

UNIT PEPERIKSAAN FAKULTI SAINS KOGNITIF DAN PEMBANGUNAN MANUSIA

PEPERIKSAAN SECARA AKHIR ATAS TALIAN, SEMESTER 1, SESI 2020/2021

PANDUAN PEPERIKSAAN PELAJAR

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| 1. | Menghubungi Pensyarah Kursus dari masa ke semasa dan juga merujuk notis berkaitan di laman web fakulti atau <i>Facebook FSKPM Signature Faculty</i> untuk mengetahui maklumat berkaitan peperiksaan.<br>( <i>Contact the lecturer from time to time and also refer to the faculty website or FSKPM Signature Faculty Facebook for information on the exam.</i> )  |
| 2. | Menyemak halaman eLEAP page untuk butiran peperiksaan:-<br><br>a) Kod dan nama kursus<br>b) Tarikh<br>c) Tempoh peperiksaan (masa mula – masa tamat)<br><br>( <i>Check eLEAP page for exam details such as course name and code, date, duration of exam and etc.</i> )  |
| 3. | Mengisi kehadiran setengah jam (30 minit) sebelum peperiksaan bermula melalui <i>synchrononus (scan QR Code Attendance)</i> , <i>WhatsApp Group</i> kursus berkenaan atau yang kaedah merekod kehadiran yang dimaklumkan oleh Pensyarah Pengajar.<br>( <i>Fill in the attendance half an hour before the examination begins via synchrononus “scan QR Code Attendance”, WhatsApp Group of the course or other method informed by the Lecturer.</i> )  |
| 4. | Mulakan aktiviti peperiksaan dan menjawab soalan seperti yang terdapat dalam kertas soalan peperiksaan atas talian.<br>( <i>Start the exam activity and answer the questions as appear in the online exam question paper.</i> )   |
| 5. | Menghantar skrip jawapan mengikut prosedur yang telah ditetapkan seperti di bawah:<br>( <i>Submit your answer as follows.</i> )<br><br>a) Semua jawapan perlulah ditaip. Tulis nama, nombor matrik, dan nombor soalan di setiap helaian jawapan.<br>( <i>All the answer must be properly typed. Write name, matric number, and question number on each answer sheet.</i> )<br><br>b) Hantar jawapan dalam bentuk dokumen PDF menggunakan pautan di laman eLEAP kursus masing-masing.<br>( <i>Submit your answer in PDF document using the link provided in eLEAP page.</i> )<br><br>c) Namakan fail jawapan mengikut format “Nama dan Nombor Matrik”. Contoh; “Ali 123456”. Muatnaik fail mengikut pautan berkaitan, sila rujuk template kertas jawapan seperti <b>di Lampiran 1</b> .<br>( <i>Rename the file as “Name and Matrix Number”. Example; “Ali 123456 ”. Upload the file according to the relevant link, please refer to the answer sheet <b>template in Lampiran 1</b>.</i> ) |
| 6. | Jika pelajar menghadapi masalah semasa peperiksaan atas talian, sila hantar mesej peribadi kepada pengawas peperiksaan / Pensyarah segera dan nyatakan alasan anda.<br>( <i>If there are any students is unable to participate in the online examination, please private message the invigilator / Lecturer immediately and state your reasons.</i> )   |
| 7. | Calon dikehendaki mematuhi PERATURAN AKADEMIK IJAZAH SARJANA MUDA UNIMAS dan peraturan lain yang diguna pakai di UNIMAS.<br>( <i>Candidates are required to comply with PERATURAN AKADEMIK IJAZAH SARJANA MUDA UNIMAS and other rules applicable to UNIMAS.</i> )   |