



UNIVERSITI  
PENDIDIKAN  
SULTAN IDRIS  
اونيورسيتي قنديديقن سلطان ادريس

SULTAN IDRIS EDUCATION UNIVERSITY

# USER MANUAL

for

## Research Module Proposed Research & Supervisor (UNISTUDENT)

**Prepared By:**

ICT Centre  
Sultan Idris Education University  
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Version 1.0

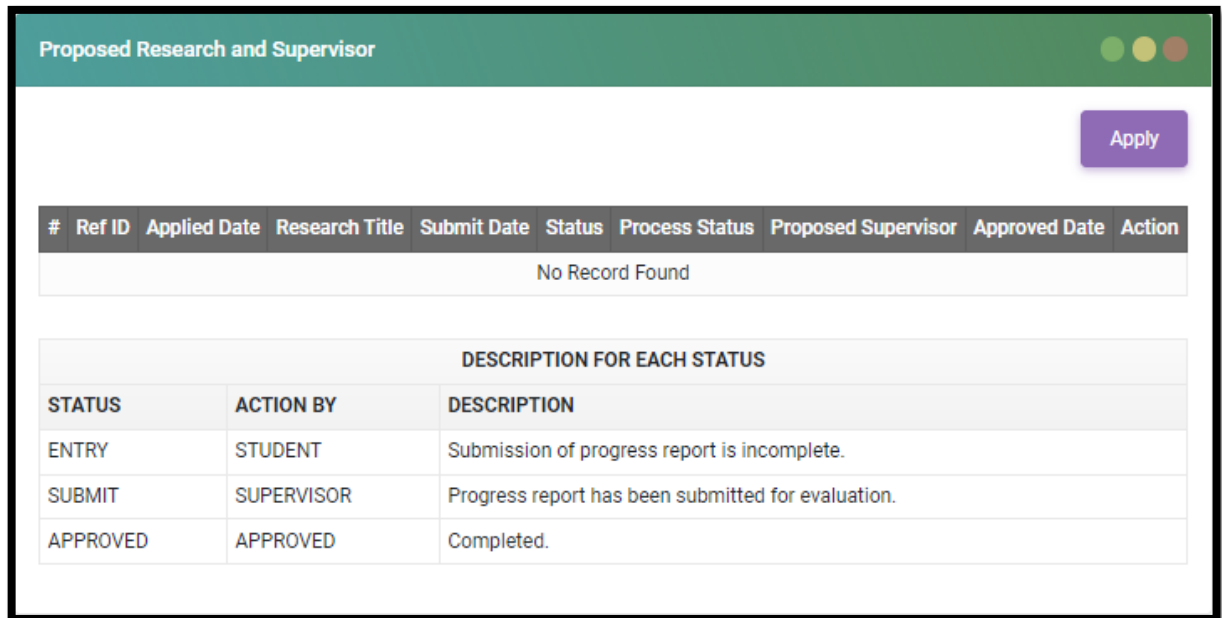
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# 1 PROPOSED RESEARCH & SUPERVISOR

## 1.1 View Proposed Research & Supervisor Application

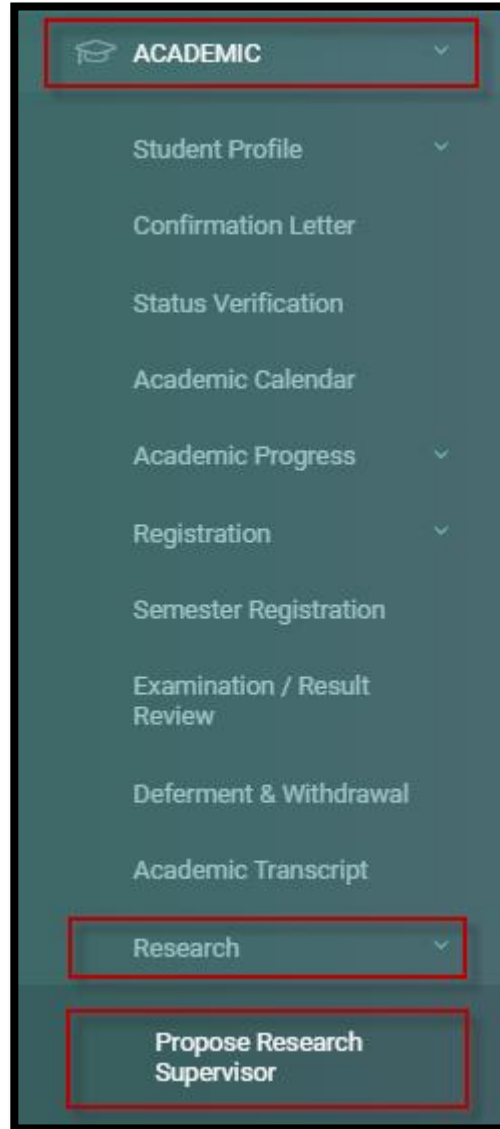
The purpose of this screen is to display a list of applications that students have saved or submitted. If the application is in the Entry status, the student may also change it or cancel it.




**Figure 1.1 – Proposed Research & Supervisor Main Screen**

### 1.1.1 Accessing Proposed Research and Supervisor Screen

1. From left side menu, choose **Academic** Menu.
2. Click on **Research** Module.
3. Select **Proposed Research and Supervisor** sub-module.

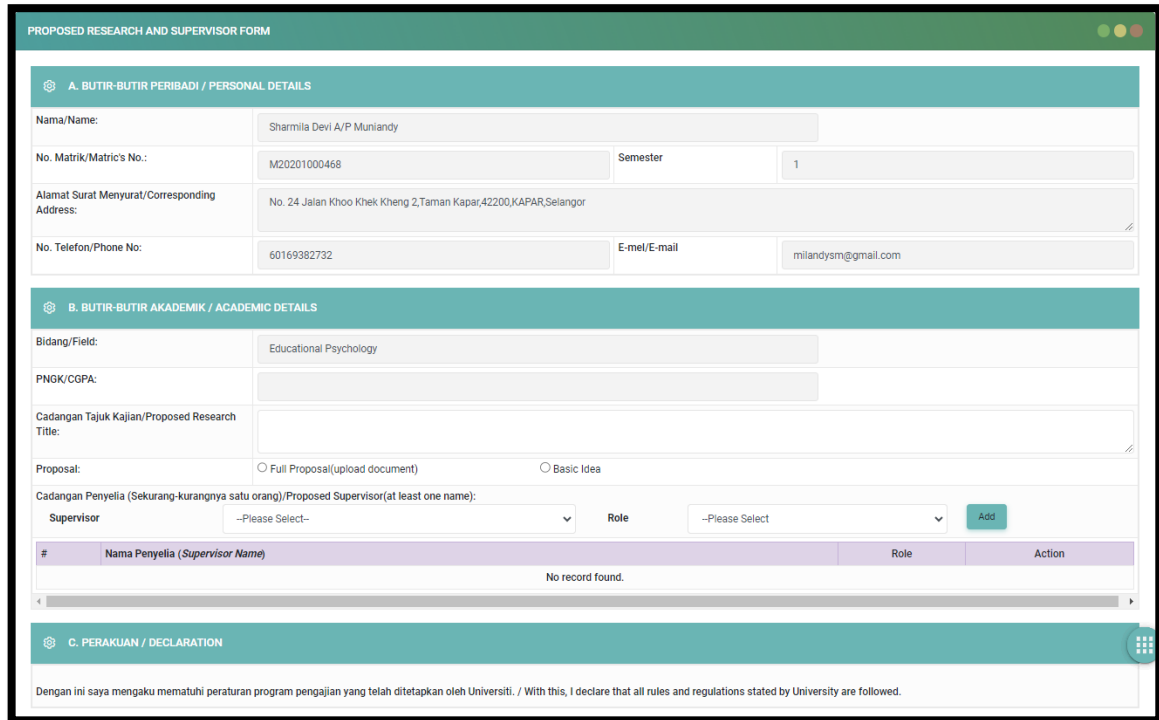


**Figure 1.2 – Proposed Research & Supervisor Navigation Menu**


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## 1.2 Apply Proposed Research & Supervisor

The purpose of this screen is to facilitate student to propose their research title and select supervisor that related to their research area.



**Figure 1.3 – Proposed Research & Supervisor Application Screen**

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### 1.2.1 Apply Research & Supervisor

1. Click **Apply** button from **Proposed Research & Supervisor** main screen.
2. Fill in the **Proposed Research Title**.

B. BUTIR-BUTIR AKADEMIK / ACADEMIC DETAILS

Bidang/Field: Educational Psychology

PNGK/CGPA:

Cadangan Tajuk Kajian/Proposed Research Title:

Proposal:  Full Proposal(upload document)  Basic Idea

Cadangan Penyelia (Sekurang-kurangnya satu orang)/Proposed Supervisor(at least one name):

Supervisor	Role	
--Please Select--	--Please Select--	Add

#	Nama Penyelia (Supervisor Name)	Role	Action
No record found.			

Figure 1.4 – Application Detail

3. Please select **Proposal** whether it is **Full Proposal** or **Basic Idea**.
4. If **Full Proposal** is chosen:

B. BUTIR-BUTIR AKADEMIK / ACADEMIC DETAILS

Bidang/Field: Educational Psychology

PNGK/CGPA:

Cadangan Tajuk Kajian/Proposed Research Title: Kesan pembelajaran berasaskan masalah dalam topik kadar tindak balas terhadap kemahiran berfikir aras tinggi, pemikiran kritis dan motivasi pelajar

Proposal:  Full Proposal(upload document)  Basic Idea

Choose file: [Browse] [Upload]

#	Nama Fail (File Name)	
1	UM_VENDOR_BENDAHARI_CI.pdf	[File Icon] [Trash Icon]

Figure 1.5 – Full Proposal Option

- i. Click on **Choose File**.
- ii. Select the desired document.
- iii. Click **Upload** button.

5. If **Basic Idea** is chosen:

Cadangan Tajuk Kajian/Proposed Research Title: Kesan pembelajaran berasaskan masalah dalam topik kadar tindak balas terhadap kemahiran berfikir aras tinggi, pemikiran kritis dan motivasi pelajar

Proposal:  Full Proposal(upload document)  **Basic Idea**

Literature Review \* Maximum 500-750 words

Research Objectives \* Maximum 50 words

Research Methodology \* Maximum 500 words

Reference \* Maximum 10 references

**Figure 1.6 – Basic Idea Option**

- i. Enter the **Literature Review**.
  - ii. Enter the **Research Objectives**.
  - iii. Enter the **Research Methodology**.
  - iv. Enter the **Reference**.
6. Select supervisor name from **Supervisor** dropdown.
  7. Choose supervisor’s role from **Role** dropdown.
  8. Click **Add** button to save the selected supervisor and role.

Cadangan Penyelia (Sekurang-kurangnya satu orang)/Proposed Supervisor (at least one name):

Supervisor: Profesor Madya Dr. Abdul Rahim Bin Razalli

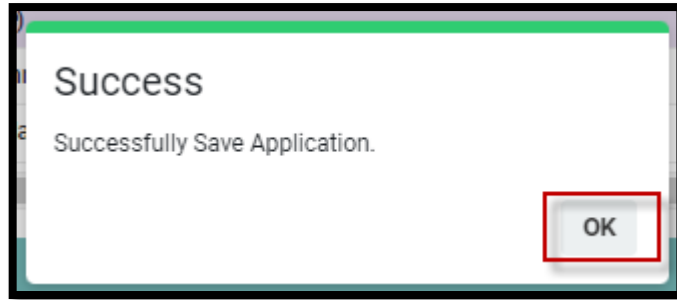
Role: MAIN SUPERVISOR

Add

#	Nama Penyelia (Supervisor Name)	Role	Action
No record found.			

**Figure 1.7 – Supervisor and Role Dropdown**

9. Click **Save or Submit** button to save all the information.
10. If **Save** button is clicked:
  - i. Click **OK** button on success message box.



**Figure 1.8– Success Message Box**

- ii. The application will be displayed on the main screen and the status is **Entry**.

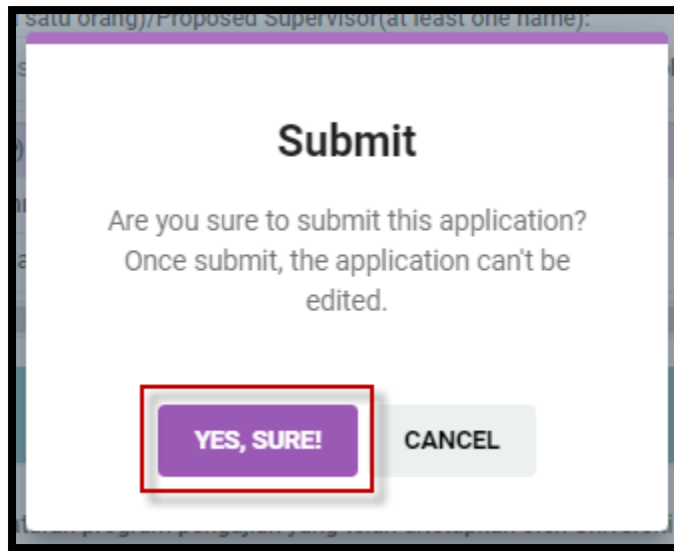
#	Ref ID	Applied Date	Research Title	Submit Date	Status	Process Status	Proposed Supervisor	Approved Date	Action
1	141	06/01/2024	Testing Purpose Only	06/01/2024	ENTRY		Profesor Madya Dr. Ikhsan Bin Othman - Main Supervisor Profesor Madya Dr. Mohammad Nasir Bin Bistamam - Co-Supervisor		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

**Figure 1.9 – Application with Entry Status**



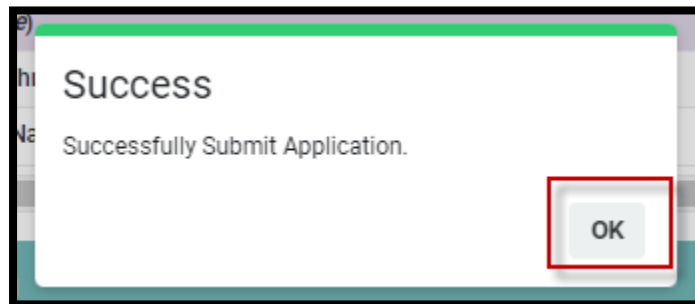
11. If **Submit** button is clicked:

- i. Click **Yes,Sure** button on confirmation message box.



**Figure 1.10 – Confirmation Message**

- ii. Click **OK** button on the success message box.




**Figure 1.11 – Success Message Box**

- iii. The application will be displayed on the main screen and the status is **Submit**.

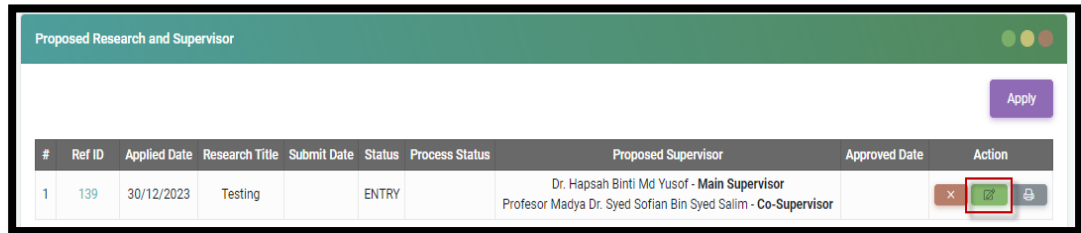
#	Ref ID	Applied Date	Research Title	Submit Date	Status	Process Status	Proposed Supervisor	Approved Date	Action
1	141	06/01/2024	Testing Purpose Only	06/01/2024	SUBMIT	INPROCESS	Profesor Madya Dr. Ikhwan Bin Othman - Main Supervisor Profesor Madya Dr. Mohammad Nasir Bin Bistamam - Co-Supervisor		

**Figure 1.12 – Application with Submit Status**

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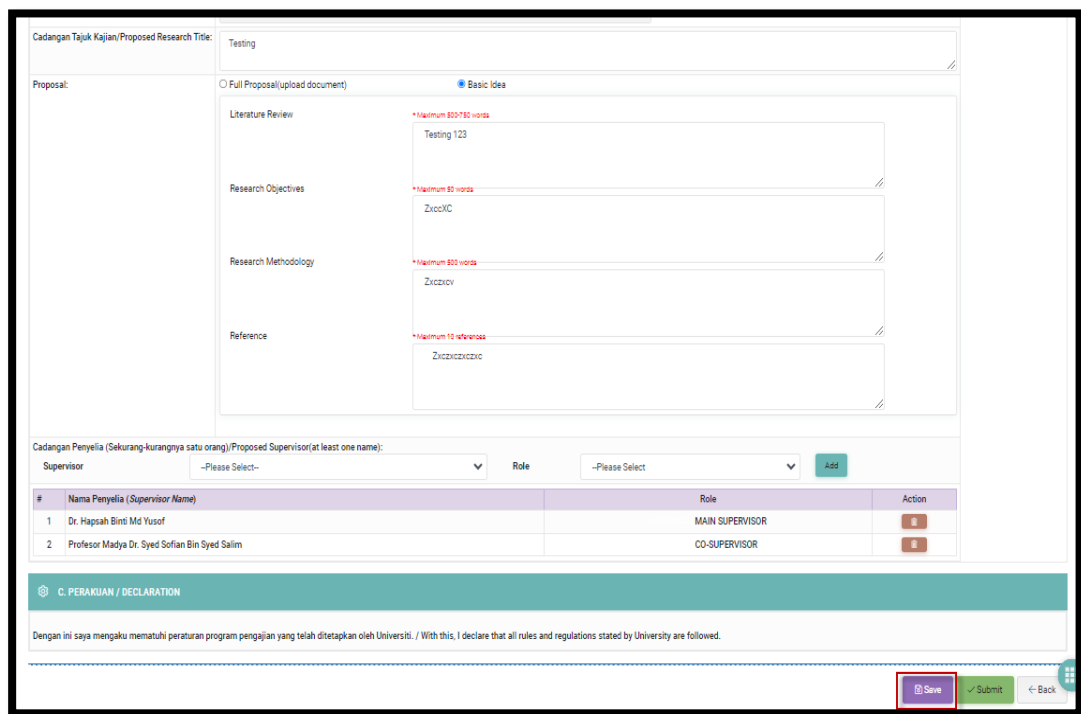
## 1.2.2 Update Application (For Entry application status only)

1. Click on **Edit Application** icon.



**Figure 1.13 – Edit Application Icon**

2. Edit or update any information on application screen.
3. Click on **Save** button.



**Figure 1.14 – Update Application Screen**

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**Research (Proposed  
Research & Supervisor)**

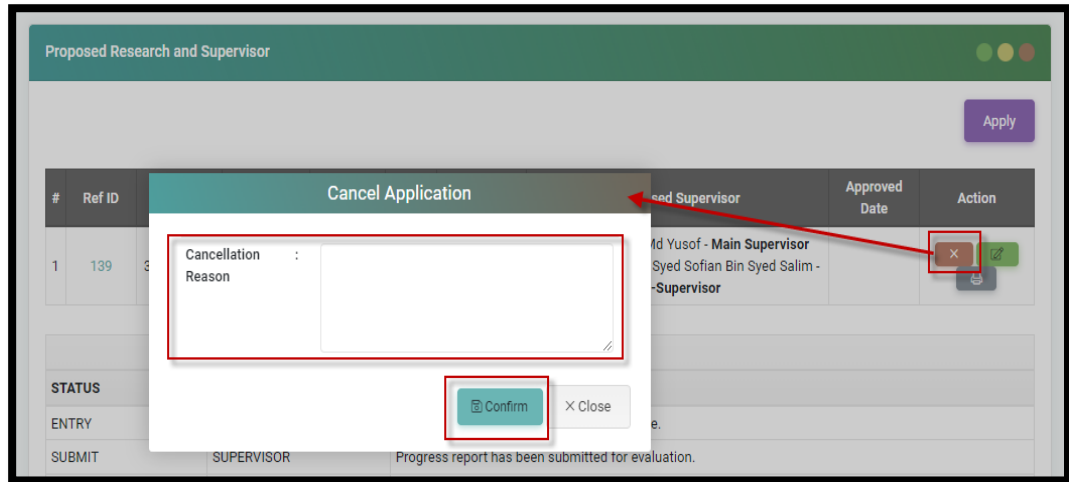
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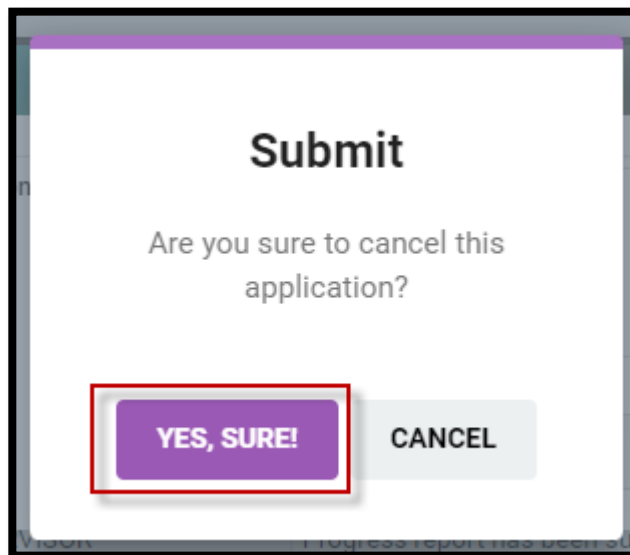
### 1.2.3 Cancel Application

1. From list of application, click on **Cancel Application** icon.
2. Enter **Cancellation Reason**.
3. Click **Confirm** button.



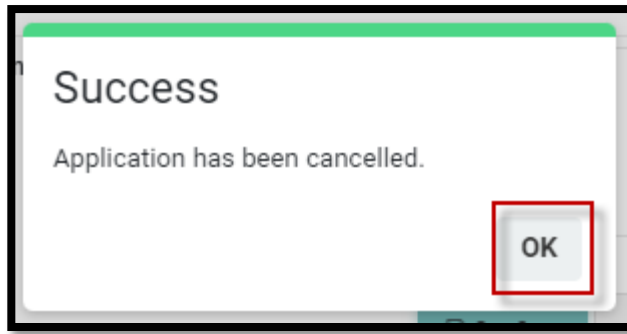
**Figure 1.15 – Cancel Application Popup Modal**

4. Click on **Yes, Sure** button on confirmation message box.




**Figure 1.16 – Confirmation Message Box**

5. Click **Ok** button on success message box.



**Figure 1.17 – Success Message Box**

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