



Faculty of Computing
Universiti Teknologi Malaysia

FINAL YEAR PROJECT 1 (PSM 1)
[SECx 3032]

ACTIVITIES SCHEDULE (Semester 3 2025/2026)

	Activity	Date	Week	Actions
1.	PSM1 Special Briefing by Each Program PSM1 Coordinator (JKPSM1)	Will be updated by JKPSM1 of the program	1	Student, PSM1 Coordinator
2.	No proposal phase (submission, evaluation or update) in Semester 3 (short semester)	-NA-		Students MUST already have an SV, as Sem3 is ONLY for REPEATING STUDENTS, not new ones. NO NEW PROPOSALS ARE ALLOWED
3.	Project Progress Assessment (Progress 1) (Target: Chapters 1 and 2 Progress) a) Student MUST make appointment with Supervisor before Week 1 to ensure timeliness. b) Student must also submit Log Book to be reviewed by Supervisor - PSM Log Book (PSM.CU.01). c) Supervisor must complete Project Progress 1 Marks on PSM1 Online System (*before deadline Saturday of Week 2 before 11pm)	3-6/8/2026	2	Student & Supervisor Supervisor (*Marks submission deadline Saturday of Week 2 before 11pm)
4.	Important: Course Withdrawal Timeline (If Not, E Grade (Fail) will be given for an incomplete project)		5	Student
5.	Project Progress Assessment (Progress 2) (Target: Chapters 3 and 4 Progress) a) Student MUST make appointment with Supervisor before Week 4 to ensure timeliness. b) Student must also submit Log Book to be reviewed by Supervisor - PSM Log Book (PSM.CU.01). c) Supervisor must complete Project Progress 2 Marks on PSM1 Online System (*before deadline Saturday of Week 4 before 11pm)	17-20/8/2026	4	Student & Supervisor (*Marks deadline Saturday of Week 4 before 11pm)
6.	Student submits to Supervisor: 1. REPORT REVIEW AND APPROVAL FORM (PSM1.RRAF.01) 2. NO PLAGIARISM ENDORSEMENT FORM (PSM1.NPEF.02) Supervisor: i. Reviewing period of Project Proposal Report draft by Supervisor	24-27/08/26	5	Student, Supervisor
7.	Report correction period for Student based on Supervisor's comments	Until 3/09/26	6	Student, Supervisor
8.	Student submits to the PSM1 Coordinator:	4/09/26		Student &

	1. REPORT REVIEW AND APPROVAL FORM (PSM1.RRAF.01) 2. NO PLAGIARISM ENDORSEMENT FORM (PSM1.NPEF.02) 3. ONE copy of Presentation video – <i>do a presentation, record and submit video on YouTube. Submit a link in a the Presentation Slide file.</i> 4. ONE copy of Presentation Slides in PDF <i>format</i>. Put presentation Slides in UTM e-portfolio too. <i>*Please make sure all forms are completed</i>	Before 5pm server time.	6	PSM1 Coordinator **Note: Any similarity percentage or AI percentage that is more than 20% will automatically be taken out of presentation, unless there is a note/explanation from SV *Note: Incomplete submission will not be accepted
9.	PSM 1 Presentation Schedule is released by PSM 1 Coordinator	5/09/26	6	PSM1Coordinator
10.	<u>PSM 1 PRESENTATION</u> After presentation, Examiners and Chairperson can discuss their comments regarding student's Project Proposal Report or his/her project.	7-11/09/26	7	Student, PSM1Coordinator Supervisor, Examiners <i>*Any changes will be updated and informed</i>
11.	Examiners and Supervisors complete the marks and comments in the PSM1 Online System. <i>* Examiners and Supervisors are advised to complete marks before the deadline</i>	7-14/09/26	7	Examiners, Supervisor, PSM1Coordinator
12.	Student makes correction to their report based on comments from Examiner I and II and Supervisor. <i>**However, the marks given by supervisor and examiners are based on presentation week (Week 7)</i> Correction process: i. Student submit to SV and examiners • Corrected report • REPORT CORRECTION AND RESUBMISSION FORM (PSM1.RCRS.03) • RESPONSE TO COMMENT FORM (PSM1.RTC.04) ii. Supervisors must check that all corrections are completed before passing report and forms to examiners. iii. Examiners will review corrections and sign endorsement if corrections completed.	until 17/09/26	8	Student, Supervisor
13.	Student submits to the PSM 1 Coordinator: 1. REPORT CORRECTION AND RESUBMISSION FORM (PSM1.RCRS.03) 2. RESPONSE TO COMMENT FORM (PSM1.RTC.04) 3. TWO copies of completed Thesis a. One in MS Word format b. One in PDF format	18/09/25	8	Student, PSM1Coordinator **Note: No signature from examiners, mean JKPSM will not accept that corrections are completed.

	4. TWO videos – put link in one document (<i>submit document to e-portfolio, and the link on e-learning</i>): a. One presentation video b. ONE 2-minute reflection video on PSM1 <i>*Please note that without the forms, marks will not be uploaded to system.</i>			
19.	PSM 1 Result Meeting a) Department Level b) Faculty Level		9	Supervisor, Examiners & PSM1Coordinator PSM Committee
20.	PSM 1 Coordinator submits the finalized PSM1 Result to the a) Academic Office and b) PSM Coordinator		9	PSM Coordinator
21.	Meeting of Senate's Standing Committee on Examinations/Results of Semester			
22.	Submission of a completed Project Proposal Report to the PSM 1 Coordinator (<i>Only for students whom wish to propose for a new project proposal</i>)	<i>Before first week of new semester</i>		Student, PSM1Coordinator

** Changes may happen, so please be alert and take appropriate actions.*

** All information including forms, calendar, lecturer's expertise and etc can be downloaded from*

<https://comp.utm.my/psm/>

2025/2026 FC PSM Committee Organization Structure **

**** For any enquiries, you may contact the following PSM Coordinator**

Head of Committee: Ms. Hazinah Kutty Mammi

a) SECR (Network & Security)

- 1) Ms. Hazinah Kutty Mammi (PSM1 – SECR)
- 2) Ms. Hazinah Kutty Mammi (PSM2 – SECR)

b) SECJ (Software Engineering)

- 1) Dr Muhammad Luqman Bin Mohd Shafie and Dr Alif Ridzuan (PSM1- SECJ)
- 2) Dr. Ruhaidah Samsuddin and Dr Jamilah Mahmood (PSM2 – SECJ)

c) SECB (Bioinformatics)

- 1) Dr. Seah Choon Sen, Dr. Nies Hui Wen (PSM1 – SECB)
- 2) Dr. Rozilawati Dollah @ Md. Zain (PSM2 – SECB)

d) SECV (Graphics & Multimedia)

- 1) Dr. Pang Yee Yong (PSM1 – SECV)
- 2) Dr. Aida Ali (PSM2 – SECV)

e) SECP (Data Engineering)

This department conducting 1 course: SECP

- 1) Dr Aryati Bakri (PSMi1 – SECP)
- 2) Dr Muhammad Aliif Ahmad (PSMi2 – SECP)