

LESSON PLAN						
1	Course Name:	Bachelor's Degree Project I (BDP I)				
	Course Code:	BPA 31902				
	Course Classification:	Compulsory				
2	Synopsis:	This course covers six parts include: Introduction to PSM; introduction to research; formulation of research problem, literature review and research proposal, submission of research title proposal and BDP I seminar, and writing process of research proposal report for Chapter 1, 2 and 3.				
3	Name(s) of Academic Staff Teaching This Course:	1	BPA - DR JUZAIMI BIN NASUREDIN			
		2	BPB - EN MOHAMED ISMAIL BIN KP HJ PAKIR MOHAMED			
		3	BPC - PN ZAILAWATI BINTI KHALID			
		4				
4	Semester and Year offered:	Year Offered	3	Semester	1	
5	Credit Value:	1				
6	Pre-requisite/ co-requisite (if any):					
7	Course Learning Outcome(s)					
	CLO	Statement			UTHM LOD	Taxonomy Level
	CLO1	Carry out analytical research proposal in the Business and Technology Management field (PLO1, C4).			LOD1	C4
	CLO2	Execute a systematic process to identify a research problem in the field of Business and Technology Management (PLO2, P4).			LOD3	P4
	CLO3	Express issue and method that are feasible to be used in the study (PLO2, A3)			LOD4	A3
	CLO4					
	CLO5					
	CLO6					
	CLO7					
	CLO8					
	CLO9					
	CLO10					

8 Mapping of the Course Learning Outcomes to the Programme Learning Outcomes, Teaching Methods and Assessment Methods

CLO	Programme Learning Outcomes (PLO)												Teaching Methods	Assessment Methods	KPI	
	PLO 1	PLO 2	PLO 3	PLO 4	PLO 5	PLO 6	PLO 7	PLO 8	PLO 9	PLO 10	PLO 11	PLO 12				
CLO1	v													Lecture	BPD REPORT	50% of students achieved 55 marks and above
CLO2		v												Lecture	E-LOG BOOK	50% of students achieved 55 marks and above
CLO3		v												Lecture Practical	SEMINAR PAPER PRESENTATION	50% of students achieved 55 marks and above
CLO4																
CLO5																
CLO6																
CLO7																
CLO8																
CLO9																
CLO10																
Mapping with MQF Cluster of Learning Outcomes	C1	C2												Indicate the primary causal link between the CLO and PLO by ticking 'v' in the appropriate box. C1 = Knowledge & Understanding, C2 = Cognitive Skills, C3A = Practical Skills, C3B = Interpersonal Skills, C3C = Communication Skills, C3D = Digital Skills, C3E = Numeracy Skills, C3F = Leadership, Autonomy & Responsibility, C4A = Personal Skills, C4B = Entrepreneurial Skills, C5 = Ethics & Professionalism		

9 Transferable Skills (if applicable)

Skills learned in the course of study which can be useful and utilized in other settings.

Note: Refer to MQF Cluster Mapping in Section 8

1	COMMUNICATION SKILLS
2	
3	

Open-ended response (if any)

4	PRACTICAL, CRITICAL THINKING AND PROBLEM SOLVING
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10 Distribution of Student Learning Time (SLT)														
Week	Course Content Outline and Subtopics	CLO*	Learning and Teaching Activities**										NF2F Independent Learning	Total SLT
			Physical				Online (Synchronous/Asynchronous)				WBL***			
			L	T	P	O/SCL	L	T	P	O/SCL	GL	IG		
1	PART 1: INTRODUCTION TO BDP 1.1 Explanation of PSM I implementation and coordination 1.2 Briefing "LITERASI CLASS" from Library staff	CLO 1	2										1	3
2	PART 2 : SUPERVISION AND INTRODUCTION TO RESEARCH 2.1 Research concept 2.2 Identifying research Problem 2.3 Important steps in conducting a research	CLO 1 CLO 2	2										2	4
3	PART 2 : SUPERVISION AND INTRODUCTION TO RESEARCH 2.4 Student submits proposed research titles 2.5 Titles will be collected and evaluated by panels and subsequently distributed to coordinator (according to field	CLO 1 CLO 2	2										3	5
4	PART 3 : SUPERVISION AND FORMULATION OF RESEARCH PROBLEM, LITERATURE REVIEW AND RESEARCH PROPOSAL 3.1 Research problem formulation 3.2 Literature review 3.3 Research proposal 3.4 Summary	CLO 1 CLO 2 CLO 3	2										3	5
5	PART 4 : SUBMISSION OF RESEARCH TITLE PROPOSAL AND PRESENTATION OF RESEARCH TITLE PROPOSAL FOR BDP I 4.1 Submission of research title proposal to supervisor (to be reviewed) 4.2 Submission of research title proposal to coordinator 4.3 Submission of research title proposal to panels 4.4 Presentation of research title proposal 4.5 Correction or improvement of research title proposal	CLO 1 CLO 2 CLO 3	2										3	5

6	PART 5 : SUPERVISION DAN WRITING PROCESS OF RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 5.1 Corrections of proposals 5.2 Meeting and discussion with supervisor)	CLO 1 CLO 2 CLO 3	2										3	5
7	PART 5 : SUPERVISION DAN WRITING PROCESS OF RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 5.3 Literature review and writing of research 5.4 Meeting and discussion with supervisor	CLO 1 CLO 2 CLO 3	2										2	4

8	PART 5 : SUPERVISION DAN WRITING PROCESS OF RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 5.5 Referencing system and writing of research proposal report 5.6 Meeting and discussion with supervisors	CLO 1 CLO 2 CLO 3	2									2	4
9	PART 5 : SUPERVISION DAN WRITING PROCESS OF RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 5.7 Research methodology and writing of research proposal report 5.8 Meeting and discussion with supervisors	CLO 1 CLO 2 CLO 3	2									2	4
10	PART 5 : SUPERVISION DAN WRITING PROCESS OF RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 5.9 Sampling and research scope 5.10 Meeting and discussion with supervisor	CLO 1 CLO 2 CLO 3	2									4	6
11	PART 5 : SUPERVISION DAN WRITING PROCESS OF RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 5.11 Writing of a reseach proposal 5.12 Summary 5.13 Meeting and discussion with supervisor	CLO 1 CLO 2 CLO 3	2									12	14
12	PART 6 : SUBMISSION OF SEMINAR PAPER AND RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 6.1 Submission of seminar paper and research proposal report to supervisor (to be reviewed). 6.2 Submission of seminar paper to Coordinator 6.3 Submission of seminar paper to panels.	CLO 1 CLO 2 CLO 3	2									12	14
13	PART 6 : SUBMISSION OF SEMINAR PAPER AND RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 6.4 Presentation of seminar paper for Chapter 1, 2 & 3 (Face to face)	CLO 1 CLO 2 CLO 3	2									4	6
14	PART 6 : SUBMISSION OF SEMINAR PAPER AND RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 6.5 Correction or improvement of research proposal (Chapter 1, 2 & 3) 6.6 Update and submission of e-log book to supervisor	CLO 1 CLO 2 CLO 3	2									4	6
SUB-TOTAL SLT:			28									57	85

Continuous Assessment	CLO	%	Week	Assessment				NF2F Independent Learning for Assessment	SLT
				Physical		Online (Synchronous/ Asynchronous)			
				Theory	Practical	Theory	Practical		
1	E-LOG BOOK	CLO 2	10%	14	7			4	11
2	BDP REPORT	CLO 1	65%	14	10			8	18
SUB-TOTAL MARKS:			1	SUB-TOTAL SLT:				29	
Final Assessment	CLO	%	Week	Assessment				NF2F Independent Learning for Assessment	SLT
				Physical		Online (Synchronous/ Asynchronous)			
				Theory	Practical	Theory	Practical		
1	SEMINAR PAPER	CLO2	10%	13	4			4	8
2	SEMINAR PRESENTATION	CLO3	15%	13	4	2		4	10
						2			2
									0
									0
SUB-TOTAL MARKS:			0	SUB-TOTAL SLT:				20	
SLT for Assessment:								49	
GRAND TOTAL SLT:								134	
A	% SLT for F2F Physical Component: <i>[Total F2F Physical / (Total F2F Physical + Total F2F Online + Total Independent Learning) x 100]</i>							32.94%	
B	% SLT for Online & Independent Learning Component: <i>[(Total F2F Online + Total Ind. Learning) / (Total F2F Physical + Total F2F Online + Total Ind. Learning) x 100]</i>							67.06%	
C	% SLT for All Practical Component: <i>[% F2F Physical Practical + % F2F Online Practical + % WBL]</i>							0.00%	
C1	% SLT for F2F Physical Practical Component <i>[(Total F2F Physical Practical + WBL) / (Total F2F Physical + Total F2F Online + Total Independent Learning) x 100]</i>							0.00%	
C2	% SLT for F2F Online Practical Component <i>[Total F2F Online Practical / (Total F2F Physical + Total F2F Online + Total Independent Learning) x 100]</i>							0.00%	

Please tick (V) if this course is **Industrial Training/Teaching Practice** using 50% of Effective Learning Time (ELT)

X



Please tick (V) if this course is **Work Based Learning** using 80% of Effective Learning Time (ELT)

Note:

* Indicate the CLO based on the CLO's numbering in Item 8

** For ODLE programme: Courses with mandatory practical requirements imposed by the programme standards or any related standards can be exempted from complying to the minimum 80% ODLE delivery rule in the SLT.

*** For WBL programme, the SLT will be scaled by 80% to obtain the ELT

11	Special requirement or resources to deliver the course (e.g., software, nursery, computer lab, simulation room etc)	Statistical Package for Social Sciences (SPSS)
12	References (include required and further readings, and should be the most current (less than 5 years))	<ol style="list-style-type: none"> 1. Thesis Writing Guide Universiti Tun Hussein Onn Malaysia. (2012). 4th ed. UTHM: Centre for Graduate Studies. 2. Cooper, D. R. & Schindler, P. S. (2014). Business Research Methods. 12th ed. Boston: McGraw-Hill. 3. Creswell, J. W. (2014). Research design: Qualitative, quantitative, and mixed method approaches. 4th ed. Los Angeles, California: SAGE 4. Uma Sekaran & Roger Bouger. 2016. Research Methods for Business. A skill Building Approach. Seventh Edition. Wiley. E-book. 5. Saunders, M., Lewis, P. & Thornhill, A. (2009). Research methods for business students, 7th ed. England: Pearson Education Limited 6. Rajat Acharyya & Nanda Bhattacharya. 2019. Research Methodology for Social Sciences. London. E-book.
13	Other additional information (if applicable)	Author
14	Course Attendance / Regulations	<ol style="list-style-type: none"> 1. Students must attend not less than 80% of the contact hours for every course including Compulsory Attendance Course (Hadir Wajib – HW) and Attendance Only Course (Hadir Sahaja – HS). 2. Student who does not fulfill (1) of the above is not allowed to attend further lectures and is not allowed to sit for any further assessment. Zero mark (0) will be given to student who fails to comply with (1). As for Compulsory Attendance Course (Hadir Wajib – HW), student who fails to comply with (1) will be given Failure Attendance (Hadir Gagal – HG). 3. Student must follow and obey all the University dress rules and regulations and must discipline themselves to avoid any disciplinary action. 4. Student must obey safety regulations during the learning and teaching process.
15	Prepared by (Coordinator) :  <small>DR HADALIZA MASRAM Penyagah Kaedah Jabatan Pengurusan Harta Tanah Fakulti Pengurusan Teknologi dan Perniagaan Universiti Tun Hussein Onn Malaysia</small> Name : DR HADALIZA MASRAM Position : SENIOR LECTURER Date : 1 October 2023	Verified by :  <small>PROF. MADYA DR. AZHAR BT MD YASSIN ASSOC. PROF. DR. AZHAR BT MD YASSIN Fakulti Pengurusan Teknologi dan Perniagaan Universiti Tun Hussein Onn Malaysia</small> Name : PROF. MADYA DR. AZHAR BT MD YASSIN Position : SENIOR LECTURER Date :

PEMBELAJARAN TERADUN GANTIAN (PTG)

Pembelajaran Teradun (Blended Learning) is a combination of conventional and online teaching and learning processes. Through Pembelajaran Teradun Gantian (PTG), blended learning is implemented more systematically.

In UTHM, to achieve PTG status, following criterias should be met:

- 1 Online classes (synchronous and asynchronous) should be conducted between **30% and 60%** of total Students Learning Time (SLT) every semester (refer to Online (Synchronous/Asynchronous) columns)
- 2 Online Material: **30% - 50%** of Online SLT (criteria 1)
- 3 Online Activities: **30% - 50%** of Online SLT (criteria 1)
- 4 Online Assessment: **10% - 30%** of Online SLT (criteria 1)

Detailed calculation is as follows:

		ONLINE SLT		
		<i>[Total Larning & Teaching Activities Online + Total Assessment Online]</i>		
A	% SLT for Online Learning: <i>[[Online SLT /Grand Total SLT] x 100]</i>	0%	X	
B	% SLT for Online Material: <i>[[Total Learning & Teaching Activities (L, T and P) Online /Online SLT] x 100]</i>			
C	% SLT for Online Activities: <i>[[Total Learning & Teaching Activities (O/ SCL) Online /Online SLT] x 100]</i>			
D	% SLT for Online Assessment <i>[[Total Assessment Online /Online SLT] x 100]</i>			
TOTAL=		0%	X	
E	PEMBELAJARAN TERADUN GANTIAN <i>[Online SLT between 30% and 60%, Online Material 30% - 50%, Online Activities 30% - 50%, Online Assessment 10% - 30%]</i>	NO		