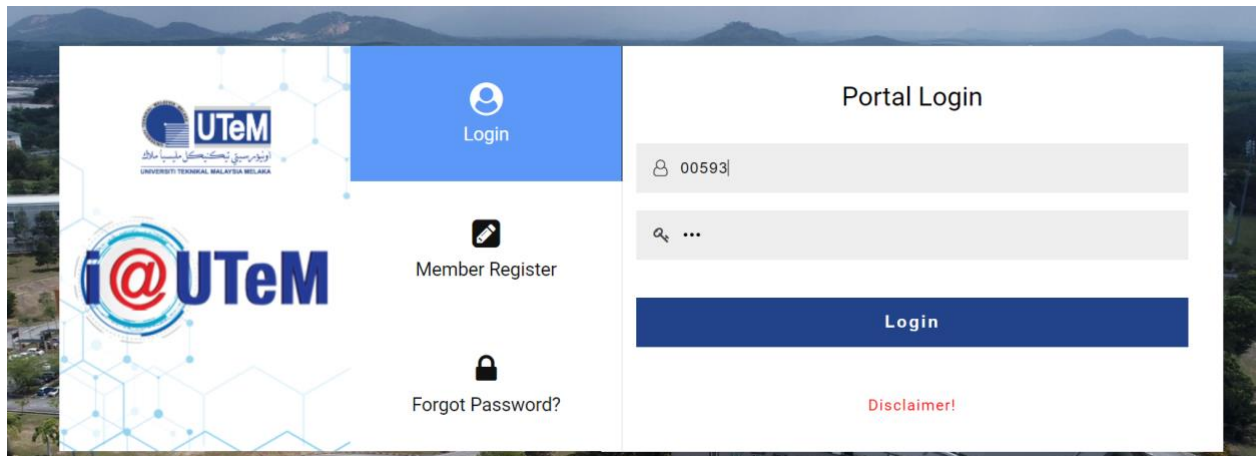


1 eThesis System Access Procedure

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

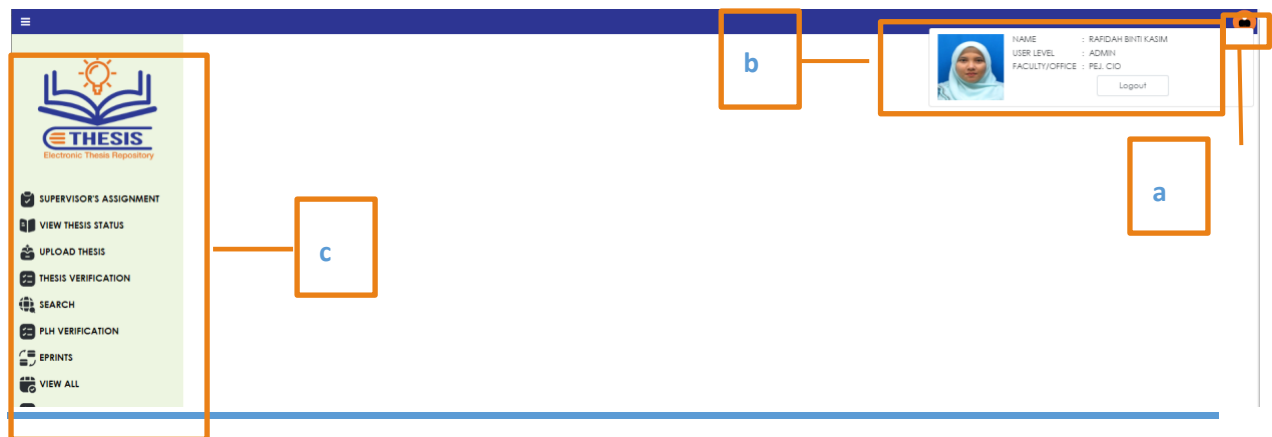
1. Log in to the Portal using Staff No (Staff) or Matric No (Students)



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 Student

Students need to upload Thesis / Final Year Project documents that have been completed and improved AND signed by the supervisor.

Here are the steps to take.

2.1 Upload Thesis Documents

The screenshot displays the 'UPLOAD THESIS' web interface. It is divided into three main sections, each highlighted with an orange border and labeled with a letter 'a', 'b', and 'c' in blue boxes on the right side.

- Section a (Student Information):** This section contains fields for 'Faculty' (PEKEK), 'Course Name' (BENJIL4954 - PROJEK SARJANJA MUDA BHD II), 'Name' (AIMAN ZAFRAN BIN MUSTAFA KAMAL), 'Matric No.' (8022010200), 'Academic Session' (2-2022/2023), 'Program' (IJAZAH SARJANJA MUDA KEJURUTERAAN ELEKTRONIK DENGAN KEPULAUAN), and 'Supervisor' (KHARUN NSA BIN KHAMIL).
- Section b (Submission Status):** This section contains fields for 'Status' and 'Supervisor Comment'.
- Section c (Thesis Information):** This section contains fields for 'First Name' and 'Last Name' (both with a red 'i' icon), 'Title' (with a red 'i' icon), 'Abstract' (with a red 'i' icon), 'Keywords' (with a red 'i' icon), 'Full Report' (with a red 'i' icon and a 'Choose File' button), 'Total number of pages' (with a value of 0), and 'Document's Category' (with a dropdown menu set to 'Anyone').

A 'SUBMIT' button is located at the bottom right of the form.

The THESIS UPLOAD interface is divided into 3 parts ;

Student Information (a):

Student information taken directly from the Sistem Maklumat Pelajar (SMP).

If there is an error in the information, please inform the supervisor for corrective action.

Submission Status (b) :

Display of student thesis delivery status along with comments from lecturers;

Status ;

1. Blank – No document upload
2. Verified : The thesis document has been reviewed and accepted by supervisor
3. Return : Documents are returned to students and need to be uploaded again

Thesis Information (c) :

This column must be completed by the student.

Thesis Information

First Name : 

Last Name : 

Title : 

Abstract :

Keywords : 

Full Report : 

No file chosen

Total number of pages :

Document's Category :

- i. **First Name** : Must enter the student's name without BIN or BINTI or A/L or A/P or A/K, refer 
- ii. **Last Name** : Enter the family name/father's name without BIN or BINTI or A/L or A/P or A/K, refer 
- iii. **Title** : Enter the same title as has been written in the final Project Report / student thesis, refer 
- iv. **Abstract** : Enter the same abstract as has been written in the final Project Report / student thesis, refer 
- v. **Keywords** : Enter 5 keywords that apply to the Final Project Report / student thesis, refer 
- vi. **Full Report** : Upload the Final Project Report / thesis document including the front page that has been signed by the Supervisor, refer 
- vii. **Total Number of Pages** : Enter the number of pages of the report
- viii. **Documents Category** : Anyone (*default*)

1. If the Category is Confidential, please enter the Embargo expiry date information. If applicable

Document's Category :

Confidential

Embargo expiry date : 

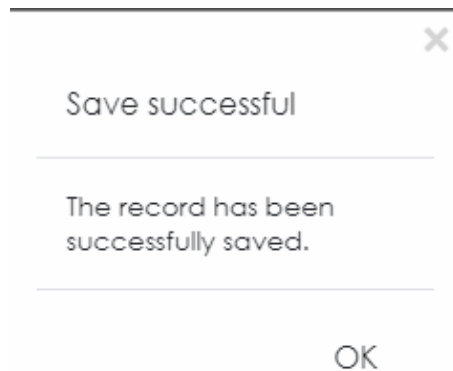
28/06/2023



SUBMIT

- ix. Click the icon  once all the information is correct.

- x. The following notification will be displayed if the data is successfully saved.



- xi. The status on the Submission Status section becomes SUBMIT.



2.2 Supervisor Returns Documents (Return)

If the supervisor checks and finds that the document uploaded by the student contains errors, the student will receive the following email notification

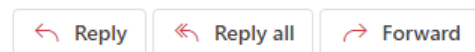
System Repository Thesis (Return) - Testing eThesis



Dear AIMAN ZHAFRAN BIN MUSTAFA KAMAL ,

Please be informed that KHAIRUN NISA BINTI KHAMIL has requested you to review and reupload your PSM 2 final report. 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.



1. Students need to login again to the eThesis system
2. The Submission Status column will display the status of RETURN and SUPERVISOR COMMENT



3. Students need to re-upload the document

4. Click the icon  once all the information is correct

5. The Submission Status column becomes SUBMIT

Submission Status	
Status :	SUBMIT
Supervisor Comment :	Please re- upload documents with my signature

2.3 Supervisor Performs Document Verification (Verified)

Once the document has been reviewed and verified by the supervisor, the status of the Submission Status display will be Verified

Student Information				
Name :	AIMAN ZHAFRAN BIN MUSTAFA KAMAL			
Matric No. :	B022010200	Academic Session :	2-2022/2023	
Program :	IJAZAH SARJANA MUDA KEJURUTERAAN ELEKTRONIK DENGAN KEPUJIAN		Supervisor :	KHAIRUN NISA BINTI KHAMIL

Submission Status	
Status :	VERIFIED
Supervisor Comment :	-

Thesis Information			
First Name :	AIMAN ZHAFRAN	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 illumination. The equipments that will be used are sound level and light meter and indoor air quality monitor. In data collection, comparison will be made between data and standard data for all fields. Besides that, some suggestions also have been given to solve all disadvantages in each line.		
Keywords :	osha, ergonomic, equipments, quality, sound		
Full Report :			
Total number of pages :	90		
Document's Category :	Anyone		