



KEMENTERIAN PENDIDIKAN TINGGI
JABATAN PENDIDIKAN POLITEKNIK DAN AKSESI KEMAJU



PROGRAMME HANDBOOK

ELECTRICAL ENGINEERING DEPARTMENT



DIPLOMA IN **ELECTRICAL ENGINEERING**
(DET)

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Seventh Edition

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Table of Contents

No	Content	Page
1.	Preface	01
2.	Introduction	03
3.	Vision and Mission	04
	3.1 Department of Polytechnic Education	
	3.2 Politeknik Merlimau	
4.	Management Organizational Chart	05
5.	Outcome Based Education (OBE)	06
6.	E- Learning	11
7.	Electrical Engineering Department	15
	7.1 Electrical Engineering Department Staffs	16
	7.2 Facilities	20
	7.3 Programme Overview of Diploma in Electronic Engineering (Communication)	24
	7.4 Higher Academic Pathway	45
8.	Ancillary Departments	
	8.1 Mathematics, Science and Computer Department	47
	8.2 General Studies Department	55
	8.3 Sports, Co-Curriculum and Cultural Unit	62
	8.4 Student Affair and Development Department	72
	8.5 Examination Unit	75
	8.6 Training and Continuing Education Unit	78
	8.7 Library Unit	81
	8.8 Psychology Management Unit	84
	8.9 Research and Innovation Unit	87
	8.10 Industrial Liaison and Training Unit	89
	8.11 Quality Assurance Unit	92
	8.12 CISEC Unit	95
	8.13 Kamsis Unit	97
	8.14 Entrepreneurial Unit	101
9.	Editorial Board	103

Preface

Bismillahirrahmanirrahim

Assalamualaikum w.b.t and Salam Sejahtera.

Dear Students,



First and foremost, I would like to welcome you to our beloved Politeknik Merlimau (PMM). As you can see, the atmosphere and the ambience here are very conducive for teaching and learning.

As we are aware, the industry requires graduates who are knowledgeable and have impeccable track records and self-discipline. We in PMM have taken measures to ensure all these requirements are met.

Furthermore, in order to add value to our graduates, we greatly emphasize our students to be involved in co-curricular activities, especially the uniformed bodies.

I believe that with the quality courses offered by the Civil, Electrical and Mechanical Engineering Departments as well as Commerce and Tourism and Hospitality, we would be able to produce high quality of towering personality graduates who would contribute to the development of our nation.

I am looking forward to meeting you and I hope that you would take advantage of all the facilities provided in order for you to attain the best knowledge and become the contributing citizen for our beloved Malaysia.
Thank you.

Sincerely,

Norizam bin Sekak

Director

Politeknik Merlimau

Preface

Assalamualaikum w.b.t .

This Programme Handbook is meant to provide a comprehensive guidelines for the students of Electrical Engineering Department pertaining to the programmes offered by this department.



Electrical Engineering Department offers programmes which are the Diploma in Electronic Engineering (Computer) DTK, Diploma in Electronic Engineering (Communication) DEP and Diploma in Electrical Engineering DET. Those programmes cater to four categories of courses or subjects. It means that students have to complete all the courses listed for their programmes in order to graduate. The four categories of courses are core, elective, compulsory and common courses.

Politeknik Merlimau (PMM) will be the ground for students to develop themselves holistically because PMM provides various kinds of activities that cater to both academic and non-academic purposes. Amongst those activities are Innovation, Pre-graduation Night, Industrial Attachment, Head of Department Award/List, Collaboration and Community Service. The activities organised gear the students to develop themselves into more competitive and resourceful people that would lead to the creation of towering personality graduates.

The Electrical Engineering Department provides a vast range of facilities as to ensure the success of our teaching and learning process. The facilities are such as Wiring Laboratory, Project Laboratory, Power System Laboratory, Electronic Laboratory, Audio and Communication Room, Telecommunication Laboratory, Computer Repair Laboratory, Computer Hardware Laboratory, Computer Programming Laboratory, Computer Aided Design Laboratory, Power Electronic Laboratory, Lecture Hall and Server Room.

Heartiest thanks to the Director and to all the lecturers as well as the supporting staff who work as an effective and efficient team for the success of our students. I also thank the other Academic Departments that have helped us to mould the students. It is our hoped that the graduates will excel globally and be well-balanced in terms of spiritual, intellectual, emotional and physical.

All the best and welcome to the Electrical Engineering Department . Thank You.

Adib Ridhwan bin Adenan

The Head of Electrical Engineering Department

Introduction

Politeknik Merlimau (PMM) is the 14th polytechnic of the Department of Polytechnic Education Ministry of Higher Education. PMM is located in Merlimau, 26 kilometers south of the state capital city the Historical City of Melaka.

Established in 2002, PMM started in Politeknik Melaka (formerly known as Politeknik Kota Melaka). Moving to its own Merlimau campus in the end of 2002, Politeknik Merlimau since then has risen to the forefront of achievements in various fields, emerging as the catalyst polytechnic in academic, innovation as well as social responsibilities activities.

The PMM campus is spread across an area of 100 acres, which houses seven academic departments, two non-academic departments and twelve supporting service units. Those academic departments consist of five main departments and two ancillary departments. The main departments are the Department of Civil Engineering, Department of Electrical Engineering, Department of Mechanical Engineering, Department of Commerce and Department of Hospitality and Tourism. The ancillary departments, on the other hand, are the Department of Mathematics, Science & Computer and Department of General Studies.

PMM believes that learning environments play a critical role in the development of strong learning communities, which is one of the key aims of curriculum evolution at PMM. These communities are supported by the institution, technology and cohort-targeted diploma graduate students. Thus, PMM provides a wide range of facilities and spaces that can be utilized by both the staffs and students, such as the CIDOS e-learning tools that serves as the Learning Management System. It is developed for the purpose of continuous improvement of the teaching and learning processes .

PMM provides a broad-based curriculum that is underscored by the multi-disciplinary courses that are coupled together with the ancillary department's courses that are aligned with the transformative pillars of the Department of Polytechnic Education, Ministry of Higher Education. The classroom lessons and activities are based on sound principles of pedagogy and practice, where lectures are given in English. These measures are in place for the nurturing of well-rounded graduates that are characterised by innovative thinking and relevant skills to thrive in a knowledge economy.

All in all, PMM provides students with an ideal, supportive and innovative environment in which students can find their future direction while making full use of their valuable time. This is further enhanced with the practicality, entrepreneurship, and the pursuit of academic and management excellence aspects in PMM. It is hoped that the well-rounded graduates enveloped with outstanding leadership qualities will enable them to make valuable contributions for the betterment of the society and country as a whole.

Vision & Mission

To be the Leading-Edge
TVET Institution

VISION

To develop holistic, entrepreneurial and
balanced TVET graduates through
dynamic education in-line with the
current Industrial Revolution

1



To capitalise on smart
partnership with
stakeholders

2



MISSION

To empower communities
through life-long learning

3



TAG LINE

Expertise for
Excellence, X4X

Management Organisational Chart



Outcome Based Education (OBE)

The Ministry of Higher Education, Malaysian Qualification Agency (MQA) and related professional bodies require all programs offered by Institutions of Higher Learning to adopt the Outcome Based Education (OBE) approach in their teaching and learning activities. This is in line with the paradigm shift mooted by the Ministry of Higher Education to enhance the quality of education in Malaysia.

Outcome-based education (OBE) is an educational approach that focuses on what students are able to do upon completion of a course. All curriculum and teaching decisions are made based on how best to facilitate the desired outcome. The term outcomes in this matter would be a set of values or 'wish list' on what the students should acquire upon completion of their educational program. Outcome-based education is designed so that "all students are equipped with the knowledge, skills and qualities needed to be successful after they exit the educational system" (Spady, 1994, p. 9).

In brief, OBE answers the following questions:

- What must the student learn?
- What do the teachers or lecturers want the student to learn?
- How does what the students learn affect the overall educational outcome?
- How do the teachers or lecturers make sure that the students learn what they are intended to learn?

Thus, OBE outlines the guidance for planning, delivering and evaluating teaching and learning activities to achieve the results expressed in terms of individual student learning outcomes as shown in Figure 5.1 below.

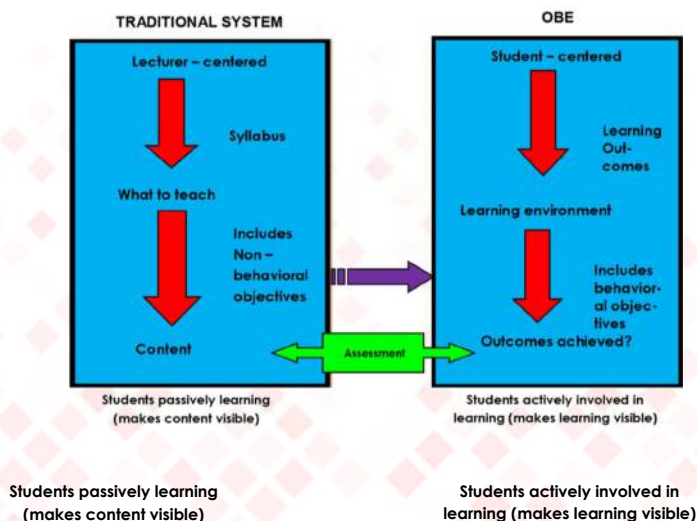


Figure 5.1: A Paradigm Shift for Educational System

Outcome Based Education (OBE)

DELIVERY MODES

The diversity of teaching and learning methodologies can be adapted by lecturers in order to cater for the heterogeneous or different students' potentials. This is important to ensure that different students are at the maximum level while the less potential ones are not left behind. Figure 5.2 shows that there are many modes of delivery that can be employed to suit various teaching and learning purposes.

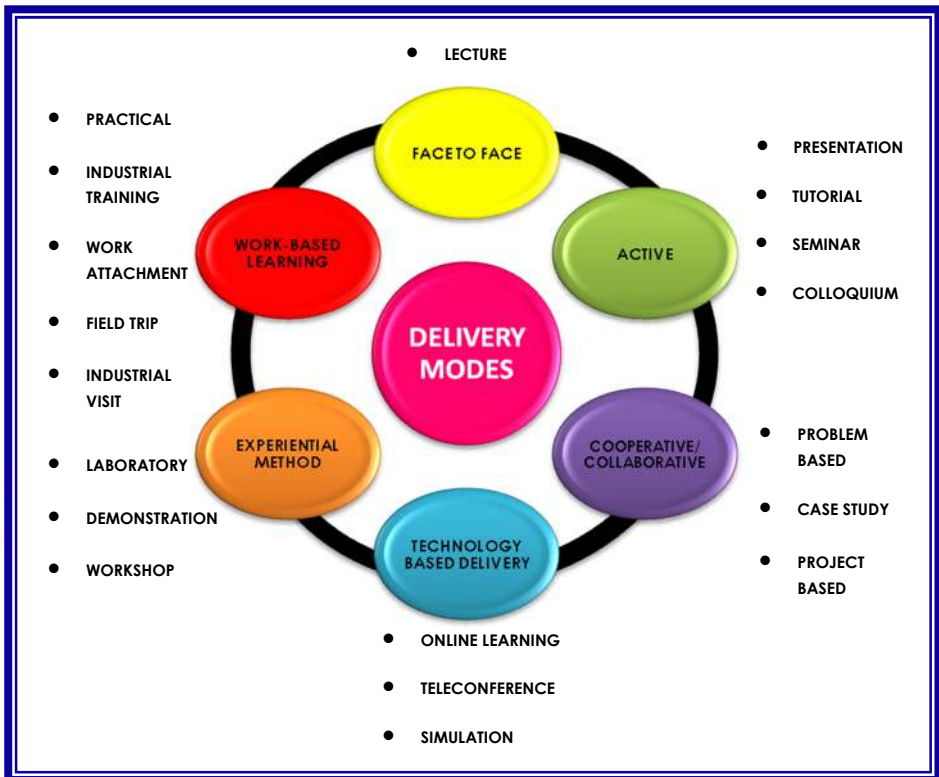


Figure 5.2 : Modes of Delivery

Outcome Based Education (OBE)

OBE EDUCATIONAL FRAMEWORK

Programme Educational Objectives (PEO):

The broad statements that describe the career and professional accomplishments that which the program is preparing the graduates to achieve.

Programme Learning Outcomes (PLO):

The statements that describe what the students are expected to know and able to perform or attain in terms of skills, knowledge and behaviour or attitude by the time of graduation.

Course Learning Outcomes (CLO):

The statements that describe the specification of what a student should learn upon completing a course .

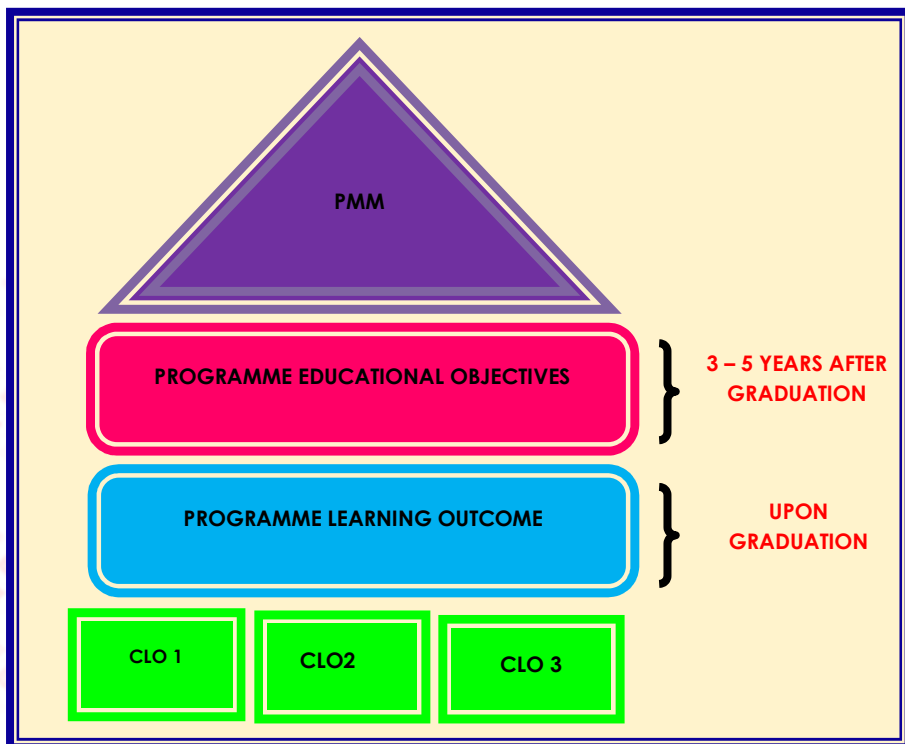


Figure 5.3 : OBE Educational Framework

Outcome Based Education (OBE)

FORMATION OF LEARNING OUTCOMES

The achievement of students is measured by its learning outcomes. These learning outcomes should specify the competencies acquired by students upon completion of their studies. The Learning Outcome consist of 8 domains that have been clustered into 5 clusters. The diagram Malaysian Qualifications Framework 2nd Edition: Level Descriptors diagram below shows the cluster ;

MQF LEVEL	Description of the MQF Profile	Qualification Standard with Learning Outcomes	Qualification Objectives	LEARNING OUTCOMES (LEARNING SKILLS)				Performance Standard and Assessment Criteria	Qualification Standard with Learning Outcomes
				Practical skills	Interpersonal and Communication skills	Digital and Numeracy skills	Leadership, Autonomy and Responsibility		
Level 4 DIPLOMA	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>	<p>Graduates will have a sound knowledge of the general knowledge, concepts and theories in the field of study.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p> <p>Graduates will be able to apply the knowledge and skills acquired in the field of study to solve problems in the workplace.</p>

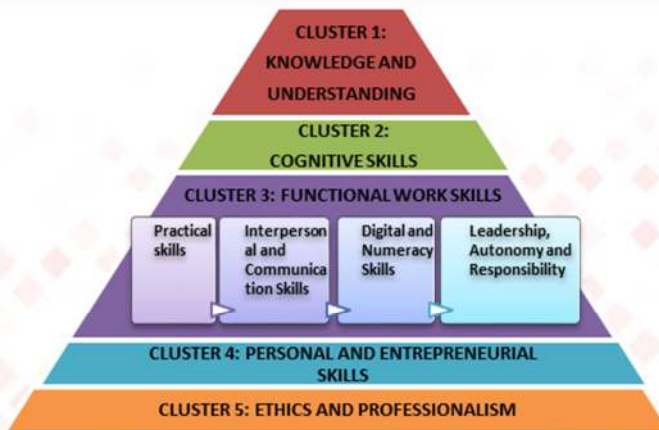


Figure 5.4 :Competency Domain to be applied in MQA Outcomes (Learning Outcomes, LO)

Outcome Based Education (OBE)

THREE MAIN STAGES IN TEACHING AND LEARNING PROCESS

In general, the OBE concept divides teaching and learning activities into three parts, namely:

- i. Planning,
- ii. Implementation and
- iii. Assessment

At the planning stage, learning outcomes should be determined in advance by taking into account what the students can do after attending a teaching process. At the implementation stage, the teaching and learning activities should be designed to achieve the specified learning outcomes.

Finally, the assessment measure how far the students have achieved the specified learning outcomes. In additional, the assessment provides input for continuously improve the teaching and learning process.

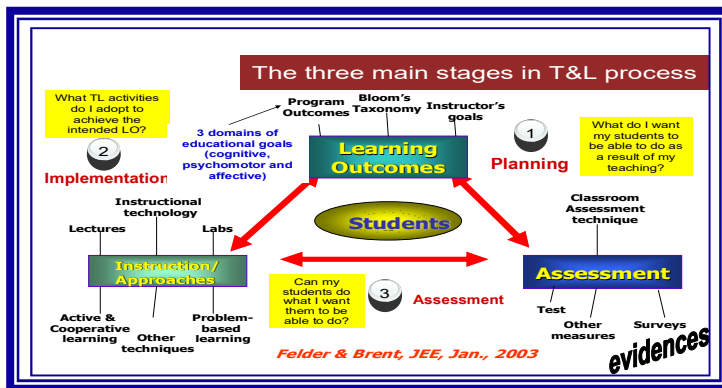


Figure 5.5 : Three Main Stages in Learning and Teaching Process

Towards the future of OBE:

1. Courses will help the students to want, passionately, to do things, rather than just 'be able to' do things.
2. Assessment will assess whether the students are able to actually and spontaneously achieve the outcomes, rather than just 'being able to'.
3. Outcomes will include values and principles and purposes as well as abilities.

In conclusion, the call for accountability is inevitably one of the reasons that lead to the introduction of OBE in Politeknik Merlimau. All parties need to make the necessary changes, modifications, and improvements in the light of the changes aimed. The roles of curriculum, lecturers or instructors and assessment must gear the students towards the intended outcomes.

E-Learning Unit

Introduction

CeLT (Center for e-Learning & Teaching) is a special name for Digital Learning Unit under the Instructional and Digital Learning Division, Polytechnic Education Department, Ministry of Higher Education Malaysia. CeLT is created to help empower the special National e-Learning agenda for all Malaysian Polytechnic.

Vision

Transforming Politeknik Merlimau towards global competitiveness through e-learning.

Mission

Build a competitive, creative and sustainable e-learning framework.

Objective

1. Encourage quality, fair and equitable education opportunities through e-learning (open, neutral and active).
2. Provide appropriate infrastructure and e-learning friendly.
3. Creating a variety of creativity to strengthen the 21st century learning and teaching process.
4. Improve staffs and students skills through e-learning in the 21st century.

The roles and responsibilities of the e-Learning Unit are:

1. Coordinating, supporting and monitoring the implementation of e-Learning through the CIDOS platform.
2. Developing and improving CIDOS functionality to meet the effective R & D requirements and suiting the rapid development of ICT (including Mobile-ready).
3. Improving literacy and training and mentoring on e-Learning.
4. Planning of training and mentoring and supporting e-Content development for academic staffs and students.
5. Designing strategies and coordinating the EDOLA competition organized by CELT's Department of Polytechnic Education such as TVET Tunes, Poli TV,

E-Learning Unit



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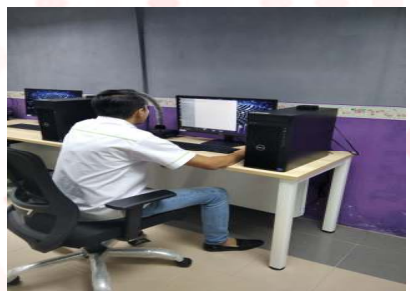
E-Learning Unit

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E-Learning Unit

Facilities



Electrical Engineering Department

Introduction

The Electrical Engineering Department offers three diploma programmes, namely Diploma in Electrical engineering (DET), Diploma in Electronic Engineering (Communication) (DEP), and Diploma in Electronic Engineering (Computer) (DTK).

The department is headed by Mr Adib Ridhwan Bin Adenan as the Head of Department, and he is assisted by Mr Mohd Asmadi Bin Idris, Head of DET Program, Mrs Nur Diyana binti Ismail, Head of DEP program, and lastly Mrs Siti Zulia binti Pirin, Head of DTK program.

The department has a staff complement of 52, from which 48 are academic staffs with grades ranging from DH34 up to DH54, and also 4 operational support staffs. The department's 3 programs averages around 800 students at any given academic session.

PROGRAMME	DURATION	ACREDITATION NUMBER
Diploma in Electrical Engineering (DET)	3 Tahun (6 semester)	MQA/FA3080
Diploma in Electronic Engineering (Computer) (DTK)	3 Tahun (6 semester)	MQA/FA3081
Diploma in Electronic Engineering (Communication) (DEP)	3 Tahun (6 semester)	MQA/FA3082

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Electrical Engineering Department

Facilities



Telecommunication Laboratory



Computer Repair Laboratory



Computer Hardware Laboratory



Computer Programming Laboratory



Power Electronic Laboratory



Electrical Machine Laboratory

Electrical Engineering Department



Computer Aided Design Laboratory



Entrepreneurship Incubator Room



Measurement Laboratory



Data Communication Laboratory



Electronic Repair Laboratory



Electronic Laboratory

Electrical Engineering Department



Electrical Principle & Technology Laboratory



Instrumentation Laboratory



Wiring Laboratory



Project Laboratory



Power System Laboratory



Advanced Telecommunication Laboratory

Electrical Engineering Department



Meeting Room



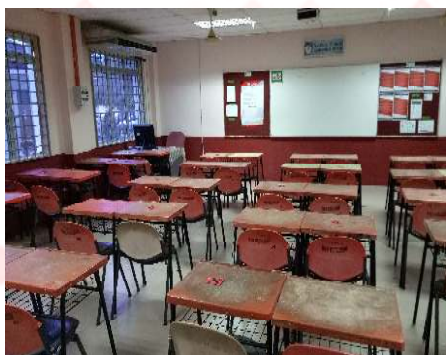
Server Room



Lecture Hall



TECC Room



Classroom



Student Corner

Diploma in Electrical Engineering

PROGRAMME OVERVIEW

Introduction

An Electrical engineering is the field of study which generally deals with the application of electrical and electronics towards designing, testing and development of circuitry and equipment for well-defined engineering activities. It requires the application of scientific and engineering knowledge and methods combined with practical skills in supporting well-defined engineering activities to prepare the students for their future role in the industry.

The Electrical Engineering diploma graduates of the Polytechnic's Ministry of Higher Education are exposed to a comprehensive curriculum consisting of courses in personal development, mathematics, science and electrical discipline as well as workplace competencies requirements. Graduates of the electrical engineering diploma programme will be equipped with specialized knowledge and skills which include power.

Synopsis

The Diploma in Electrical Engineering programme covers the broad discipline of electrical engineering which includes electrical and electronic principles, computer fundamental and programming, computer aided design, semiconductor devices, wiring installation, power system, electrical machine and programmable logic controller. The green technology elements are also incorporated in the curriculum to provide awareness toward the importance of the sustainable energy

Diploma in Electrical Engineering

Job Prospects

This programme provides the knowledge and skills in electrical engineering that can be applied to a broad range of careers in most power generation provider and manufacturing industries. The knowledge and skills that the students acquire from the programme will enable them to participate in the job market as:-

Electrical/Electronic Technician

- a. Electrical Engineering Service Advisor
- b. Technical Assistant
- c. Electrical/Electronic Engineering Supervisor
- d. Assistant Engineer

Vision

To be the Leading-Edge TVET Institution

Mission

- a. To provide wide access to quality and recognized TVET programmes
- b. To empower communities through lifelong learning
- c. To develop holistic, entrepreneurial and balanced graduates
- d. To capitalise on smart partnership with stakeholders

Educational Goal

To produce holistic and competent TVET graduates capable of contributing to the nation development

Diploma in Electrical Engineering

Programme Aims

This programme believes that all individuals have potential to be a resourceful and adaptable technician to support the nation aspiration in providing engineering talent.

Programme Educational Objectives (PEO)

The engineering programme should produce balanced TVET graduates who are:

- PEO1: Practicing technician in electrical engineering related field.
- PEO2: Contributing to society with professional ethic and responsibilities.
- PEO3: Engaging in enterprising activities that apply engineering knowledge and technical skills
- PEO4: Demonstrate positive character, entrepreneurship skills and lifelong learning skills for career advancement

Programme Learning Outcomes (PLO)

Upon completion of this programme, students should be able to:

- PLO1: Apply knowledge of applied mathematics, applied science, engineering fundamentals and an engineering specialisation as specified in DK1 to DK4 respectively to wide practical procedures and practices
- PLO2: Identify and analyse well-defined engineering problems reaching substantiated conclusions using codified methods of analysis specific to their field of activity (DK1 to DK4)
- PLO3: Design solutions for well-defined technical problems and assist with the design of systems, components or processes to meet specified needs with appropriate consideration for public health and safety, cultural, societal, and environmental considerations (DK5)
- PLO4: Conduct investigations of well-defined problems; locate and search relevant codes and catalogues, conduct standard tests and measurements
- PLO5: Apply appropriate techniques, resources, and modern engineering and IT tools to well-defined engineering problems, with an awareness of the limitations (DK6)
- PLO6: Demonstrate knowledge of the societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to engineering technician practice and solutions to well-defined engineering problems (DK7)

Diploma in Electrical Engineering

- PLO7: Understand and evaluate the sustainability and impact of engineering technician work in the solution of well-defined engineering problems in societal and environmental contexts (DK7)
- PLO8: Understand and commit to professional ethics and responsibilities and norms of technician practice
- PLO9: Function effectively as an individual, and as a member in diverse technical teams
- PLO10: Communicate effectively on well-defined engineering activities with the engineering community and with society at large, by being able to comprehend the work of others, document their own work, and give and receive clear instructions
- PLO11: Demonstrate knowledge and understanding of engineering management principles and apply these to one's own work, as a member or leader in a technical team and to manage projects in multidisciplinary environments
- PLO12: Recognise the need for, and have the ability to engage in independent updating in the context of specialised technical knowledge

Notes

- DK 1: A descriptive, formula-based understanding of the natural sciences applicable in a sub-discipline.
- DK 2: Procedural mathematics, numerical analysis, statistics applicable in a subdiscipline.
- DK 3: A coherent procedural formulation of engineering fundamentals required in an accepted sub-discipline.
- DK 4: Engineering specialist knowledge that provides the body of knowledge for an accepted sub-discipline.
- DK 5: Knowledge that supports engineering design based on the techniques and procedures of a practice area.
- DK 6: Codified practical engineering knowledge in recognised practice area.
- DK 7: Knowledge of issues and approaches in engineering technician practice: ethics, financial, cultural, environmental and sustainability impacts.

Diploma in Electrical Engineering

Programme Structure

CLASSIFICATION	COURSE CODE	COURSE NAME	CONTACT HOURS				PROGRAMME LEARNING OUTCOME (PLO)												PREREQUISITE / CO-REQUISITE		
			L	P	T	O	CREDIT VALUES	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11		PLO12	
								Knowledge	Problem Analysis	Design/Development of Solutions	Investigation	Modern Tool Usage	The Engineer and Society Environment and Sustainability	Ethics	Individual and Teamwork	Communications	Project Management and Finance	Life Long Learning			
SEMESTER 1																					
Compulsory	DUE10012	Communicative English 1	1	0	2	0	2														
	MPU24XX1 MPU24XX1	Sukan Unit Beruniform 1	0	2	0	0	1														
Common Core	DUW10022	Occupational Safety and Health for Engineering	2	0	0	0	2	√												√	
	DBM10013	Engineering Mathematics 1	2	0	2	0	3	√					√							√	
	DBS 10012	Engineering Science	2	1	0	0	2	√				√									
Discipline Core	DET 10013	Electrical Technology	2	2	0	0	3	√					√							√	
	DET10022	Electrical Wiring	1	3	0	0	2	√					√								
	DEE10013	Measurement Devices	2	2	0	0	3	√					√							√	
TOTAL			26				18														
CLASSIFICATION	COURSE CODE	COURSE NAME	CONTACT HOURS				PROGRAMME LEARNING OUTCOME (PLO)												PREREQUISITE / CO-REQUISITE		
			L	P	T	O	CREDIT VALUES	PLO1	PLO2	PLO3	PLO4	PLO5	PLO6	PLO7	PLO8	PLO9	PLO10	PLO11		PLO12	
								Knowledge	Problem Analysis	Design/Development of Solutions	Investigation	Modern Tool Usage	The Engineer and Society Environment and Sustainability	Ethics	Individual and Teamwork	Communications	Project Management and Finance	Life Long Learning			
SEMESTER 2																					
Compulsory	MPU21032	Penghayatan Etika dan Peradaban	1	0	2	0	2														√
	MPU24XX1	Kelab/Persatuan	0	2	0	0	1														
	MPU24XX1	Unit Beruniform 2																			√
Common Core	DBM20023	Engineering Mathematics 2	2	0	2	0	3	√					√								DBM10013
Discipline Core	DET20033	Electrical Circuits	2	2	0	0	3	√					√								DET10013
	DEE20023	Semiconductor Devices	2	2	0	0	3	√					√								
	DEE20033	Digital Electronics	2	2	0	0	3	√					√	√							
	DEC20012	Programming Fundamentals	1	2	0	0	2	√					√	√							√
TOTAL			24				17														

Diploma in Electrical Engineering

CLASSIFICATION	COURSE CODE	COURSE NAME	CONTACT HOURS				PROGRAMME LEARNING OUTCOME (PLO)												PREREQUISITE / COREQUISITE							
			L	T	P	O	CREDIT VALUES																			
							PL01 Knowledge	PL02 Problem Analysis	PL03 Design/Development of Solutions	PL04 Investigation	PL05 Modern Tool Usage	PL06 The Engineer and Society	PL07 Environment and Sustainability	PL08 Ethics	PL09 Individual and Teamwork	PL10 Communication	PL11 Project Management and Finance	PL12 Life-Long Learning								
SEMESTER 5																										
Compulsory	MPU23052 MPU23042	Sains Teknologi dan Kejaruteraan Islam* Nilai Masyarakat Malaysia**	1	0	2	0	2																			
Discipline Core	DET50063	Motor Control and Drives	2	2	0	0	3		√				√													DET40073
	DET50083	Power System Protection	2	2	0	0	3				√	√		√												DET30053
	DET50093	Electrical Maintenance and Repair	2	2	0	0	3		√				√		√											
	DEE50102	Project 2	0	3	0	0	2			√	√	√	√		√							√	√			DEE40082
Electives		Elective 2	0	0	0	0	2																			
TOTAL			18				15																			
SEMESTER 6																										
Industrial Training	DUT600610	Engineering Industrial Training	0	0	0	0	10						√		√		√	√	√	√	√	√	√	√	√	
TOTAL			0				10																			
TOTAL CREDIT VALUE							96																			

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	DETT10013 ELECTRICAL TECHNOLOGY	3	<p>ELECTRICAL TECHNOLOGY course will introduce students to the principles related to DC electrical circuits. It covers the fundamental laws, theorems and circuit techniques of the electrical technology basic fundamental. This course also covers inductor, capacitor, magnetic and electro-magnetic circuits.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the concept and principles of the related electrical circuit theorems and law to solve DC electrical circuit using various method and approach (C3, PLO1) 2. Construct DC circuit and measure related electrical parameters using appropriate electrical equipment (P4, PLO5) 3. Demonstrate ability to work in team to complete assigned tasks within the stipulated time frame (A3, PLO9)
	DETT10022 ELECTRICAL WIRING	2	<p>ELECTRICAL WIRING course exposes students to the various aspects of wiring installation according to the MS IEC 60364 standard. Students will be able to relate theoretical aspect in practical work on electrical wiring during workshop sessions. This course also provides students with the knowledge and skill in doing different types of wiring installation, wiring protection, wiring inspection, wiring testing and sustainable energy practices in electrical wiring.</p>	<p>Upon completion of this course students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the concept and principle of electrical safety and regulation in performing electrical wiring according to NIOSH, MS IEC 60364 standard. (C3, PLO1) 2. Construct single phase domestic wiring according to MS IEC 60364 (P4, PLO5) 3. Demonstrate an understanding and commit to professional ethics and responsibilities of engineering norms and sustainable energy practices in electrical wiring during performing single phase domestic wiring task. (A3, PLO8)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	DEE10013 MEASUREMENT DEVICES	3	<p>MEASUREMENT DEVICES introduces students to the basic concept of electrical instrument and measurement. It covers the basic principles of measurement, safety precautions and meter calibration. Students will also use measurement devices such as analogue meters, DC meters, analogue and digital multimeters, oscilloscopes, signal generators and power meters during practical session. This course also covers the basic concept and simple application of DC Bridge</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the concept of measurement in electrical and electronic equipment using appropriate theorem (C3, PLO1) 2. Perform meter calibrating and measuring technique using the correct measuring equipment (P4, PLO5) 3. Demonstrate good communication skill in oral presentation within a stipulated time frame (A3, PLO10)
	DUW10022 OCCUPATIONAL SAFETY AND HEALTH FOR ENGINEERING	2	<p>OCCUPATIONAL SAFETY AND HEALTH FOR ENGINEERING course is designed to impart understanding of the self-regulatory concepts and provisions under the Occupational Safety & Health Act (OSHA). This course presents the responsibilities of workers in implementing and complying with the safety procedures at work. Understanding of notifications of accidents, dangerous occurrence, poisoning and diseases and liability for offences will be imparted upon students. This course will also provide an understanding of the key issues in OSH management, incident prevention, Emergency Preparedness and Response (EPR), fire safety, Hazard Identification, Risk Control and Risk Assessment (HIRARC) and guide the students gradually into this multi-disciplinary science.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Explain briefly Occupational Safety and Health (OSH) procedures, regulation and its compliance in Malaysia (C2, PLO1) 2. Initiates incident hazards, risks and safe work practices in order to maintain health and safe work environment (A3, PLO8) 3. Forms communication skills in a team to respond for an accident action at workplace (A3, PLO10)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
2	DE1Z0033 ELECTRICAL CIRCUITS	3	<p>ELECTRICAL CIRCUITS is designed to provide students with the knowledge related to AC of electrical circuits. It emphasized on the principles of an alternating current AC waveform and sinusoidal steady state circuit analysis. This course also covers the applications of three phase system and operation of various types of transformers.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the concept and principles of the related electrical circuit theorems and law to solve DC electrical circuit using various method and approach (C3, PLO1) 2. Construct DC circuit and measure related electrical parameters using appropriate electrical equipment (P4, PLO5) 3. Demonstrate ability to work in team to complete assigned tasks within the stipulated time frame (A3, PLO9)
	DEE20023 SEMICONDUCTOR DEVICES	3	<p>SEMICONDUCTOR DEVICES introduces students to the basic electronic theories and devices. It covers the fundamentals of electronic devices which includes diodes, bipolar junction transistors and field effect transistors. The content encompasses devices structure to biasing basic applications</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the theoretical characteristics and electrical properties of semiconductor by using appropriate measuring operations and theorem (C3, PLO1) 2. Construct the various applications of semiconductor devices circuit by using schematic diagrams (P4,PLO 5) 3. Demonstrate good communication skill in oral presentation within a stipulated time frame (A3, PLO10)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
2	DEE2003 DIGITAL ELECTRONICS	3	<p>DIGITAL ELECTRONICS introduces the theories on the basic of digital systems. This course emphasizes on the digital system fundamentals and applications. This course mainly covers number systems, code systems, logic gates, Boolean operations, flip-flops, counters and registers</p>	<p>Upon completion of this course students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the knowledge of logic operations using Boolean Algebra or Karnaugh Map in digital logic circuit (C3, PLO1) 2. Construct the logic diagrams, truth tables and timing diagrams using logic gates and flip-flop (P4, PLO5) 3. Demonstrate ability to work in team to complete assigned task during practical work sessions (A3, PLO9) 4. Propose design project through presentation drawings, models and verbal communication (A3, PLO3)
	DEC2012 PROGRAMMING FUNDAMENTALS	2	<p>PROGRAMMING FUNDAMENTALS course provides the skills necessary for the effective of application of computation and computer programming in engineering applications. Students will develop their programming skills through a variety of assignments and labs and by reviewing case studies and example programs. The learning outcome is proficiency in writing small to medium programs in a procedural programming language.</p>	<p>Upon completion of this course students should be able to:-</p> <ol style="list-style-type: none"> 1. Apply knowledge of basic concepts and fundamentals of structured programming in solving a variety of engineering and scientific problems using a high level programming language (C3, PLO1) 2. Build programs written in C language for assigned mini project during practical work sessions (P4, PLO5) 3. Demonstrate continuous learning skill in independent acquisition of new knowledge and skill in developing a mini project (A3, PLO12)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
3	DEE30043 ELECTRONIC CIRCUITS	3	<p>ELECTRONIC CIRCUITS emphasizes the concept of electronic device applications. The course covers the fundamental of electronic circuit application which include power supply unit, oscillator, operational amplifier, timer, filters and AD/DA converters. The content cover circuit configurations, operation and application of the electronic circuits.</p>	<p>Upon completion of this course students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the principles of electronic circuits devices by using block diagram or circuit diagram (C3, PLO1) 2. Construct the various applications of electronic circuits based on the theory and principle operation of the circuits (P4, PLO5) 3. Demonstrate good written communication skill through essay writing in group within a stipulated time frame (A3, PLO10)
	DEE30061 COMPUTER AIDED ELECTRICAL DRAWING	1	<p>COMPUTER AIDED ELECTRICAL DRAWING provides knowledge and exposure on the usage of AutoCAD software. The course focuses on the application of the software to produce drawings of graphics, electrical/electronic component symbols, circuit schematics and electrical wiring layout diagram. The skills acquired from this course will also equip students with the ability to learn and use other similar software</p>	<p>Upon completion of this course students will be able to:</p> <ol style="list-style-type: none"> 1. Apply computer aided design concept, applications and capabilities in electrical engineering environment (C3, PLO1) 2. Construct simple and complex electrical wiring diagrams and electronic schematics using AutoCAD software and based on American/British technical symbol standard (P4, PLO5) 3. Adhere to professionalism and ethics in drawing electrical consumer wiring diagram in practical work according to Energy Commission (EC) and MS IEC 60364 standard (A3, PLO8)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
3	DEC30023 COMPUTER NETWORKING FUNDAMENTALS	3	<p>COMPUTER NETWORK FUNDAMENTALS introduce students to the concepts and principles of data transmission and computer networks. This course enables students to correctly use standard terminology in describing the main Local Area Network (LAN) topologies, hardware and software components used in networking. This course provides students with the knowledge and skills to build a network infrastructure using copper cabling, and wireless devices wisely. Students also learn to troubleshoot and secure the network.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Investigate a computer network structure to determine the network protocol, network services, network problem and network security when implementing specific networking requirements (C4, PLO4) 2. Construct a simple LAN or WLAN in accordance to IEEE or TIA/EIA 568-A/B wiring standard and network troubleshooting using network simulation or tools (P4, PLO5) 3. Demonstrate awareness of the norm practice of professional bodies such as IEEE or TIA/EIA 568-A/B during practical work session (A3, PLO8)
	DET30043 ELECTRICAL MACHINE	3	<p>ELECTRICAL MACHINES course expose students to the basic construction, principle of operation and control of various type of motor and generator. This course provides students with the basic knowledge and skills to solve various problem related to motors and generators.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Apply the concept, principle operation and motor control of electrical machine to solve the related problems using standard formula (C3, PLO1) 2. Measure and record electrical and mechanical parameters related to ac and dc electrical machine using appropriate electrical equipment (P4, PLO5) 3. Demonstrate ability to work in team to complete assigned tasks (A3, PLO9)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
3	DEE30053 POWER SYSTEM	3	<p>POWER SYSTEM course will provide students with the concepts of non-renewable and renewable energy. It also annotate on the environmentally friendly electrical power generation, transmission, distribution and consumerization of the electrical power.</p>	<p>Upon completion of this course, student should be able to:</p> <ol style="list-style-type: none"> 1. Apply the concepts of ecofriendly electrical power generation resources, to improve an environmentally conscious of a quality power generation, transmission and distribution system and its efficiency (C3, PLO1) 2. Perform the practical works on electrical power generation, transmission and distribution system using an appropriate energy efficient equipment (P4, PLO5) 3. Demonstrate the awareness toward the sustainable energy generation and environmental friendly methods of transmission and distribution system. (A3, PLO7)
4	DEE30071 ELECTRONIC COMPUTER AIDED DESIGN	1	<p>ELECTRONIC COMPUTER AIDED DESIGN covers the basic concept and fundamentals of electronic circuit simulation. It also covers the applications of electronic packages for electronic circuit simulation at the circuit level and the logic level. Emphasis is given to the simulation for analogue, digital logic and mixed-signal circuits using various types of simulation analysis. Printed Circuit Board (PCB) layout is then produced for the circuits. The simulation and the PCB layout are done using electronic software package such as Protel / Altium Designer, ORCAD, PSpice, Circuit Maker or Electronic Workbench.</p>	<p>Upon completion of this course, student should be able to:</p> <ol style="list-style-type: none"> 1. Apply the simulation results for the various types of simulation analysis based on the electronic circuit theory and operations (C3, PLO1) 2. Construct the simulation and the PCB layout for digital and analogue circuits using a schematic capture software (P4, PLO5)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
4	DET40073 POWER ELECTRONICS	3	<p>POWER ELECTRONICS course is aimed to equip students with the knowledge and skills related to power electronic devices and its application in power conversion. This course also will focus on the operational principle of rectifiers, choppers, inverters and AC voltage controller circuits. Emphasis is given more on producing the output voltage waveforms of the converters.</p>	<p>Upon completion of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Analyze and investigate the well-defined operational behaviors, principle and basic concepts of power electronics by using schematics circuits (C4, PLO4) 2. Construct converters circuits and make observation on displayed waveforms using appropriate methods and equipments (P4, PLO5) 3. Demonstrate the ability to practice leadership skills to complete assigned power electronics tasks (A3, PLO9)
	DEJ40033 PROGRAMMABLE LOGIC CONTROLLER (PLC) AND AUTOMATION	3	<p>PROGRAMMABLE LOGIC CONTROLLER (PLC) AND AUTOMATION provides knowledge regarding the concept and principle of automation system. This course emphasizes the relationship between conventional/ hardwired/relay ladder logic (RLL) and PLC system, application of various industrial input and output devices of PLC, designing process, programming, constructing and PLC maintenance method. This course also provides knowledge and skills in designing environmentally friendly of automation control system based on conventional/hardwired/relay ladder logic (RLL) and PLC .</p>	<p>Upon completion of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Evaluate environmentally friendly automation control system using electromechanical devices and PLC (C5, PLO2) 2. Display the ability to construct, troubleshoot and do maintenance of hardwired and PLC systems using appropriate equipment (P4, PLO5) 3. Demonstrate an understanding of PLC environmentally friendly automation system norm by following PLC IEC standard during practical work session (A3, PLO7)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
4	MPU22012 ENTREPRENEURSHIP	2	ENTREPRENEURSHIP focuses on the fundamentals and concept of entrepreneurship in order to inculcate the value and interest in students to choose entrepreneurship as a career. This course can help students to initiate creative and innovative entrepreneurial ideas. It also emphasizes a preparation of a business plan framework through business model canvas.	<p>Upon completion of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Propose the value proposition of entrepreneurial idea using Business model Canvas (A3, CLS3b) 2. Develop a viable business plan by organizing business objectives according to priorities (A4, CLS4) 3. Organize the online presence business in social media marketing platform (A3, CLS4)
	DECA40053 EMBEDDED SYSTEM APPLICATIONS	3	EMBEDDED SYSTEM APPLICATIONS cover the basic concept and application of microcontroller system based on Peripheral Interface Controller (PIC) microcontroller. Students will learn software and hardware development on PIC16F/PIC18F microcontroller development system and understand how to do interfacing with external devices using suitable internal chip features. Students are exposed to the new Microcontroller Unit (MCU) simulation software such as Proteus	<p>Upon completion of this the course, students should be able to:</p> <ol style="list-style-type: none"> 1. Investigate internal features of PIC16F/ PIC18F to interface properly with external devices (C4, PLO4) 2. Design embedded system application based on PIC16F / PIC18F microcontroller effectively (C6,PLO3) 3. Construct and simulate real-time embedded system application based on PIC16F / PIC18F microcontroller effectively (P4, PLO5) 4. Demonstrate knowledge of engineering project management principles through a written report on an assigned mini project (A3, PLO11)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
4	DEFA0082 PROJECT 1	2	<p>PROJECT 1 provides knowledge regarding the implementation and development methods of a project based on hardware or software or a combination of hardware and software. This course provides exposure to the project management and finance, techniques to develop project and proposal preparation.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Investigate well defined problem in order to make improvements on a chosen project (C4, PLO4) 2. Evaluate engineering problem and conduct research in order to make improvements on a chosen project whether the project is on the hardware, software or hardware-software interface type (C5, PLO2) 3. Perform project construction procedures (hardware project) or produce flowchart and draft algorithm for system programmed (software project) and record the progress systematically (P4, PLO5) 4. Display good project management and finance through a Gantt Chart (milestone) and final proposal (A3, PLO11) 5. Demonstrate continuous learning, information management and independent acquisition of new knowledge and skill to support the development of the project through the final proposal (A3, PLO12) 6. Display written communication skill through a final proposal (A3, PLO10) 7. Describe the impact of the proposed project to the society in the final proposal (A3, PLO6)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
5	DET5006.3 MOTOR CONTROL AND DRIVES	3	<p>MOTOR CONTROL & DRIVES course provide student with the knowledge of the principle operations and applications of motor control and electrical drives. This course covers the methods of speed control and braking methods for ac and dc motors. Emphasis is given on principle operation, characteristic curve and solving the related problems.</p>	<p>Upon completing of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Evaluate the various control methods based on the concept and principle of motor control and drives by considering energy efficiency (C5, PLO2) 2. Display ability to conduct the various methods of motor control and drives using appropriate electrical equipment (P4, PLO5) 3. Demonstrate the ability to communicate effectively in the assigned tasks. (A3, PLO10)
	DET5008.3 POWER SYSTEM PROTECTION	3	<p>POWER SYSTEM PROTECTION is aimed to provide students with the knowledge and exposure to the electrical power equipment protection. The course focuses on the common protection system applied to power system network, switching equipment and their operation. This course also introduces the methods of selecting suitable protection equipment based on fault current and apparent power calculations.</p>	<p>Upon completion of this course, the students should be able to:</p> <ol style="list-style-type: none"> 1. Analyze the operation of protection equipment based on AC electrical laws and theorems (C4, PLO4) 2. Perform common protection system to electrical network using the appropriate equipments (P4, PLO5) 3. Demonstrate social safety and sustainable energy practices on assigned task within a stipulated time frame (A3, PLO6)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
5	DEES0102 PROJECT 2	2	<p>PROJECT 2 is the continuation of DEE40082 PROJECT 1 course. The course focuses on methods of circuit construction, testing, troubleshooting, debugging, repair and also completion of the project which was planned during the previous semester. This course also requires students to manage an economical engineering based project, prepare a project report in a given format and deliver a project presentation at the end of the semester. The students are allowed to do an individual or group project but will be assessed individually through the project assessment tasks throughout the course.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Investigate the various alternative preliminary design and software programming for the previous chosen project (C4, PLO4) 2. Design project prototype (for hardware and interfacing project) with suitable and attractive casing or complete system programmed (for software project) with user interface (C6, PLO3) 3. Perform systematically the relevant test and measurement to determine circuit fault and functionality and construct project casing (hardware project) or test run, debug and execute system programmed (software project) using modern tools (P4, PLO5) 4. Display element of environment and sustainability awareness in project implementation (A3, PLO7) 5. Display effective communication skill in report writing and during presentation (A3, PLO10) 6. Display good ability in project management and finance using a Gantt Chart (milestone chart) and an effective costing respectively (A3, PLO11)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
5	DE150093 ELECTRICAL MAINTENANCE AND REPAIR	2	<p>ELECTRICAL MAINTENANCE AND REPAIR provides students with the knowledge and exposure to the method used in maintenance and repair of electrical equipment. It emphasizes on maintaining electric powered equipment. It also demonstrates knowledge and understanding of electrical schematic diagram and adheres to all safety procedures, regulations for maintaining and display good practices by considering sustainable energy practices.</p>	<p>Upon completion of this course, students should be able to:</p> <ol style="list-style-type: none"> 1. Evaluate the fault finding of maintaining electrical equipments based on its concept and principles according to MS IEC 60364 and Electricity Regulations 1994 (C5, PLO2) 2. Perform the ability to troubleshoot and repair various electrical system and appliances (P4, PLO 5) 3. Demonstrate knowledge of the societal issues on safety and health cultural and the consequence responsibilities relevant to engineering norms and sustainable energy practices during performing electrical system and appliance maintenance task (A3, PLO6)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
6	DUT 600610 INDUSTRIAL TRAINING	9	<p>ENGINEERING INDUSTRIAL TRAINING course will provide student with first-hand experience in an engineering-practice environment outside the polytechnic. Student will practice their knowledge and skill based on knowledge learned in polytechnic through industry supervision to acquire the craft skill and essential. Student also need to demonstrate their responsibilities and professional ethic, communication, teamwork and interpersonal and life-long learning skills at the workplace.</p>	<p>Upon completion of this course, student should be able to:</p> <ol style="list-style-type: none"> 1. Perform the assigned task accordingly based on job scope requirement (P4, PLO5) 2. Initiate responsibilities as an engineering technician while dealing with societal, health, safety, legal, cultural and other issues (A3, PLO6) 3. Practice professional ethics and responsibilities as an engineering technician (A5, PLO8) 4. Display ability to work in a team or independently base on the given task (P4, PLO9) 5. Explain the task by using effective verbal/visual communication skill in performing job requirement (A4, PLO10) 6. Write a report based on given task accordingly to technical practice (C3, PLO10) 7. Display life long learning skill in completing the given task (P4, PLO12)





Higher Academic Pathway

CAREER PATHWAYS FOR POLYTECHNIC STUDENTS.




Graduates of polytechnics in general are able to advance their studies through these three academic career pathways;

Institution of Higher Learning (Public/Private)

This pathway allows polytechnic students to advance their studies in other public universities, as well as other private learning institutions. Apart from this, students are also able to pursue other non-technical paths, should they desire

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	<ul style="list-style-type: none"> • Bachelor Of Electrical Engineering With Honours • Bachelor Of Electronics Engineering With Honours • Bachelor Of Electrical and Electronics Engineering With Honours 	Universiti Teknologi MARA (UiTM) 40450 Shah Alam, Selangor Darul Ehsan, Malaysia Tel : (6)03-55442000 www.uitm.edu.my
	<ul style="list-style-type: none"> • Bachelor of Electrical Engineering 	Universiti Malaysia Pahang (UMP) Lebuhraya Tun Razak, 26300 Gambang Kuantan, Pahang Darul Makmur Tel : (6)09-424 5000 www.ump.edu.my
	<ul style="list-style-type: none"> • Bachelor of Electrical Engineering Technology (Hons) • Bachelor of Electronic Engineering Technology (Hons) 	Universiti Malaysia Perlis (UniMAP) Kampung Kubang Gajah 02600 Arau Perlis Tel : (6)04 979 8008 www.unimap.edu.my

Higher Academic Pathway

LIST OF UNIVERSITY	PROGRAMME	INFORMATION
 <p>UNIVERSITI KEBANGSAAN MALAYSIA <small>National University of Malaysia</small></p>	<ul style="list-style-type: none"> • Bachelor of Mechanical Engineering with Honours • Bachelor of Electronic Engineering with Honours • Bachelor of Electrical and Electronic Engineering with Honours 	<p>Universiti Kebangsaan Malaysia (UKM) 43600 Bangi, Selangor Malaysia</p> <p>Tel : (6)03-89118173/8027/8024 Fax: (6)07-5537646 www.ukm.my</p>
 <p>UNIVERSITI TEKNIKAL MALAYSIA MELAKA <small>اوتيمستي تيكنيك ماليسيا ملاك</small></p>	<ul style="list-style-type: none"> • Bachelor Of Electronic Engineering With Honours • Bachelor Of Electrical Engineering With Honours • Bachelor Of Information Technology • Bachelor Of Electrical Engineering Technology With Honours • Bachelor Of Electronics Engineering Technology With Honours 	<p>Universiti Teknikal Malaysia Melaka Jalan Hang Tuah Jaya, 76100 Durian Tunggal, Melaka, Malaysia</p> <p>Tel : (6)06 270 1000 Fax: (6)06 270 1022 www.utem.edu.my</p>
 <p>UNIVERSITI TUN HUSSEIN ONN MALAYSIA</p>	<ul style="list-style-type: none"> • Bachelor Of Electrical Engineering With Honours • Bachelor Of Electronics Engineering With Honours • Bachelor of Vocational Education(Electrical and Electronic) with Honours 	<p>Universiti Tun Hussein Onn (UTHM) Parit Raja, 86400 Batu Pahat Johor</p> <p>Tel : (6)07-4537689 www.uthm.edu.my</p>

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Mathematics, Science & Computer Department

Facilities



TECC



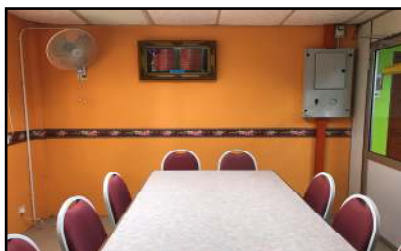
Computer Laboratory



Classroom



Science Laboratory



Discussion Room



Lecturer Meeting Room



Prayer Room



Gazebo

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	DBM 10013 ENGINEERING MATHEMATICS 1	3	<p>ENGINEERING MATHEMATICS 1 exposes students to the basic algebra including resolve partial fractions. This course also covers the concept of trigonometry and the method to solve trigonometry problems by using basic identities, compound angle and double angle formulae. Students will be introduced to the theory of complex number and concept of vector and scalar. Students will explore advanced matrices involving 3x3 matrix.</p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Use mathematical statement to describe relationship between various physical phenomena (C3, CLS1)</p> <p>CLO2: Show mathematical solutions using the appropriate techniques in mathematics (C3, CLS3c)</p> <p>CLO3: Use mathematical expression in describing real engineering problems precisely, concisely and logically (A3, CLS3b)</p>
1	DBM10102 ELEMENTARY MATHEMATICS	2	<p>ELEMENTARY MATHEMATICS exposes students to basic algebra which focuses on expressions and fraction used in solving linear and quadratic equations. This course also covers the concept of measurement and geometry which focuses on calculating areas and properties of angles in a circle including angular problems. Students will be introduced to the basic concept of trigonometric and its functions in solving problems.</p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Use mathematical statement to describe relationship between various physical phenomena (C3, CLS1)</p> <p>CLO2: Show mathematical solutions using the appropriate techniques in mathematics (C3, CLS3c)</p> <p>CLO3: Demonstrate awareness to social needs and active learning through geometrical approaches (A3, CLS3b)</p>

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	DBS10012 ENGINEERING SCIENCE	2	<p>ENGINEERING SCIENCE course introduces the physical concepts required in engineering disciplines. Students will learn the knowledge of fundamental physics in order to identify and solve engineering physics problems. Students will be able to perform experiments and activities to mastery physics concepts.</p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Use basic physics concept to solve engineering physics problems (C3, CLS1)</p> <p>CLO2: Apply knowledge of fundamental physics in activities to mastery physics concept (C3, CLS1)</p> <p>CLO3: Perform appropriate activities related to physics concept (P3, CLS3a)</p>
2	DBM20023 ENGINEERING MATHEMATICS 2	3	<p>ENGINEERING MATHEMATICS 2 exposes students to the basic laws of indices and logarithms. This course introduces the basic rules of differentiation concepts to solve problems that relates maximum, minimum and calculate the rates of changes. This course discusses integration concepts in order to strengthen student's knowledge for solving area and volume bounded region problems. In addition, students will learn application of both techniques of differentiation and integration.</p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Use algebra and calculus knowledge to describe relationship between various physical phenomena (C3 CLS1)</p> <p>CLO2: Solve the mathematical problems by using appropriate and relevant fundamental calculus techniques (C3, CLS3c)</p> <p>CLO3: Use mathematical language to express mathematical ideas and arguments precisely, concisely and logically in calculus (A3, CLS3b)</p>

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
3	DBM30033 ENGINEERING MATHEMATICS 3	3	<p>ENGINEERING MATHEMATICS 3 exposes students to the statistical and probability concepts and their applications in Interpreting data. The course also introduces numerical methods concept to solve simultaneous equations by using Gaussian Elimination method, LU Decomposition using Doolittle and Crout methods, polynomial problems using Simple Fixed Point Iteration and Newton-Raphson methods. In order to strengthen the students in solving engineering problems, Ordinary Differential Equation (ODE) is also included. In addition, the course also discusses optimization problems by using Linear Programming. It is designed to build students' teamwork and problems solving skill.</p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Demonstrate an understanding of the common body of knowledge in mathematics (C3, CLS1)</p> <p>CLO2: Demonstrate problems solving skills in engineering problems (C3, CLS3c)</p> <p>CLO3: Use mathematical expression in describing real engineering problems precisely, concisely and logically (A3, CLS3b)</p>
3	DBM30043 ELECTRICAL ENGINEERING MATHEMATICS	3	<p>ELECTRICAL ENGINEERING MATHEMATICS exposes students to the statistical and probability concepts and their applications in interpreting data. The course also introduces numerical methods concept to solve simultaneous equations by using Gaussian Elimination method, LU Decomposition using Doolittle and Crout methods, polynomial problems using Simple Fixed Point Iteration methods and Newton Raphson method. In addition, the course also discuss Ordinary Differential Equation (ODE). In order to strengthen the students in solving engineering problems, Laplace Transform by using the Table of Laplace is also included. It is designed to build students' teamwork and problems solving skill.</p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Demonstrate an understanding of the common body of knowledge in mathematics (C3, CLS1)</p> <p>CLO2: Demonstrate problems solving skills in engineering problems (C3, CLS3c)</p> <p>CLO3: Use mathematical expression in describing real engineering problems precisely, concisely and logically. (A3, CLS3b)</p>

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	Synopsis	CLO
1 / 3	DBC20012 COMPUTER APPLICATIONS	2	<p>COMPUTER APPLICATION exposes students to different packages of applications software such as word processor, spreadsheet, presentation, project management, internet security and digital etiquette. This course mainly emphasize on the practical aspects of using applications software and awareness in digital world activity. Students will develop teamwork and leadership skills to present ideas and organize project. Students are able to use the information and technology skill attained in future. Upon completion of this course,</p>	<p>Upon completion of this course, students should be able to:</p> <p>CLO1: Display the ability to apply application software in office environment (P3, CLS4)</p> <p>CLO2: Perform inquisitive mind to develop lifelong learning skills in information and technology skills (A5, CLS3c)</p> <p>CLO3: Apply information and technology skills in office environment (C3, CLS3b)</p>

General Studies Department

Introduction

The General Studies Department strives to produce excellent students in both cognitive and spiritual faculties. For that end, the department provides courses that complement the programmes offered by the main departments.

The English courses prepare the students with the essential knowledge and skills in communication to meet the challenges in their future workplace. Apart from that, students are also nurtured with the teachings of Islam, moral values and the knowledge of Islamic civilization.

This department comprises the Head of Department, together with two Heads of Course and also lecturers from the English Language Unit and the Islamic Education and Moral Studies Unit. The English Language Unit consists of 12 lecturers while the Islamic Education and Moral Studies unit has a total number of 12 lecturers. Furthermore, the department has two language laboratories and one technology enable classroom (TEC) that are equipped with the necessary peripherals to enhance the languages learning and teaching sessions.

Lastly, it is with high expectation that this Programme Handbook will enlighten the students regarding the courses offered by the Department of General Studies, Politeknik Merlimau.



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Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	MPU21032 PENGHAYATAN ETIKA DAN PERADABAN	2	<p>PENGHAYATAN ETIKA DAN PERADABAN ini menjelaskan tentang konsep etika daripada perspektif peradaban yang berbeza. Ia bertujuan bagi mengenal pasti sistem, tahap perkembangan, kemajuan dan kebudayaan merentas bangsa dalam mengukuhkan kesepaduan sosial. Selain itu, perbincangan dan perbahasan berkaitan isu-isu kontemporari dalam aspek ekonomi, politik, sosial, budaya dan alam sekitar daripada perspektif etika dan peradaban dapat melahirkan pelajar yang bermoral dan profesional. Penerapan amalan pendidikan berimpak tinggi (HIEPs) yang bersesuaian digunakan dalam penyampaian kursus ini.</p>	<p>CLO1 : membentangkan konsep etika dan peradaban dalam kepelbagaian tamadun (A2, CLS5)</p> <p>CLO2: menerangkan sistem, tahap perkembangan, kesepaduan sosial dan kebudayaan merentas bangsa di Malaysia (A2, CLS5)</p> <p>CLO3: mencadangkan sikap yang positif terhadap isu dan cabaran kontemporari dari perspektif etika dan peradaban (A3, CLS4)</p>
	DUE10012 COMMUNICATIVE ENGLISH 1	2	<p>COMMUNICATIVE ENGLISH 1 focuses on developing students' speaking skills to enable them to communicate effectively and confidently in group discussions and in a variety of social interactions. It is designed to provide students with appropriate reading skills to comprehend a variety of texts. The students are equipped with effective presentation skills as a preparation for academic and work purposes.</p>	<p>CLO1: Participate in a discussion using effective communication and social skills to reach an amicable conclusion by accommodating differing views and opinions (A3, CLS3b)</p> <p>CLO2: Demonstrate awareness of values and opinions embedded in texts on current issues (A3, CLS3b)</p> <p>CLO3: Present a topic of interest that carries identifiable values coherently using effective verbal and non-verbal communication skills (A2, CLS4)</p>

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
2	SAINS, TEKNOLOGI DAN KEJURUTERAAN DALAM ISLAM* MPJ23052	2	SAINS, TEKNOLOGI DAN KEJURUTERAAN DALAM ISLAM memberi pengetahuan tentang konsep Islam sebagai al-Din dan seterusnya membincangkan konsep sains, teknologi dan kejuruteraan dalam Islam serta impaknya, pencapaiannya dalam tamadun Islam, prinsip serta peranan syariah dan etika Islam, peranan kaedah fiqh serta aplikasinya.	<p>CLO1: Melaksanakan dengan yakin amalan Islam dalam kehidupan seharian (A2, CLS4)</p> <p>CLO2: Menerangkan etika dan profesionalisme berkaitan sains teknologi dan kejuruteraan dalam Islam (A3, CLS 5)</p> <p>CLO3: Menghubungkan minda ingin tahu dengan prinsip syariah, etika dan kaedah fiqh dalam bidang sains, teknologi dan kejuruteraan menurut perspektif Islam (A4, CLS 4)</p>
	NILAI MASYARAKAT MALAYSIA** MPJ23042	2	NILAI MASYARAKAT MALAYSIA membincangkan aspek sejarah pembentukan masyarakat, nilai-nilai agama, adat resam dan budaya masyarakat di Malaysia. Selain itu, pelajar dapat mempelajari tanggungjawab sebagai individu dan nilai perpaduan dalam kehidupan di samping cabaran-cabaran dalam membentuk masyarakat Malaysia.	<p>CLO1: Membincangkan sejarah dan nilai dalam pembentukan masyarakat di Malaysia (A2, CLS4)</p> <p>CLO2: Menerangkan etika dan profesionalisme terhadap konsep perpaduan bagi meningkatkan semangat patriotisme masyarakat Malaysia (A3, CLS5)</p> <p>CLO3: Menghubungkan minda ingin tahu dengan cabaran-cabaran dalam membentuk masyarakat Malaysia (A4, CLS4)</p>

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
3	DUE30022 COMMUNICATIVE ENGLISH 2	2	<p>COMMUNICATIVE ENGLISH 2 emphasises the skills required at the workplace to describe products or services as well as processes or procedures. This course will also enable students to make and reply to enquiries and complaints.</p>	<p>CLO1: Describe a product or service effectively by highlighting its features and characteristics that appeal to a specific audience (A3, CLS3b)</p> <p>CLO2: Describe processes, procedures and instructions clearly by highlighting information of concern (A3, CLS4)</p> <p>CLO3: Demonstrate effective communication and social skills in handling enquiries and complaints amicably and professionally(A3, CLS3b)</p>
4	DUE50032 COMMUNICATIVE ENGLISH 3	2	<p>COMMUNICATIVE ENGLISH 3 aims to develop the necessary skills in students to analyse and interpret graphs and charts from data collected as well as to apply the job hunting mechanics effectively in their related fields. Students will learn to gather data and present them through the use of graphs and charts. Students will also learn basics of job hunting mechanics which include using various job search strategies, making enquiries, and preparing relevant resumes and cover letters. The students will develop communication skills to introduce themselves, highlight their strengths and abilities, present ideas, express opinions and respond appropriately during job interviews.</p>	<p>CLO1: Present gathered data in graphs and charts effectively using appropriate language forms and functions (A2, CLS3b)</p> <p>CLO2: Prepare a high impact resume and a cover letter, highlighting competencies and strengths that meet employer's expectations (A4, CLS4)</p> <p>CLO3: Demonstrate effective communication and social skills in handling job interviews confidently (A3, CLS3b)</p>

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	MPU2042 BAHASA KEANGSAAN A	2	<p>BAHASA KEBANGSAAN A menawarkan kemahiran berbahasa dari aspek mendengar, bertutur, membaca dan menulis sesuai dengan tahap intelek pelajar, serta meningkatkan kecekapan berbahasa dalam konteks rasmi dan tidak rasmi.</p>	<p>CLO1: Menunjukkan cara berinteraksi yang baik dalam pelbagai situasi (A3, CLS3b)</p> <p>CLO2: Menulis pelbagai jenis bentuk penulisan dengan jelas dan bersestematik (A2, CLS3b)</p> <p>CLO3: Menunjukkan kaedah bertutur dalam komunikasi lisan dengan sebutan dan intonasi yang betul (A3, CLS4)</p>

Sports, Co Curriculum & Cultural Unit

Introduction

Sports, Co-curriculum and Cultural Unit (USKK) Politeknik Merlimau is responsible for the planning, management and implementation of all activities regarding sports, co curriculum and cultural events in PMM. This unit comprises of three sub-units: the sports, co-curriculum and also cultural. The activities are designed for every semester based on given schedule and academic calendar.

The sports sub-unit is responsible for planning the implementation of sports activities for PMM students. The sports sub-unit is directly involved with the Polytechnic Sports Council (MSP) in conducting sports competitions among polytechnics students in other polytechnics in Malaysia.

For the learning and teaching activities, the Co-curriculum sub-unit plays an important role in coordinating, supervising, and monitoring the co-curriculum courses. The co-curriculum sub-unit offers 2 types of courses, the MPU24011 (Sports) and MPU24651-24701 (Uniformed Unit 1) for Semester 1 and MPU24021 (Club's) and MPU24751-24801 (Uniformed Unit 2) for Semester 2 that is compulsory for every student to enroll.

The cultural and heritage sub-unit is responsible for the management and organization of the implementation of arts and cultural programmes in PMM. This sub-unit also helps students and polytechnics in handling of protocol and etiquette such as convocation ceremony.



Sports, Co Curriculum & Cultural Unit

Sports, Co Curriculum & Cultural Unit Staffs



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Sports, Co Curriculum & Cultural Unit

Facilities



Basketball Court



Takraw Court



Tennis Court



Futsal Court



Rugby Field



Football Field



Petanque Field



Volleyball Court

Sports, Co Curriculum & Cultural Unit



Music Studio



Music set



Squash Court



Table Tennis



Multi Purpose Court (Indoor)



Golf Green



Sport Centre



Multipurpose Court

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	Synopsis	CLO
2	PENGAKAP KELANA 2 MPU24761	1	PENGAKAP KELANA 2 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)
2	RELASIS 2 MPU24791	1	BRIGED RELA SISWA SISWI (RELASIS) 2 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students.	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	PENGAKAP KELANA 1 MPU24661	1	PENGAKAP KELANA 1 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students.	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)
1	RELASIS 1 MPU24691	1	BRIGED RELA SISWA SISWI (RELASIS) 1 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students.	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
1	MPU24701 PANDU PUTERI 1	1	PANDU PUTERI 1 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students.	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)
1	MPU24611 ASKAR WATANIAH 1	1	ASKAR WATANIAH 1 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
2	MPU24021 KELAB / PERSATUAN	1	KELAB / PERSATUAN focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students.	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)
2	MPU24651 PISPA 2	1	PASUKAN INSTITUSI PERTAHANAN AWAM (PISPA) 2 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
2	PENGAJARAN KELANA 2 MPU24761	1	PENGAJARAN KELANA 2 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)
2	RELAKSASI 2 MPU24791	1	RELAKSASI 2 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students.	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)

Synopsis & Course Learning Outcomes (CLO)

SEMESTER	COURSE	CREDIT	SYNOPSIS	CLO
2	MPU24801 PANDU PUTERI 2	1	PANDU PUTERI 2 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students.	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)
2	MPU24711 ASKAR WATANIAH 2	1	ASKAR WATANIAH 2 focuses on mastering specific knowledge and skills holistically to strengthen the formation of positive soft skills of students	Upon completion of this course, students should be able to: CLO1: demonstrate specific skills for related courses (P2, CLS4) CLO2: demonstrate leadership and teamwork based on mastery of skills and positive practices (A3, CLS3D)

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Student Affair and Development Department Staffs



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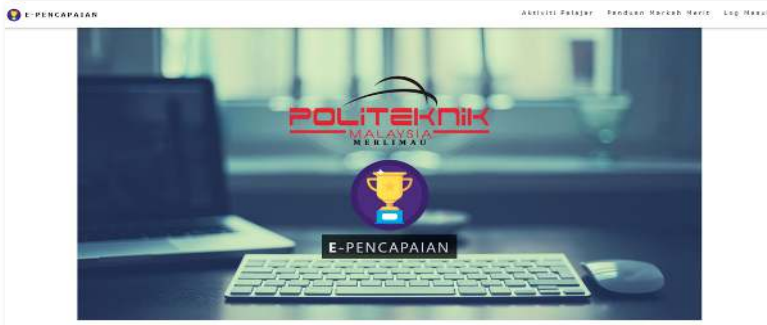
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Student Affair and Development Department

Facilities



 **Jabatan Hal Ehwal & Pembangunan Pelajar**
POLITEKNIK MERLIMAU

eZy MOHON

Kini, pelajar boleh memohon secara online:

- ✓ Kadi Pelajar
- ✓ Surat Pengesahan Pelajar
- ✓ Surat KWSP
- ✓ Surat Rawatan
- ✓ Bantuan Kewangan
- ✓ Berhenti Pengajian
- ✓ Tangguh Pengajian
- ✓ Tukar Politeknik



Examination Unit

Introduction

Examination Unit is responsible to coordinate and to handle activities regarding final examination and certification. The unit is fully supported by all departments to fulfill the responsibilities given. The Examination Officer is responsible to monitor the whole examination process of polytechnic while the Examination Coordinator is to manage things regarding examination for their respective departments. Apart from that, the Examination Unit also cooperate in organising workshops related to examination such as Assessments and Vetting Workshop which is organised every semester in order to produce high quality examination questions for the Final Examination of Politeknik KPT.

The unit is led by the Head of Unit who is responsible for coordinating and facilitating the process of assessment and examination for the management. The Head of Unit is supported by two Examination Officers, in which one of them is in charge of the Records, Data and Certifications, and the other is in charge of the Management, Assessment and Bank Rate question .

Activities carried out by the Examination Unit

- Preparing examination papers
- Conducting the final examination
- Processing the results of assessments
- Certification and Student Excellence Award
- Enforcing the assessment rules and regulations
- Administrating the Examination Unit

Examination Unit



Examination Unit Staffs



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Examination Unit

Facilities



Examination Office



Waiting area & Service counter



Examination Vault



Examination KPPJ Office

Training & Continuing Education Unit

Introduction

The Training and Continuing Education Unit (ULPL) is a unit under the office of Deputy Director of Academic Support, Politeknik Merlimau. The unit is responsible for the re-skilling and up-skilling of human capital of Politeknik Merlimau and also for private sector or other government departments / agencies.

The main activities of this unit are to:

1. Manage training or courses for staffs.
2. Manage part-time programme (*Kursus Secara Sambilan — KSS*) as to provide opportunities for those who want to pursue their diploma whilst working.
3. Implement live long training program. The program offers opportunities for private sector or other government departments / agencies to develop their human capital through training and education resources in polytechnic with affordable rates.
4. Manage and coordinate the use of polytechnic training facilities for private sector or other government departments / agencies.



Training & Continuing Education Unit

Training & Continuing Education Unit Staffs



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Training & Continuing Education Unit

Facilities



Seminar Room



Meeting Room



Tun Teja Suite



Lecture Hall

Library Unit

Introduction

The Library Unit has been established since 2002. The objectives are to:

1. Become the centre of excellence for information and referral centre
2. Support PMM in producing semi-professional, knowledgeable workforce
3. Develop, document and maintain the information sources for the requirements of teaching and learning by:
 - a. using the world standard cataloguing classification (Library of Congress Classification Outlines)
 - b. using the new technology of cataloguing system (WEBOPAC) and electronic resources
 - c. digitizing the documents related to learning such as examination paper, bulletin etc.
4. Provide and manage information services and conducive library facilities such as:
 - a. Open shelf Collection
 - b. Reference Collection
 - c. Serial Collections
 - d. Examination paper Collection
 - e. Audiovisual Collection
5. Provide IT Corners and Wi-Fi Zone
6. Collaborate with agencies such as:
 - a. Perpustakaan Negara Malaysia (*Pinjaman Berkelompok*)
 - b. Interlibrary Loan
 - c. UiTM Melaka Kampus Bandaraya
 - d. Politeknik Melaka
 - e. Kolej Vokasional Muar

Library Unit



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Library Unit

Facilities



Library building



Reference book



Study area

Psychology Management Unit

Introduction

Psychology Management Unit Politeknik Melimau, Melaka is an academic support unit that works in character development and soft skills for both students and staffs.

Currently, the unit consists of 3 Psychology Officers and is one unit under the purview of both the Head of the Student Affairs Department and the Deputy Director (Academic Support).

The goal of this unit is to help the students to progress towards academic excellence, social, personal, spiritual and career. Towards these ends, the unit will be planning, implementing, evaluating and controlling the Psychology and Counselling Services Program effectively at the Polytechnic.

What Is Counselling?

Counselling is a face to face relationship session between normal individuals to understand themselves and their situation, using potential by utilizing the self, family, religion, society and religion. In addition, the individual also learn how to deal with problems in meeting their needs today and tomorrow.

The Counselling Ethics Code is to respect client's privacy and confidentiality of information. This is done by maintaining physical and psychological well-being of clients and perform professional skills, while allowing self-determination and respecting the decision made by the client.

Psychology Management Unit



Psychology Management Uni Staffs



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Psychology Management Unit

Facilities



Research and Innovation Unit

Research and Innovation Unit Staffs



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Industrial Liaison & Training Unit

Introduction

Industry Training is a major component of the learning curriculum in the polytechnic system. The diploma level students must undergo 20 weeks of internship training prior to graduation. The course covers a total of 10 credit hours inclusive of hands-on work, presentation, oral feedback session and report writing. During the training, students will have the opportunity to gain knowledge and experience on multiple discipline that includes engineering, management, account and safety procedure.

Industrial training provides an avenue for students to practice and apply both their knowledge and skills in real working environment. Thus for the internship, students should be able to achieve the following objectives;

- Perform hands-on task, usage of tools and equipment, adapt a variety of technologies, apply the knowledge gained to perform task, show development in knowledge and skills and think creatively and critically.
- Ability to acquire and understand information, carry out instruction, analyse linear and non-linear information, show appropriate non-verbal communication, communicate with employees at all levels and have basic negotiation skills.
- Show positive personality traits, participate actively as a member of the team, carry out tasks in appropriate situation and build and maintain good relationship.
- Comply with the policies and rules of the organization, job procedures and safety and health regulations.
- The report is submitted on time and verified by the supervisor, work independent with minimum supervision, attendance, punctuality and solve problem by taking the right action.
- Present ideas and views and task reporting.

Industrial Liaison & Training Unit



Industrial Liaison & Training Unit

Industrial Liaison & Training Unit Staffs



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Facilities



Quality Assurance Unit

Introduction

Quality Assurance Unit is responsible for planning, implementing and monitoring the effectiveness of the programs related to the quality management system, in addition of being a coordinator (the coordinator) to officials in the department and the quality of the unit. This unit is under the responsibility of the Quality Manager and Deputy Director (Academic).

To further enhance the quality management system in PMM, the unit is run on two fronts of the Working Committee on Quality (JKKQ); the first one is the Quality Manager and comprises all Heads of Department and Heads of Unit, while the Quality Secretariat (UQ) is chaired by the Chief Executive Officer quality acting as the coordinator of the quality Officer and Administration Department. Both of the operators are responsible for applying the values of quality to all PMM citizens through activities that have been planned.

The objective of this unit is to coordinate and implement a quality management system to strengthen the role of PMM citizens to be more committed to the continuation of organizational excellence. In that respect, the main task of the unit is to plan, implement and monitor the effectiveness of programs related to quality management for the an excellent work culture and for the implementation of continuous improvement practices toward realising the vision, mission and quality policy of PMM. In addition, it is also responsible for coordinating the implementation of quality systems in PMM.

Quality Assurance Unit



ORGANISATIONAL CHART QUALITY ASSURANCE UNIT



Mejar Norizam
bin Sekak

PENGAHAR (DHS4)



Dr. Wanizam Saiful Bin Jaafar

TUMBUKIL PEGAWAI
HARUSKEM (DHS)



Hj. Norah Binti Chama

KETUA UNIT LAMBAK
KUALITI (DHS)



Azha Binti Mohd Fadzil

PEMERIKSA AN KERTAS
PELUPUSAN BERKUALITI
PENGALAMAN (DHS)



Nur Adha Bin Ngaman

PEMERIKSA J. HARUSKEM
(DHS)



Zamri Binti Zaharuddin

PEMERIKSA J. PISA (DHS)



Nurah Binti Rusli

KETUA JURUKELT DALAMAN
(DHS)



Nurhafizah Binti Muzaffar

PEMERIKSA PENCUKUPAN KUALITI
(DHS)



Hj. Zamal Bin Omar

PEMERIKSA KUALITI JABATAN
KURANGTAMBAH JABAT (DHS)



Hj. Nur Syafiqah Binti Fauzan

PEMERIKSA KUALITI JABATAN
KURANGTAMBAH BERKUALITI
(DHS)



Adnan Binti Ismail

PEMERIKSA KUALITI JABATAN
PELAKSANAAN TUGAS/TAJIR
(DHS)



Nurhafizah Binti Ng Anjalin

PEMERIKSA KUALITI UNIT/TAJIR
PENGALAMAN (DHS)



Azzahra Binti A. Kasim

PEMERIKSA KUALITI JABATAN
KURANGTAMBAH ELEKTRIK (DHS)



Nurafiqah Binti Nur

PEMERIKSA KUALITI JABATAN
PENGALAMAN (DHS)



Intan Zuhairah Binti Baharudin

PEMERIKSA KUALITI JABATAN
MONTAJ, SAMA S. PUMPTAN
(DHS)



Nurafiqah Binti Anwar Ariffin

PEMERIKSA KUALITI UNIT/TAJIR
PENGALAMAN (DHS)

TARIKH KEMASUKAN:
11.08.2023

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Corporate, Industrial Services & Employability Centre Unit

Introduction

Establishment of the Corporate Industrial Services & Employability Centre (CISEC) in polytechnics as an initiative towards stronger polytechnic and industrial relations. CISEC will be the one-stop centre in meeting the needs of the industry interested in working with Polytechnic especially for commercialization projects and the management of facilities or consultancy services. Through CISEC, the process of matching workforce needs in the industry with the job search of polytechnic graduates is expected to be implemented more efficiently and systematically.

The CISEC was set up in July 2010 to support one of the Polytechnic Transformation agenda that enhances the marketability of polytechnic graduates. Therefore, CISEC will be the intermediary of polytechnics and industry in coordinating career development and graduate marketing programs through joint ownership and accountability, governance, student industrial training or training needs.



Corporate, Industrial Services & Employability Centre Unit

Corporate, Industrial Services & Employability Centre Unit Staffs



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Kamsis Unit

Introduction

Kamsis Unit role is to manage the placement of students. This unit is placed under the Student Affairs Department. It is headed by a Assistant Hostel Manager, Senior Supervisor, five Hostel Supervisor and thirteen Wardens (the total number of wardens should be twenty eight).

The Merlimau Polytechnic Hostel has six blocks of four-storeyed buildings that can accommodate a total of 1404 students, with each building around 234 students. The capacity of each blocks for male and female student may change subject to the application for each sessions.

Facilities Provided

Kamsis provides complete facilities such as mattresses, pillows, beds, wardrobes, tables and chairs, curtains, bookshelves and so on. Other facilities include:

- a) Study room;
- b) Common Room is equipped with television broadcasts Njoi;
- c) In-room ironing;
- d) washing machine in every level;
- e) Field and playground;
- f) The cafeteria operates from 7.00 am to 11.00 pm;
- g) Islamic Centre;
- h) Internet (Wi-Fi); and
- i) Hot / cold water filter machine in every block.

Application for Kamsis Registration

- 1) Applications can be made online via the Student Information Management System (SPMP) in PMM portal.
- 2) Completed forms that have been submitted online must also be printed and sent to the Kamsis Office of Management before the closing date, together with other supporting documents such as:
 - i. salary slip / income verification letter that was approved by the village headman or any government officer of the Management and Professional Group;
 - ii. health report that was confirmed by a physician for students who have serious health problems; and
 - iii. Death Certificate for orphans.

Kamsis Unit

Selection Criteria for Students of Kamsis Politeknik Merlimau

Here are the selection criteria's for the Kamsis application:

- Salary and dependents of parents / guardians;
- Orphans;
- Discipline;
- Activities participated in Kamsis / Department;
- Distance home to the Polytechnic;
- Health problems;
- Form complete and the information is correct; and
- On availability



Kamsis Unit

Kamsis Unit Staffs



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Kamsis Unit

Facilities



Entrepreneurial Unit

Introduction

The entrepreneurial unit supports students, alumni, small business and researchers to promote the creation of new businesses for industrial, technological, and social services.

The unit aims to promote the created businesses to be innovative, technology-based, with capacity to grow and committed in creating high-quality jobs in the region. It also promotes self-employment of young graduates and educates them in starting a new business with proper management.

The Entrepreneurship Unit of Politeknik Merlimau is located at Ground Floor of Commerce Department and is open to public during office hours from 8.30am to: 5.30pm. The main objectives of the entrepreneurship unit are:

- Cultivate entrepreneurial attitudes and skills among students from any field of education;
- Organize entrepreneurship activities among students accordingly;
- Coordinate the creation of start-up business among students
- Provide entrepreneurship facilities for students;
- Build networking with industries and agencies for student's business matching
- Involve professionals, entrepreneurs and agencies in the transmission of the entrepreneurial experience and as sponsors of activities that take place.



Entrepreneurial Unit



Entrepreneurial Unit Staff



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Facilities



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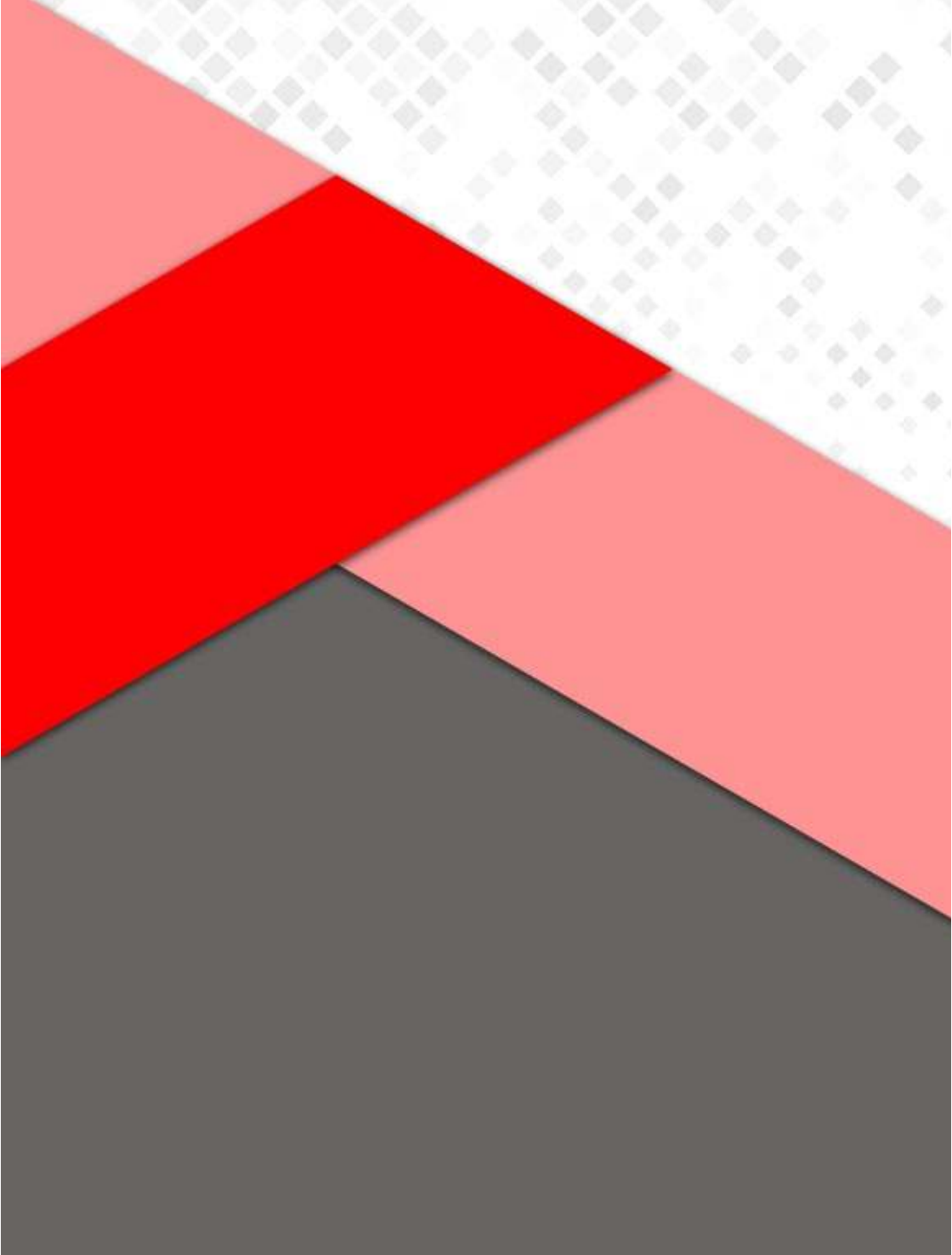
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