

**FINAL YEAR PROJECT (FYP)  
IMPLEMENTATION BRIEFING  
(MARCH 2025 SEMESTER)**

**DATE: 12 MARCH 2025 (WEDNESDAY)**

**TIME: 2.00 PM – 3.00 PM**

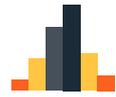
**COMPULSORY : FYP DIPLOMA, FYP 1 &  
FYP 2 STUDENTS**

**MS TEAMS: FYP (MARCH 2025)**

**TEAMS CODE: c72daf1**



**Uni KL**



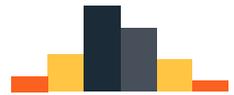
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# Final Year Project (FYP) Section Committee



# ❖ FYP CAMPUS COORDINATOR



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# ❖ FYP SECTION COMMITTEE



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my



# **Final Year Project (FYP)**

## **Course Briefing**





# ❖ INTRODUCTION

## **FYP Enrolment**

- CPB 49804 Final Year Project 1 (Semester 6)
- CPB 49906 Final Year Project 2 (Semester 7)
- CPD 39806 Final Year Project (Semester 5 or 6)

# ❖ COURSE LEARNING OUTCOMES (CLO)

## Final Year Project 1

1. Propose specific research method to address the research problem (C6, PLO 3).
2. Explain the concept of sustainability by considering the societal and environmental contexts relevant to the research (A4, PLO 7).
3. Defend the project proposal effectively (A4, PLO 10).
4. Organize research project planning efficiently by applying project management principles (A4, PLO 11).
5. Demonstrate independent learning and continuous knowledge enhancement in completing a research project (A3, PLO 12).

# ❖ COURSE LEARNING OUTCOMES (CLO)

## Final Year Project 2

1. Explain research findings in developing appropriate solutions to achieve the research objectives (C5, PLO 3).
2. Perform specific research method by utilizing research-based knowledge (P4, PLO 4).
3. Explain the concept of sustainability by considering the societal and environmental contexts relevant to the research (A4, PLO 7).
4. Defend the research project effectively (A4, PLO 10).
5. Organize research project planning efficiently by applying project management principles (A4, PLO 11).
6. Demonstrate independent learning and continuous knowledge enhancement in completing a research project (A3, PLO 12).

# ❖ COURSE LEARNING OUTCOMES (CLO)

## Final Year Project Diploma

1. Explain research findings in developing appropriate solutions to achieve the research objectives (C5, PLO 3)
2. Perform specific research method by utilizing research-based knowledge (P4, PLO 4).
3. Describe the concept of sustainability by considering the societal and environmental contexts relevant to the research (A3, PLO 7).
4. Defend the research project effectively (A4, PLO 10).
5. Organize research project planning efficiently by applying project management principles (A4, PLO 11)
6. Demonstrate independent learning and continuous knowledge enhancement in completing a research project (A3, PLO 12)



# **Final Year Project (FYP) Assessments Methods & Types**





# ASSESSMENT METHODS & TYPES

FYP1 (Bachelor)	
Assessment Method	Assessment Weightage
Logbook / Progress Report	30%
Proposal Report	35%
Presentation	35 %

FYP2 (Bachelor)	
Assessment Method	Research-Based Weightage
Logbook / Progress Report	20%
Final Year Project Report	50%
Presentation	30%



# ASSESSMENT METHODS & TYPES

FYP Diploma	
Assessment Method	Research-Based Weightage
Logbook / Progress Report	20%
Final Year Project Report	50%
Presentation	30%

<b>COURSES</b>	<b>ASSESSMENT FORMS</b>
<b>FYP DIPLOMA</b>	<b>CPD 39806 FYP DIPLOMA 002(1) FORMS</b>
<b>FYP 1</b>	<b>CPB 49804 FYP1 002(1) FORMS</b>
<b>FYP 2</b>	<b>CPB 49906 FYP2 002(1) FORMS</b>



# Final Year Project (FYP)



## Timeline

**(14 Weeks per semester)**

**\* Refer FYP TIMELINE \***



FYP 1: Proposal Summary (Week 8)

FYP Diploma: Informational Writing (Week 8)

# ONLINE CENTRALISE SUBMISSION

FYP 1: Final Proposal Draft (Week 14)

FYP Diploma: Final Draft Thesis (Week 14)

FYP 2: Final Draft Thesis (Week 14)

## Reminder:

1. Before the submission, all submissions **MUST BE APPROVED** by THE **SUPERVISOR (USE FORM)**: Supervisor Approval For Final Year Project Centralise Submission Form.
2. Email to FYP Section Coordinator, Supervisor & Examiner.
3. Depends on Supervisor & Examiner (Hardcopy / Softcopy).



**UNIVERSITI KUALA LUMPUR**  
Malaysian Institute of Chemical & Bioengineering Technology  
(UniKL MICET)

**Supervisor Approval For Final Year Project Centralise Submission**

Submission:	Proposal Summary / Informational Writing / Thesis (Soft-Binding)
Semester:	January / September ( YEAR: _____ )
Student's Name:	
Student ID:	
Course:	FYP 1 / FYP 2 / FYP Diploma
Section (Student):	
Research Title:	
Supervisor's Name:	
Section (Supervisor):	

I hereby acknowledged and approved the (Proposal Summary / Informational Writing / Thesis (Soft-Binding)) made by:

(Student Name) .....

for the centralise submission as stipulated by the campus Final Year Project Committee.

\_\_\_\_\_  
(Supervisor Signature & Stamp)

\_\_\_\_\_  
(Date)

\* Please attach this form with the Proposal Summary / Informational Writing / Thesis (Soft-Binding) during the centralise submission.

By Section FYP Coordinator: **Recommended / Not Recommended**

Comment:

BEFORE THE SEMESTER BEGINS

REGISTRATION FOR FINAL YEAR PROJECT 1 (FYP 1) COURSE  
VIA ACSS & OTBS ONLINE

**FYP 1**

SELECT A TITLE VIA OTBS ONLINE

SUPERVISOR APPROVAL

REJECT

APPROVED



COMMENCEMENT OF FYP 1

CENTRALISE SUBMISSION OF PROPOSAL SUMMARY &  
PROPOSAL PRESENTATION

Week 8 & 12-13

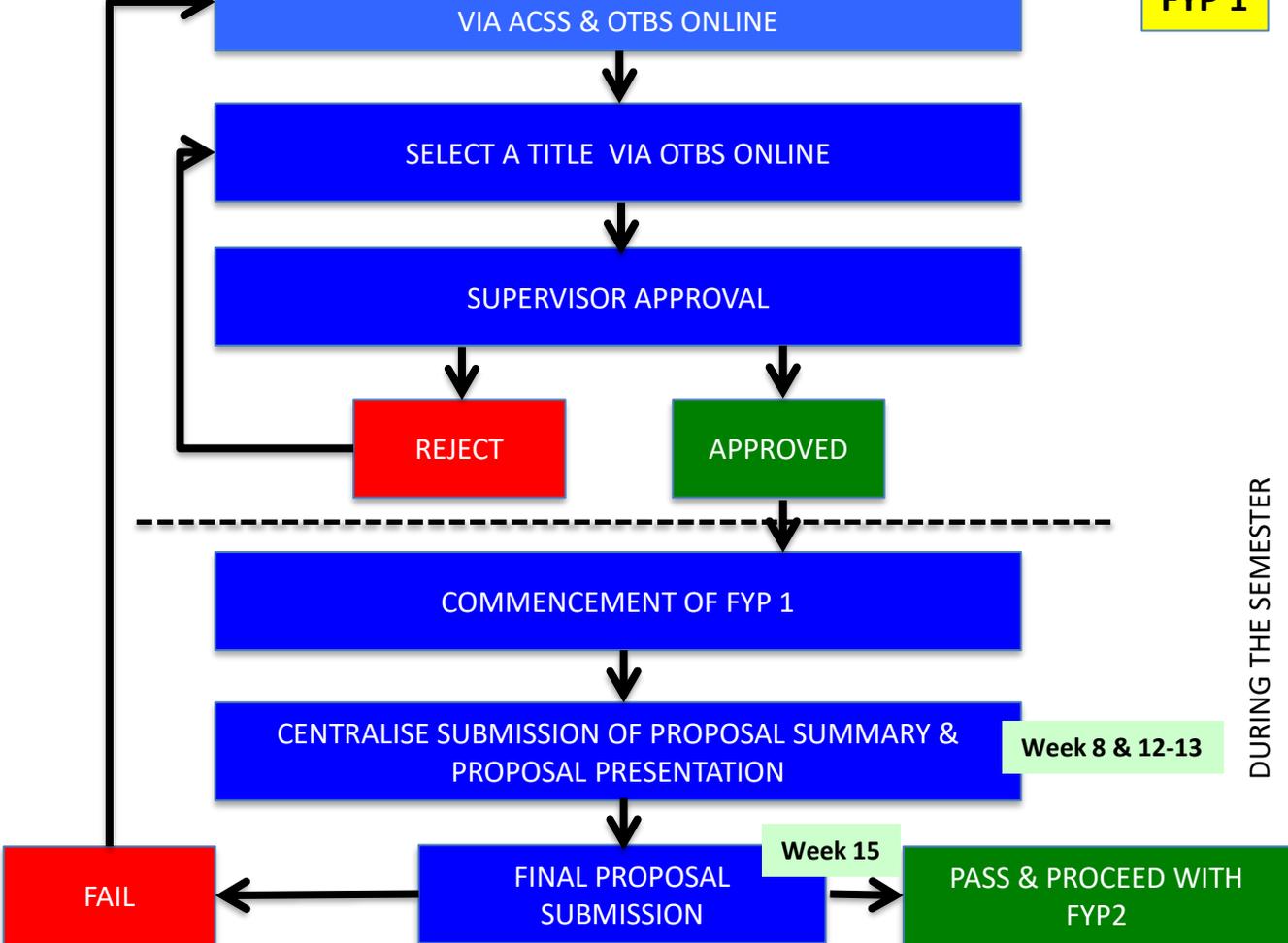
DURING THE SEMESTER

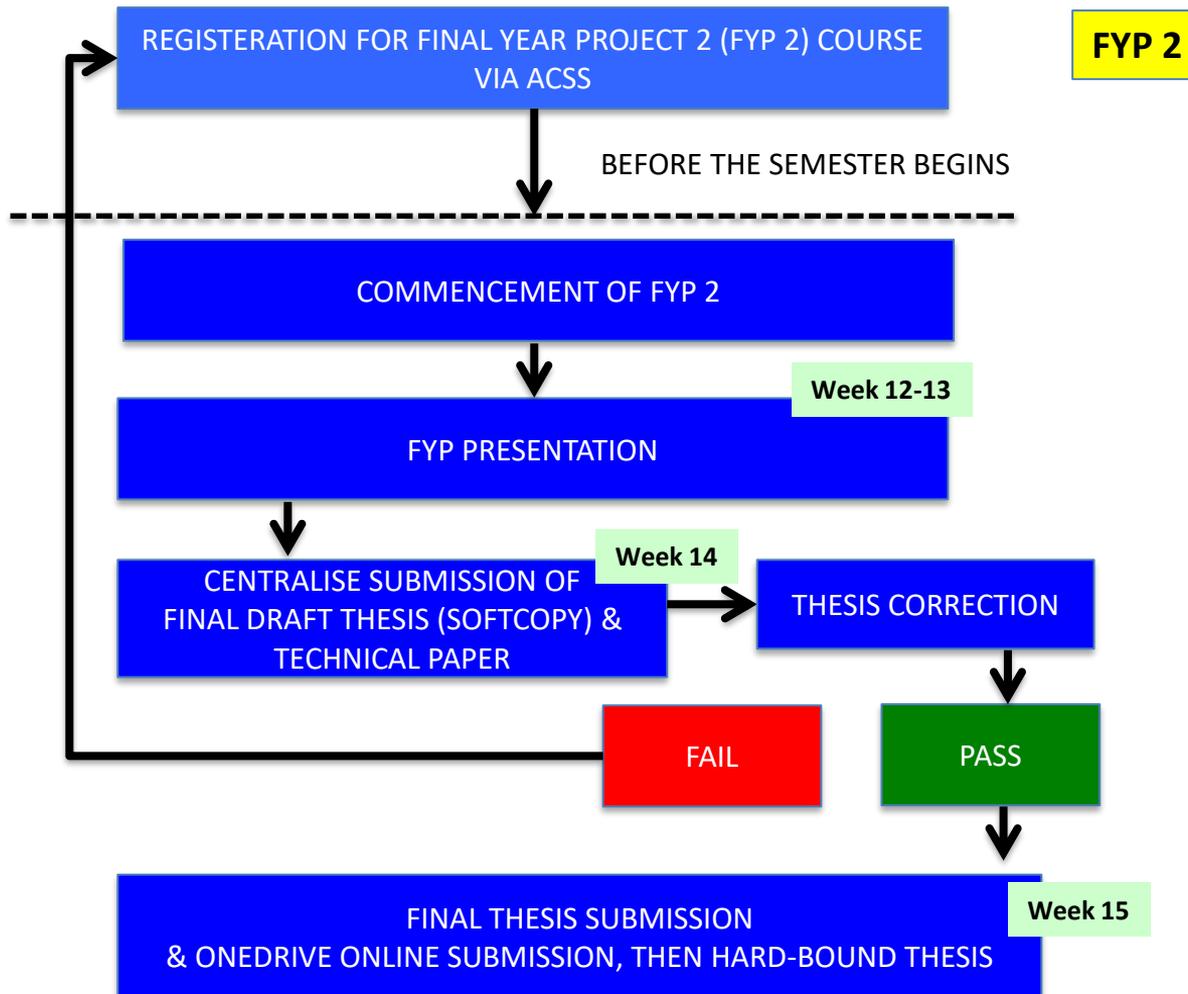
FAIL

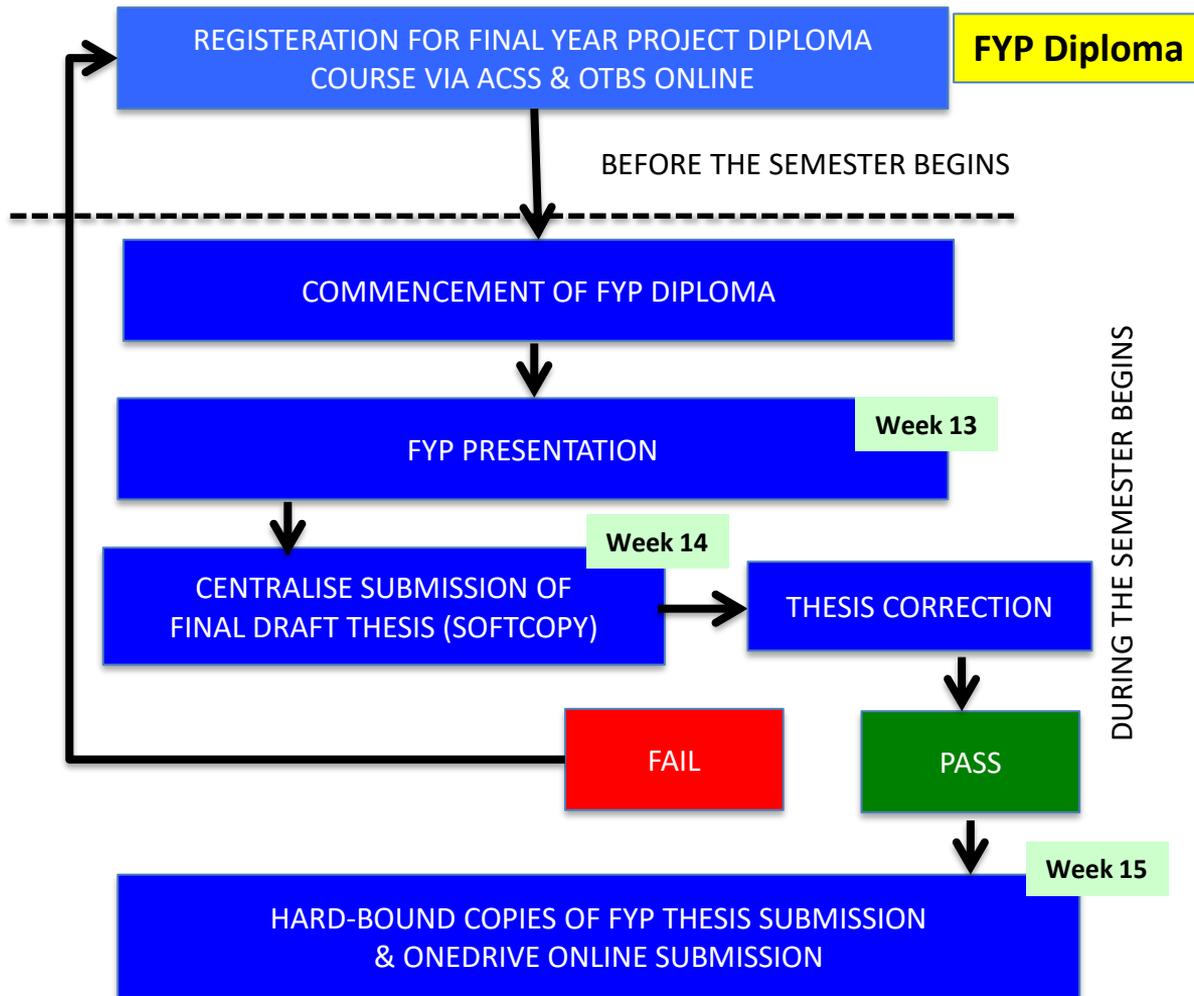
FINAL PROPOSAL  
SUBMISSION

Week 15

PASS & PROCEED WITH  
FYP2

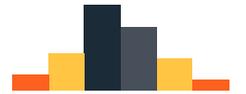








# Final Year Project (FYP) Workshop



<b>NO.</b>	<b>WORKSHOP</b>	<b>TARGET</b>	<b>WEEK</b>
<b>1</b>	<b>FYP Briefing by FYP Campus Coordinator</b>	<b>FYP Diploma, FYP 1 &amp; FYP 2</b>	<b>2</b>
<b>2</b>	<b>Job Safety Analysis (JSA) Briefing</b>	<b>FYP Diploma, FYP 1</b>	<b>2</b>
<b>3</b>	<b>Research Guideline</b>	<b>FYP Diploma, FYP 1</b>	<b>4</b>
<b>4</b>	<b>Data Analysis</b>	<b>FYP Diploma, FYP 1 &amp; FYP 2</b>	<b>5</b>
<b>5</b>	<b>Plagiarism Checking</b>	<b>FYP Diploma, FYP 1 &amp; FYP 2</b>	<b>9</b>
<b>6</b>	<b>Thesis Formatting</b>	<b>FYP Diploma, FYP 1 &amp; FYP 2</b>	<b>11</b>

**❖ SUMMARY NUMBER OF WORKSHOPS TO ATTEND:**  
**(FYP Diploma & FYP 1: 6 Workshops)                      (FYP 2: 5 Workshops)**

**Attendance are COMPULSORY to ALL STUDENTS.**

**\* REMINDER \***

**FYP committee will download the Students Attendance  
'AT THE END' of this briefing session.**

**You will be 'CONFIRMED ATTEND' this briefing if your name is on the  
Student Attendance List.**

**Otherwise, it means that you are ABSENT for this briefing.**

**FYI, your Supervisor need this 'Student Attendance Report' information  
as there are allocation marks for this in the Progress Report.**



# Final Year Project (FYP) Procedure





# PROCEDURE

- 1) Job Safety Analysis (JSA) approval.
- 2) Laboratory Booking

# Commencing Laboratory Activity



# ❖ LABORATORY BOOKINGS

- Refer to the technical staff who is in charge of the lab that you want to use.
- You can ask while you are completing your JSA.
- Different section might have different protocol on how to do lab booking.



# **Final Year Project (FYP)**

## **Final Online Submission**



# Online Final Year Project Submission

Student Guide

MICET FYP Committee



**UniKL**

UNIVERSITI  
KUALA LUMPUR



OneDrive



+ Add new

## Final Year Project Submission



Aiza Syuhaniz Salleh



Home



My files



Shared



Favorites



Recycle bin



Name ▾

Modified ▾

Modified By ▾

File size ▾

Sharing



FYP Submission

November 4, 2020

Final Year Project Subr 5 items

Shared



# Final Year Project (FYP) References





# ❖ NECESSARY REFERENCES

<https://micet.unkl.edu.my/download/>

- Assessment Forms & Rubrics (Excel Forms)
- Thesis Formatting\_REVISED\_ver\_May\_2023
- FYP Handbook 4<sup>th</sup> Edition
- Job Safety Analysis (JSA) Form (latest revision, 12)
- Other necessary forms & documents:
  1. Supervisor Approval For Final Year Project Centralize Submission Form
  2. Change of Supervisor / Title Form
  3. FYP Clearance Form
  4. FYP Process Flow

## FINAL YEAR PROJECT (FYP)

- Thesis  
Formatting\_REVISIED\_ver\_May\_2023
- JSA & JHA FYP Presentation  
material Rev 11 March 2023
- JSA\_Form\_Rev 11 Effective Date  
10th Oct 2022
- FYP\_Changes of SV or Title  
Form\_v2  
FYP\_Approval Control...

## ACSS

- Progr  
Feb20
- Progr  
Feb20
- Progr  
Bache
- Progr  
and B
- Progr  
DECC

## Procedure Rev 2

### FYP Assessment Forms

- CPB 49804 FYP1 002(1) FORMS
- CPD 39806 FYP DIPLOMA 002(1)
- FYP 2\_Forms  
(RESEARCH)\_PLOV3\_v2

- Program  
Diploma
- Program  
(Intake Se
- Program
- ProgramH  
Bachelor
- Memo on  
ECITIE 20
- Program  
Bachelor

# ANNOUNCEMENT (INFORMATION & UPDATES)

- Student UniKL Email (Official Channel)
- MS TEAMS
- Online FYP Application System (OTBS)



ONLINE FYP APPLICATION SYSTEM



Dear Students,

You've  
Got  
Mail





# QUESTION & ANSWER

## (Q & A)





# **Final Year Project (FYP) Job Safety Analysis (JSA) Briefing**



**Speaker:  
Ms. Nor Aini**