBE yang telah diisi (Excel)
- Taburan Gred Pelajar (AIMSWEB)
- Salinan Jadual Pengajaran & Surat Lantikan

18. Tamat.