



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Faculty of
Management

UNDERGRADUATE ACADEMIC OVERVIEW

by:
Deputy Dean
(Academic & Student Affairs)





Congratulations & Welcome

New Students
Faculty of Management

innovative. entrepreneurial. global.

UG Academic Team

(as at 1th Oct 2022)



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Faculty of
Management

DIRECTORS OF PROGRAM



Dr. Roshazlizawati Mohd Nor
Director,
MANAGEMENT & TECHNOLOGY
roshazlizawati@utm.my



Dr Nor Zafir Md Salleh
Director,
MARKETING & ENTREPRENEURSHIP
zafir@utm.my



Assoc. Prof. Dewi Fariha Abdullah
Director,
ACCOUNTING & FINANCE
dewifariha@utm.my



Assoc. Prof. Ts Dr Suraya Miskon
Director,
INFORMATION SYSTEMS
suraya@utm.my

HEADS OF UNDERGRADUATE PROGRAM



Dr Teh Zaharah Yaacob
Head of Program,
BACHELOR OF MANAGEMENT (TECHNOLOGY) – SBSDH
tehzaharah@utm.my



Dr Mazilah Abdullah
Head of Program,
BACHELOR OF MANAGEMENT (MARKETING) – SBSFH
mazilah@utm.my



Dr Nor Hamimah Mastor
Head of Program,
BACHELOR OF ACCOUNTING- SBSCH
m-amimah@utm.my

ADMINISTRATIVE STAFF



Mohd Syazli Md Tahir
Deputy Registrar
msyazli@utm.my



Mohd Faizatulaszhar Zainuddin
Senior Administrative Assistant
p-faiz@utm.my



Isn't Edayu Borhan
Senior Administrative Assistant (SBSFH & SBSCH)
m-edayu@utm.my



Siti Raudha Ibrahim
Administrative Assistant (SBSDH)
sraudha@utm.my



Prof. Dr. Khalil Md Nor
Dean



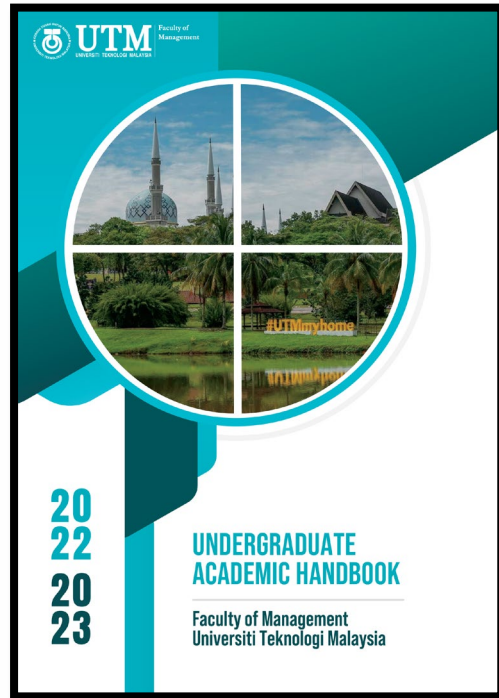
Assoc. Prof. Dr. Mohd Effandi Yusoff
Deputy Dean (Academic & Student Affairs)

MAIN REFERENCES / SOURCES :

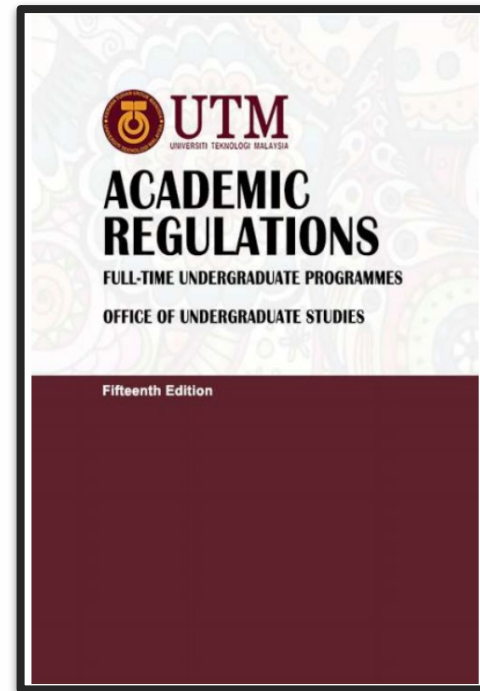


UTM
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Faculty of
Management



FM – UG ACADEMIC
HANDBOOK 2022/2023



UTM UG ACADEMIC
REGULATION (16TH EDITION)

Student Portal

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

iLeague Website

<https://ileague.utm.my/>

AMD Website

<https://amd.utm.my/>

**Faculty of Management
Website**

<https://management.utm.my/>



Important website



[Click Here](#)

[Click Here](#)

IMPORTANT DATES

[Click Here](#)

ACADEMIC

[Click Here](#)

Undergraduate Registration Kit For New Students

FM Meet Up
11th October 2022 (Tuesday)
Convention Hall, T08

26°C Mostly cloudy 9:23 PM
10/10/2022

Kindly get your
REGISTRATION KIT at:

<https://management.utm.my/rk-ug/>



IMPORTANT INFORMATION/ HANDOUTS

- 1) FM UG Academic Handbook
- 2) UTM UG Academic Regulation
- 3) Academic Calendar
- 4) Important Dates
- 5) Work Schedule
- 6) Class Schedule
- 7) Important Forms
- (<https://amd.utm.my/ug-forms/>)
- 8) Important Websites
- 9) Academic Advisors & Staff

<https://management.utm.my/rk-ug/>

Click here to download the
information/ handouts



FM Academic Programs



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Faculty of
Management

2 DOCTORAL

Doctor of Philosophy,
Field of Research : Management

Doctor of Philosophy,
Field of Research: Information
Systems

4 MASTERS

Master of Management
(Specialization: Technology Management)

Master of Philosophy
Field of Research: Management

Master of Information Technology
(Specialization: Information Technology Management)

Master of Science
(Information Technology Entrepreneurship)

3 UNDERGRADUATE

**Bachelor of Management
(Technology)**
with Honours

**Bachelor of Management
(Marketing)**
with Honours

Bachelor of Accounting
with Honours

6 POSTGRADUATE PROGRAMS (2 PhD, 4 Master)

3 UNDERGRADUATE PROGRAMS





Bachelor of Management (Marketing)

Components	Credits
Core courses	51
Specialization	30
Industrial Training	12
University Courses	16
Electives	15
General Course: Elective	3
TOTAL	127

Bachelor of Management (Technology)

Components	Credits
Core courses	54
Specification course (Innovation OR Operation)	30
Industrial Training	12
University Courses	16
Electives	12
General Course: Elective	3
TOTAL	127

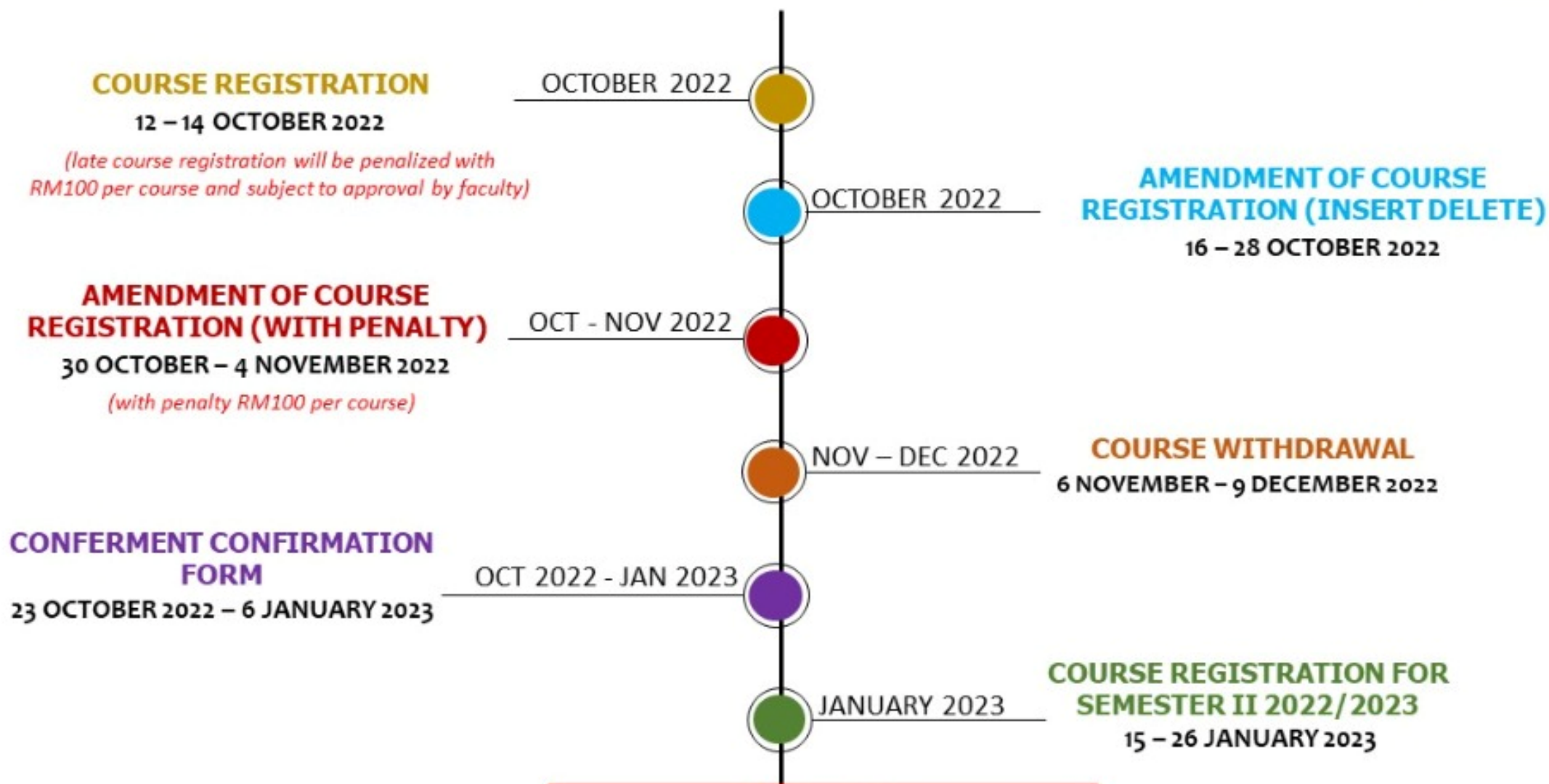
Bachelor of Accounting

Components	Credits
Accounting, Finance and related knowledge	54
Organisational and Business Knowledge	24
Information Technology	6
Other components	22
University Courses	16
Electives	12
General Course: Elective	3
TOTAL	137

**Accredited
By ACCA
and ICAEW**

All Programs Duration: 4 years

IMPORTANT DATES OF COURSE REGISTRATION FOR UNDERGRADUATE PROGRAMME SEMESTER I, 2022/2023 SESSION



Any student who **fails to register** course/courses **every semester** without acceptable reasons will be **TERMINATED** from studies.

UTM Professional Skill Certificate (*UTM PSC*)

COMPULSORY

GLRB 0010 Design Thinking for Entrepreneur	by UTMXCITE
GLRM 0010 Talent and Competency Management	by UTM Career Centre
GLRL 0010 English Communication Skills for Graduating Students (ECS)	by Language Academy

ELECTIVE (Choose 2)

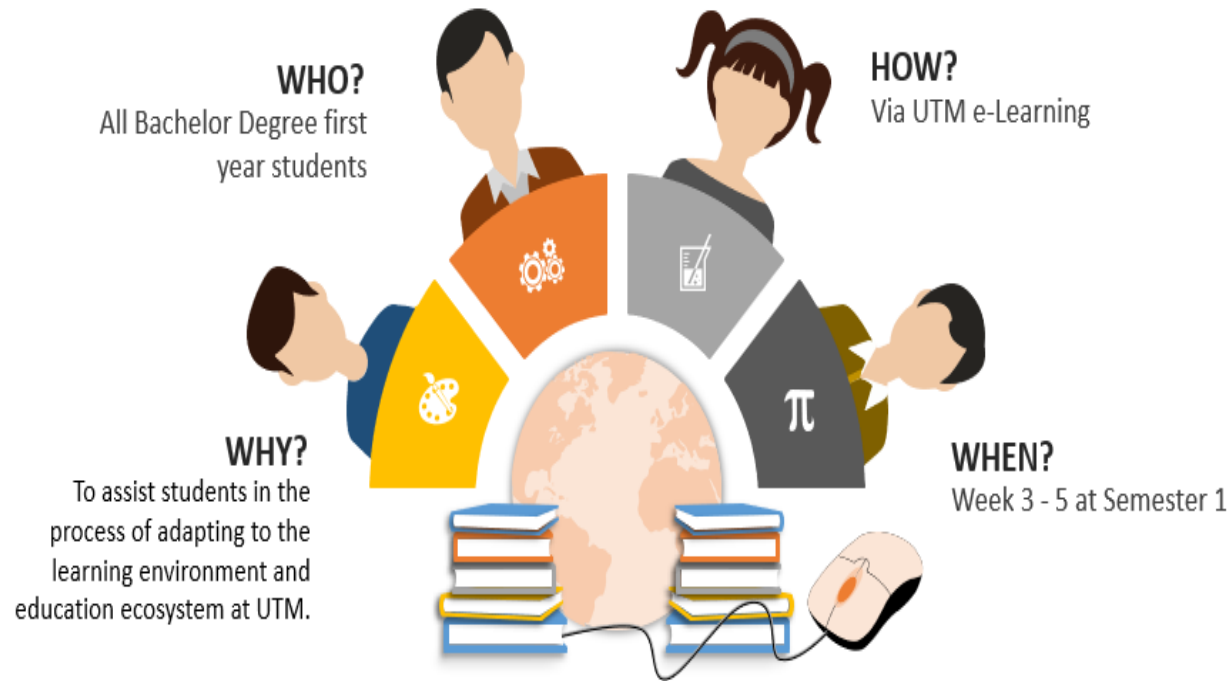
GLRT 0010 Data Analytics for Organization	by UTM iLeague	GLRM 0020 Professional Ethics and Integrity	by UTM CAEL
GLRT 0020 Construction Measurements (Mechanical & Electrical)	by UTM SPACE	GLRX XXXX ISO 9001:2015 Quality Management System Requirement (ISO)	by UTM SPACE

(OR any other electives courses offered through UTM iLeague)

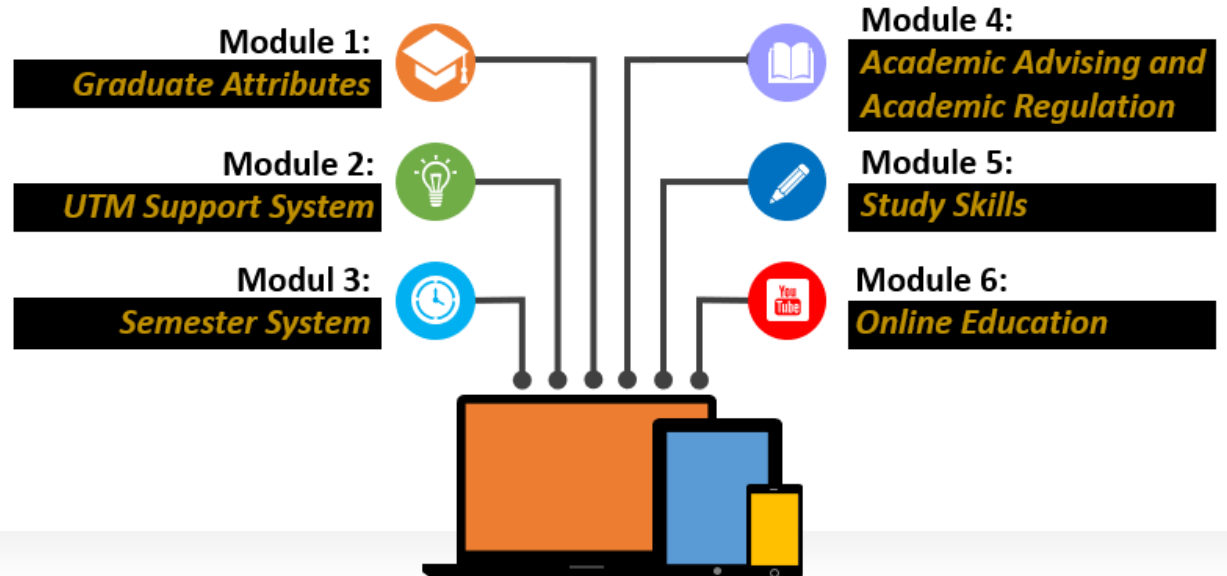
$$\boxed{3} + \boxed{2} = \boxed{5} \text{ courses each student}$$

For further information, kindly refer to: <https://ileague.utm.my/utm-professional-skills-certificate-utm-psc/>

FIRST YEAR EXPERIENCE (FYE)



<https://ileague.utm.my/fye/>



SEMESTER 1 SESI 2022/2023

MINGGU 1, 6, 11

**KOLEJ
KEDIAMAN/PENGETUA/JKM**

MINGGU 2, 7, 12

**FAKULTI/SEKOLAH/PENASIHAT
AKADEMIK DAN PEMBANGUNAN
PELAJAR (PAPP)**

MINGGU 3, 8, 13

**PEJABAT NC/JABATAN TNC
HEP/AA/P/PI/CANSELORI**

MINGGU 4, 9, 14

**PERSATUAN/KELAB/SEKRETARIAT
ANAK NEGERI/MPP/BAPP**

MINGGU 5, 10

**PTJ/UTMI/PSZ/PUSAT
ISLAM/UTMILEAGUE/CAEL**



IMBAS KOD QR UNTUK PERINCIAN HARI KO-KURIKULUM

CO-CURRICULUM WEEKS

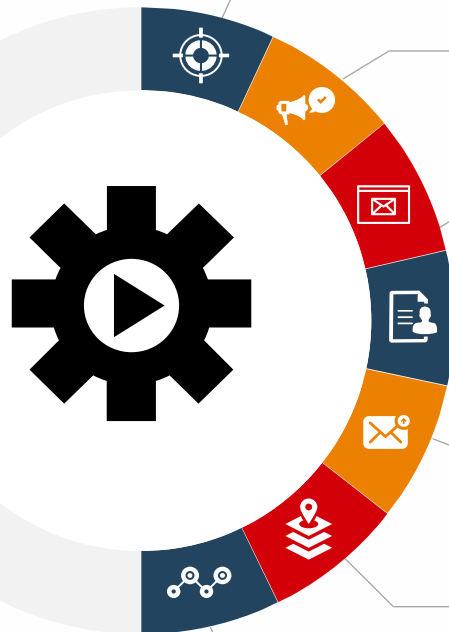
Student's Roles & Responsibilities



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DO's



01

Check and follow **Academic Calendar** for important dates such as course registration date, drop, withdrawal etc.

02

Discuss with academic advisor (AA) the study plan especially **courses to take for each semester**

03

Register for all relevant courses (core and elective) with the **right code**

04

Ensure that the **total number of credits** taken is correct

05

Attend the **First Year Experience (FYE)** program and UTM Professional Courses

06

Attend all registered classes, must more than 80% from overall hours for each course

07

Create and develop **e-Portfolio**

DON'Ts

- Not register courses
- Obtain the Probationary Standing (KS) in final exam

Our academic program consists of flexible modules which consider student ability:-

No. of semester:
7/8 Semesters (Normal)
12 Semesters (*Maximum*)

01

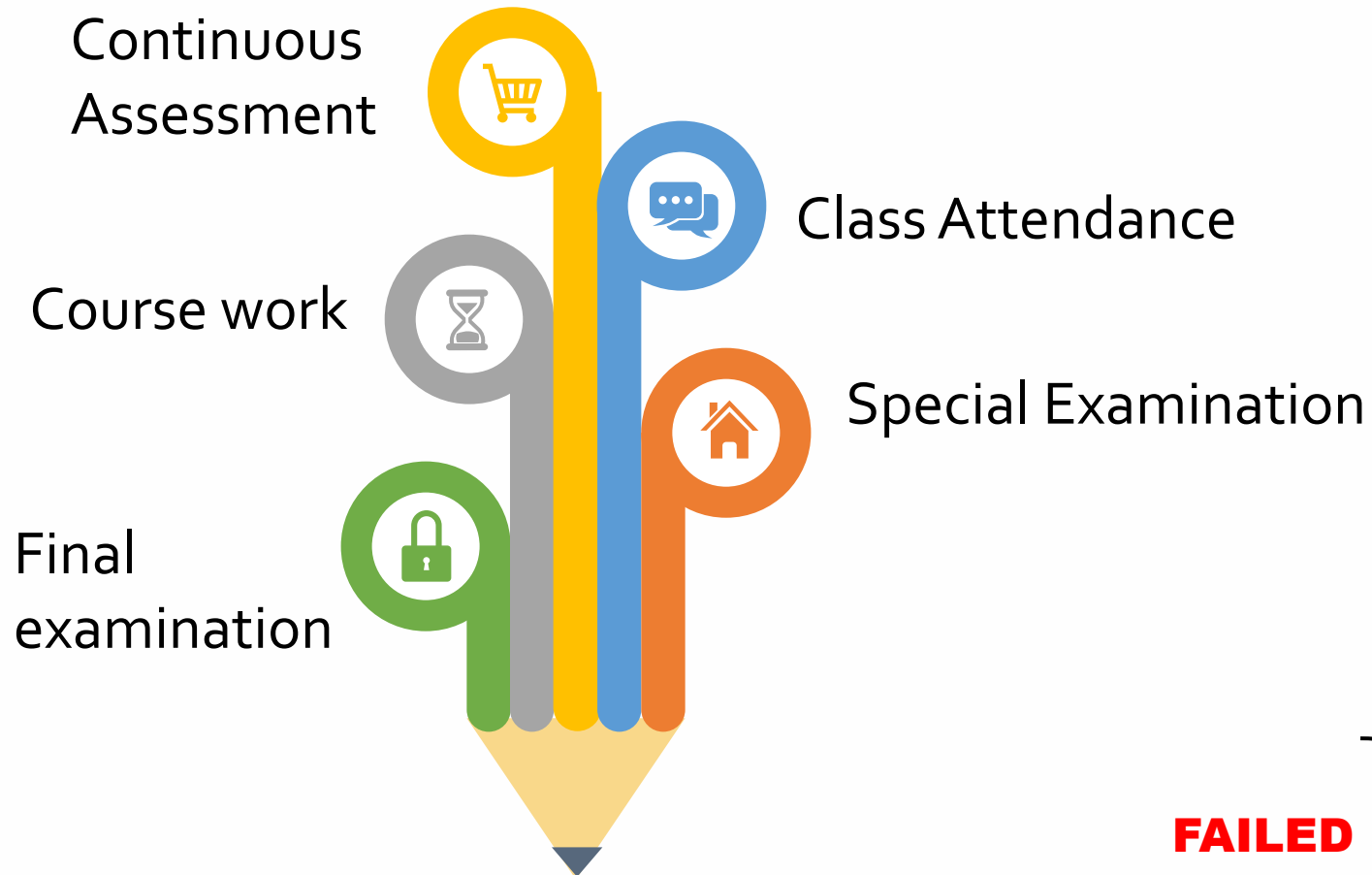


02 Credit
Transfer

04 Grade
Improvement
(*Ulang Gred – UG*)

Redeem
Mechanism
(*Ulang Kursus – UK*) 03

ASSESSMENT SYSTEM



FAILED

MARKS	GRADE	POINT VALUE
90 - 100	A+	4.00
80 - 89	A	4.00
75 - 79	A-	3.67
70 - 74	B+	3.33
65 - 69	B	3.00
60 - 64	B-	2.67
55 - 59	C+	2.33
50 - 54	C	2.00
45 - 49	C-	1.67
40 - 44	D+	1.33
35 - 39	D	1.00
30 - 34	D-	0.67
00 - 29	E	0.00

The students' academic standing is based on **GPA (Grade Point Average)** and **CGPA (Cumulative Grade Point Average)** calculated based on their achievement in all registered courses in any particular semester. Each grade is changed to point based on the formulation below:

Point	=	Course credit x Point value
GPA (Grade Point Average)	=	$\frac{\text{Total Points}}{\text{Total credits for the particular semester}}$
CGPA (Cumulative Grade Point Average)	=	$\frac{\text{Total points as a whole}}{\text{Total credits as a whole}}$

ACADEMIC STANDING	CGPA
Good Standing (Kedudukan Baik - KB)	CGPA > 2.00
Probationary Standing (Kedudukan Bersyarat - KS)	1.70 < CGPA < 2.00
Failure Standing (Kedudukan Gagal - KG)	CGPA < 1.70

- I. Students who obtained **Failure Standing (KG)** OR **Probationary Standing (KS) 3 times** in a row will be terminated.
- II. Student who obtained **GPA <1.00** even with **CGPA ≥ 1.70**, with Senate approval may:
 - a. Continue their studies OR
 - b. Be asked to defer their studies to the following semester OR
 - c. Be terminated from their studies.

ULANG GRED (*GRADE IMPROVEMENT*)

- Students will be given a chance with faculty's approval to **improve their grades** for courses with **grade B-** and below
- Students are only given **ONE chance** to **improve their grades** for a particular course
- **Fee** will be charged according to the rate set by the Senate

CLASS ATTENDANCE

- A student's class attendance for a particular course must be more than **80%** from the overall hours
- If a student is absent more than 20% from the overall hours without a valid reason, the faculty can take action according to the University's rules; eg: he/she may be **barred from final examination***

**Not applicable for Online Final Examination*

WITHDRAWAL (TARIK DIRI -TD)

- Students with the approval of the lecturer and as agreed by Academic Advisor may request for a withdrawal from any of the courses registered
- Application for courses withdrawal may be done not later than the last day of working in **Week 8** of the respective semester

ACADEMIC ADVISORY SYSTEM

Each UG student is put under the supervision of an **Academic Advisor** who is an **academic staff member** from the student's own faculty.



To **assist students in understanding** institutional policies, procedures and regulations



To **provide information** on academic program, institutional support services and resources



To assist students in **planning, monitoring and evaluating** their educational plan towards degree completion and developing decision-making skills



To assist students in determining their **career goals**



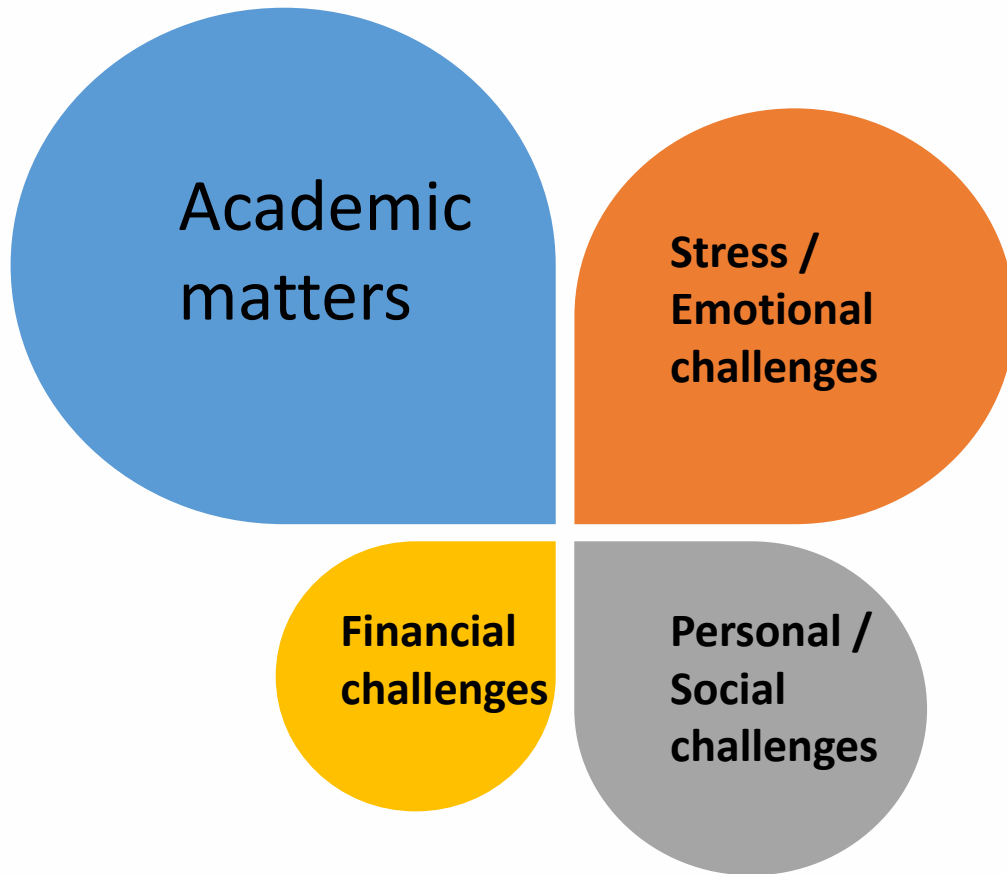
To assist students in developing their **intellectual, personal and social development**



Source: *Academic Advising: Ensuring Student Success*, UGS UTM (2010)

ACADEMIC ADVISORY SYSTEM

TOPICS STUDENT MAY DISCUSS WITH ACADEMIC ADVISOR :-



And etc.

“Academic advising also assists students to realise the maximum educational benefits available to them by helping them to better understand themselves and to learn to use resources of the institutions to meet their educational needs”

** Crockett, David S. (1984) “ACT as strategic resource in enhancing the advising process”, NACADA Journal 4(2):1-11.*

UTM STUDENT DRESS CODE

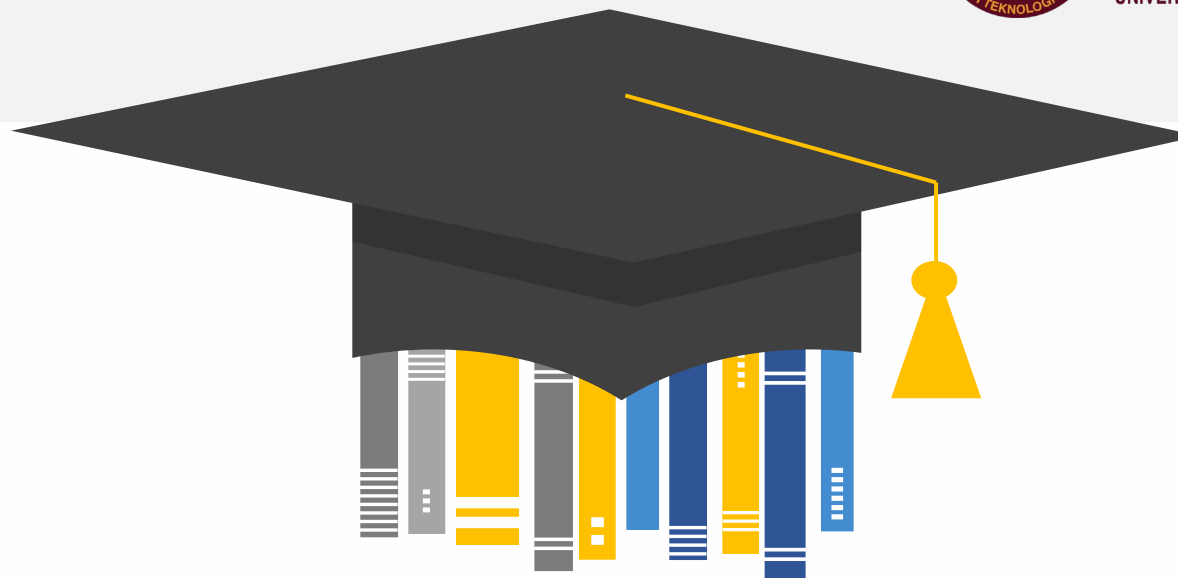


Academic Awards



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Azman Hashim
International Business School



DEAN'S LIST

- CGPA 3.67 or above
- At least 12 credit hours
- *Excluding courses with status Hadir Sahaja (HS), Hadir Wajib (HW), Ulang Gred (UG), dan Ulang Kursus(UK)*
- By semester

ACADEMIC EXCELLENCE AWARD

- CGPA 4.00
- Final semester/graduate

TUN FATIMAH HJ HASHIM GOLD EXCELLENCE AWARD*

- Female graduate only

ALUMNI AWARD*

- Final semester / graduate

NO disciplinary misconduct (*apply to all*)

*CGPA **3.5** or **3.67** and above

(different for each Awards)

***50%** Academic achievement

***25%** Academic activities

***25%** Co-curricular activities

ROYAL EDUCATION AWARD*

- Final semester / graduate

VICE-CHANCELLOR AWARD*

- Final semester / graduate

ACCA ACADEMIC EXCELLENCE AWARD*

- Bach. Of Accounting graduate only

ICAEW ACADEMIC EXCELLENCE AWARD*

- Bach. Of Accounting graduate only

MyAIS ACADEMIC EXCELLENCE AWARD*

- Final semester / graduate

JOIN OUR GROUPS/ CHANNELS TO GET LATEST UPDATES:



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Faculty of
Management

SBSCH

Bachelor of Accounting

SBSDH

Bachelor of Management (Technology)

SBSFH

Bachelor of Management (Marketing)

Kindly please join us through this link:



<https://t.me/fmutmaccounting>



<https://t.me/fmutmtechnology>



<https://t.me/fmutmmarketing>



<https://chat.whatsapp.com/KuEzKA15lu1CX8y4H1MrOd>



<https://chat.whatsapp.com/DTXn7bjlfyO2V5eh0yMC4T>



<https://chat.whatsapp.com/EyS2ywGO3CyDDI9rtvvO1B>

Kindly contact us (p-faiz@utm.my) to add you to this Google MailGroups:



fm-accountingstudent-group@utm.my



fm-technologystudent-group@utm.my



fm-marketingstudent-group@utm.my



JOIN FM GROUPS/ CHANNELS POSTGRADUATE

**Research Student
Faculty of Management**

**Master Mixed-Mode
Faculty of Management**

**Master Taught Course
Faculty of Management**

Kindly please join us through this link:



<https://t.me/fmutmresearch>



<https://t.me/fmutmmixedmode>



<https://t.me/fmutmtaughtcourse>

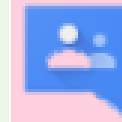
Kindly contact us (p-faiz@utm.my) to add you to this Google MailGroups:



[fm-researchstudent-
group@utm.my](mailto:fm-researchstudent-group@utm.my)



[fm-mixedmodestudent-
group@utm.my](mailto:fm-mixedmodestudent-group@utm.my)



[fm-mixedmodestudent-
group@utm.my](mailto:fm-mixedmodestudent-group@utm.my)



Join Us on Telegram Channel



FM Students!

Let's Get Connected for Latest News & Updates

BACHELOR OF MANAGEMENT (MARKETING)
<https://t.me/fmutmmarketing>

RESEARCH STUDENT
<https://t.me/fmutmresearch>

BACHELOR OF ACCOUNTING
<https://t.me/fmutmaccounting>

MASTER TAUGHT COURSE
<https://t.me/fmutmtaughtcourse>

BACHELOR OF MANAGEMENT (TECHNOLOGY)
<https://t.me/fmutmtechnology>

MASTER MIXED MODE
<https://t.me/fmutmmixedmode>



Join your program's Telegram Channel now

To all current and new students of Faculty of Management UTM, let's get connected.

- Don't miss all the important news and updates!

Our Students' Achievements



UTM
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Faculty of
Management

**World class
Netballer**



**ERMC Regional
Level –
represented
Malaysia**



Everest Conqueror



**Proton X70
Challenge – 6th
place: RM3000**



ICAEW Malaysian Business Challenge



Be Entrepreneurial **Be Bold**

Student Mobility Program



UTM
UNIVERSITI TEKNOLOGI MALAYSIA

Faculty of
Management

Study Abroad/ Student Exchange

Spend one or two semesters at universities abroad take courses in a regular semester with credit transfer opportunity **OR** students join research to join research study or internship under the supervision of an academic staff at universities or industries.

Short Term (GOP, IIP & Summer School Abroad

Students are attach to universities abroad for Academic Visit, paper presentation, cultural /leadership camp and register any courses offered by host institutions / faculties during summer holiday

Exchange (NGS)

Spend one or two semesters take courses in a regular semester with credit transfer or to join research study or internship under the supervision of an academic staff in UTM.

Global Mobility Programs



Thank you



Do follow us on social media :



Faculty of Management