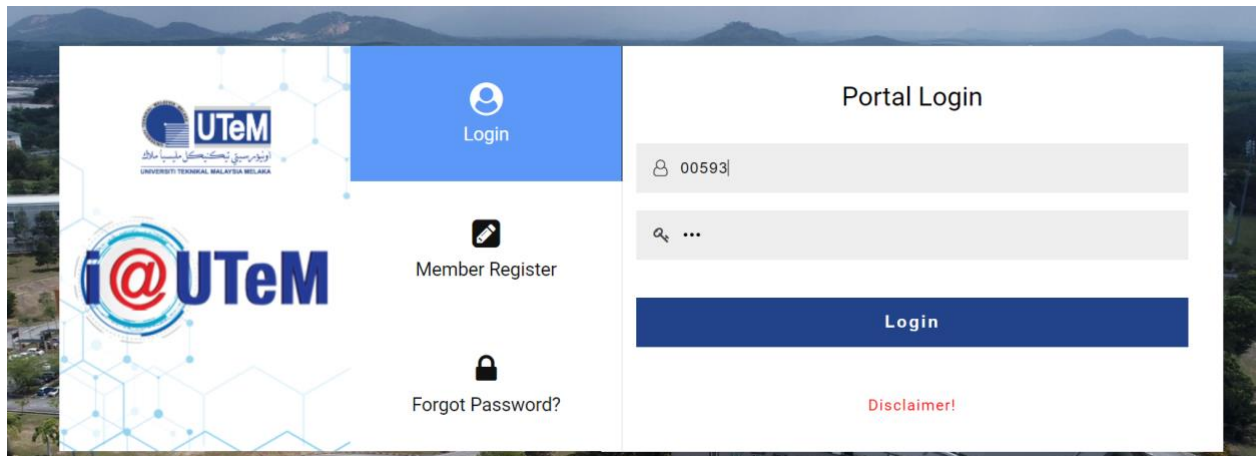


1 eThesis System Access Procedure

The eThesis system can be accessed through the i@UTeM Portal

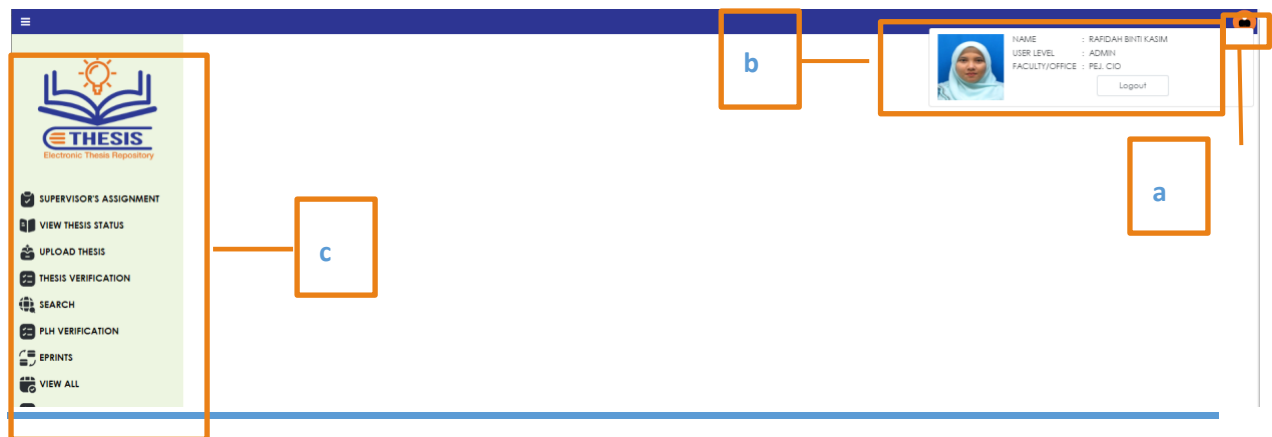
1. Log in to the Portal using Staff No (Staff) or Matric No (Students)



2. The i@UTeM main interface will be displayed. All systems that the user can reach will be listed.



3. Click the eThesis icon



4. The main interface of the eThesis system will be displayed

- a. User Profile Icon
- b. User Profile Biew
 - i. Name
 - ii. User Level (Student, PSM Committee, Supervisor, Laman Hikmah Library, Admin)
- c. Access menu according to user level

2 Supervisor

The supervisor has the role of checking and verifying the thesis documents that have been uploaded by students under his/her supervision.

2.1 Thesis Verification

1. The supervisor will receive an email notification if the student under their supervision has uploaded the thesis document.

System Repository Thesis - Testing eThesis

RT Repository Thesis (Testing)
To: KHAIRUN NISA BINTI KHAMIL; RAFIDAH BINTI KASIM; TS. DR. ZERATUL IZZAH BINTI MOHD YUSOH

Dear KHAIRUN NISA BINTI KHAMIL ,

This email is to notify you the PSM 2 final report by AIMAN ZHAFRAN BIN MUSTAFA KAMAL has been uploaded. Please login to eThesis to review the submission.
Thank you and have a nice day.

This is an automated message from eThesis. Please do not reply to this email.

2. The supervisor needs to login to the eThesis system to view the documents that have been uploaded.

No	Matric No.	Student's Name	Programme	Course	Academic Session	Full Report	Status
1	8022010200	AIMAN ZHAFRAN BIN MUSTAFA KAMAL	BBHG	BEH04954	2-2022/2023		SUBMIT
2	8021910020	ARIFUDIN BIN NORZAH	BBHG	BEH04954	2-2022/2023		VERIFIED
3	8021910002	EZRY ZAIRY DHAM BIN SAMUDIN	BBHG	BEH04954	2-2022/2023		VERIFIED

3. The THESIS VERIFICATION display will display the entire list of students who are under the supervision of the lecturer involved.
4. Lecturers can view student documents through the icon on the Full Report column (a)
5. The status will change according to the actions taken by the supervisor and the student (b)
 - a. **BLACBK** : No information

- b. **SUMBIT** : The student has uploaded the document
- c. **VERIFIED** : The supervisor has checked and done the verification process
- d. **RETURN** : The supervisor returns the document to be uploaded by the student again

6. To view the entire display of the student's information, the supervisor needs to select the student's Matric No. column

Verification

Student Information

Matric No. : B022010200 Name : AIMAN ZHAFFAN BIN MUSTAFA KAMAL

Course : BENJU4984 Course Name : PROJEK SARJANA MUDA BHG II

Academic Session : 2-2022/2023 Supervisor : KHAIRUN NISA BINTI KHAMIL

Thesis Information

First Name : AIMAN ZHAFFAN Last Name : MUSTAFA KAMAL

Title : EVALUATING AND PLANNING FOR FACILITIES COMPLIANCE OSHA'S ERGONOMIC REGULATION IN MANUFACTURING INDUSTRY

Abstract : This research is basically about to plan for facilities compliance OSHA's Ergonomic regulation in the manufacturing industry. This report contains of five chapters: introduction, literature review, methodology, data collection and data analysis. This research is based on the OSHA need's and from the law which been approve in 1994. In methodology, this research is done by evaluating three aspects which are indoor air quality, sound level and vibration. The equipments that will be used are sound level meter, dust meter, and air velocity meter. The data collection process will be made by using data collection sheet.

Submission by supervisor : No file chosen

Total number of pages : 90

Keywords : osha, ergonomic, equipments, quality, sound Document's Category : Anyone

Review Status : ☐ Accept ☒ Reject

Comment :

7. Supervisors need to ensure that the information on Student Information is correct. If there is a mistake, the supervisor needs to inform JK PSM for corrective action.
8. The supervisor needs to check the information in the Thesis Information column. If there are any errors, the supervisor can update all the relevant fields.
9. If the thesis document uploaded by the student contains errors, the supervisor may:
 - a. Upload the correct document without having to return it to the students involved.
 - i. Click **choose File** (a) and select the correct document
 - ii. Click **Accept** on **Review Status** (b)
 - iii. Click the **Save** (c) button
 - iv. The status column will change to **Verified** and the student will no longer need to upload the document

b. Instruct the student to upload the document back

- i. Click **Reject** on **Review Status (b)**
- ii. Click the **Save (c)** button
- iii. The status column will change to **Return** .

No	Matic No.	Student's Name	Programme	Course	Academic Session	Full Report	Status
1	B022010200	AIMAN ZHAFRAN BIN MUSTAFA KAMAL	BENG	BENU4984	2-2022/2023		RETURN
2	B021910020	ARIFUDDIN BIN NORZAIN	BENG	BENU4984	2-2022/2023		VERIFIED

- iv. The notification email notice will be received by the student to re-upload the document

10. If the thesis document uploaded by the students is error-free, the supervisor must:

- a. Click **Accept** on **Review Status (b)**
- b. Click the **Save (c)** button
- c. The status column will change to **Verified** .

2.2 Return of Documents by PLH

The PLH will review all documents that have been verified by the supervisor. If necessary, PLH will return the document to be uploaded, reviewed and uploaded by the supervisor.

1. The supervisor will receive the following email notification

System Repository Thesis (Return PLH) - Testing eThesis

RT **Repository Thesis (Testing)**

To: KHAIRUN NISA BINTI KHAMIL; HAIRONI BIN FADZILAH; RAFIDAH BINTI KASIM; TS. DR. ZERATUL IZZAH BINTI MOHD YUSOH

Start reply with: Completed. It is done. This has been completed.

Wed 28-Jun-23 12:23

Dear KHAIRUN NISA BINTI KHAMIL ,

Please be informed that Perpustakaan Laman Hikmah(PLH) has requested you to review and reupload that PSM 2 final report for AIMAN ZHAFRAN BIN MUSTAFA KAMAL title EVALUATING AND PLANNING FOR FACILITIES COMPLIANCE OSHA's ERGONOMIC REGULATION IN MANUFACTURING INDUSTRY .
Please login to eThesis to review the submission.
Thank you and have a nice day.

This is an automated message from eThesis. Please do not reply to this email.

2. Supervisor need to log into the eThesis system

3. The student's thesis status will be **RETURNPLH**

THESES VERIFICATION							
Academic Session :		Sila Pilih	Course				
No	Matic No.	Student's Name	Programme	Course	Academic Session	Full Report	Status
1	B022010200	AIMAN ZHAFRAN BIN MUSTAFA KAMAL	BENG	BENU4984	2-2022/2023		RETURNPLH
2	B021910020	ARIFUDDIN BIN NORZAIN	BENG	BENU4984	2-2022/2023		VERIFIED

4. The supervisor needs to re-verify the student's document by clicking on the student's Matric No.

Verification

Student Information

Matric No. : B022010200

Name : AIMAN ZHAFRAN BIN MUSTAFA KAMAL

Course : BENU4984

Course Name : PROJEK SARJANA MUDA BHG II

Academic Session : 2-2022/2023

Supervisor : KHAIRUN NISA BINTI KHAMIL

Thesis Information

First Name : AIMAN ZHAFRAN

Last Name : MUSTAFA KAMAL

Title : EVALUATING AND PLANNING FOR FACILITIES COMPLIANCE OSHA's ERGONOMIC REGULATION IN MANUFACTURING INDUS

Abstract :

This research is basically about to plan for facilities compliance OSHA's Ergonomic regulation in the manufacturing industry. This report contains of five chapters; introduction, literature review, methodology, data collection and data analysis. This research is based on the OSHA need's and from the law which been approve in 1994. In methodology, this research is done by evaluating three aspects which are indoor air quality, sound level and illumination. The equipments that will be used are sound level and light meter and indoor air quality meter to data collection. *...essence will be made between data and*

Submission by supervisor :

Choose File Evaluating a...d Jusoh.pdf

Total number of pages : 90

Keywords : osha, ergonomic, equipments, quality, sound

Document's Category : Anyone

Review Status : ☒ Accept ☐ Reject

Comment : -

SAVE

- a. Upload document and send
- Click **choose File (a)** and select the correct document
 - Click **Accept** on **Review Status (b)**
 - Click the **Save (c)** button
 - The status will change back to **Verified**

5. The status will change back to **VERIFIED**

No	Matric No.	Student's Name	Programme	Course	Academic Session	Full Report	Status
1	B022010200	AIMAN ZHAFRAN BIN MUSTAFA KAMAL	BENG	BENU4984	2-2022/2023		VERIFIED
2	B021910020	ARIFUDDIN BIN NORZAIN	BENG	BENU4984	2-2022/2023		VERIFIED