

**PEJABAT PENGURUSAN PENYELIDIKAN (PPP)**

**UNIVERSITI MALAYSIA TERENGGANU**

**21030 KUALA NERUS, TERENGGANU, MALAYSIA**

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| **BORANG LAPORAN PRESTASI PENYELIDIKAN**  ***RESEARCH PROGRESS REPORT FORM*** | | | | | | | |
| Sila rujuk Garis Panduan Pemantauan Geran Penyelidikan UMT Edisi 3/2022 Pindaan 2 |  *Please refer to the UMT Research Grant Monitoring Guidelines Edition 3/2022 Amendment 2* | | | | | | | |
| 1. **MAKLUMAT PROJEK | *PROJECT INFORMATION*** | | | | | | | |
| **Pemantauan Kali Ke**  *Monitoring Phase* | **:** | **Fasa Tahun**  *Phase Year* | | | | | |
| **Ketua projek**  *Project leader* | **:** |  | | | | | |
| **Tajuk penyelidikan**  *Research title* | **:** |  | | | | | |
| **Vot projek**  *Project vot* | : |  | **Jenis geran**  *Type of grant* | : | (eg: TAPE-RG) | | |
| **Tarikh mula**  *Start date* | **:** |  | **Tarikh tamat**  *End date* | **:** |  | | |
| **Penyelidik bersama**  *Co-reseachers* | : |  | | | | | |
| **Tarikh lanjut tempoh 1**  *Extension date 1* | : |  | **Tarikh lanjut tempoh 2**  *Extension date 2* | | | : |  |
| **Ringkasan eksekutif**  *Executive summary* | **:** |  | | | | | |

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| 1. **PRESTASI PROJEK  *| PROJECT ACHIEVEMENT*** |

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| **B(i). CARTA PERBATUAN |*MILESTONE*** |

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|  | Prestasi projek berdasarkan carta perbatuan yang diluluskan  *Project progress based on the approved milestones* |

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| **No.** | **Milestones** | **A.**  **% Project Completion Contribution** | **Expected Completion Date** | **B.**  **Completed Percentage** | **Actual Completion Date** | **C.**  **Contributed Progress Percentage (C=A x B / 100)** |
| 1. |  |  |  |  |  |  |
| 2. |  |  |  |  |  |  |
| 3. |  |  |  |  |  |  |
| 4. |  |  |  |  |  |  |
| 5. |  |  |  |  |  |  |
| 6. |  |  |  |  |  |  |
|  | | **100%** | Overall Progress Percentage | | |  |

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| **B(ii) PRESTASI KEWANGAN|*FINANCIAL PERFORMANCE*** |

**JUMLAH PERBELANJAAN|*TOTAL OF* *EXPENDITURE***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | Jumlah Diluluskan  *Amount Approved* | : | RM | Jumlah Baki  *Amount Balance* | : | RM |
|  | Jumlah Perbelanjaan  *Amount Spent* | : | RM | % Belanja  *% of Amount Spent* | : | % |

**PERBELANJAAN MENGIKUT V-SERIES|*EXPENDITURE BASED ON V-SERIES***

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| --- | --- | --- | --- |
| **V-Series** | **Jumlah bajet asal /** *Total Origin Bajet*  **(RM)** | **Jumlah belanja /**  *Total Expenses*  **(RM)** | **Jumlah baki /**  Total Balance  **(RM)** |
| **V11000**  Gaji dan upahan |  *Salary and Wages* |  |  |  |
| **V21000**  Perjalanan dan pengangkutan |  *Travelling Expenses & Subsistence* |  |  |  |
| **V24000**  Sewa | *Rental* |  |  |  |
| **V27000**  Bekalan penyelidikan |  *Research Materials & Supplies* |  |  |  |
| **V28000**  Penyelenggaraan | *Maintenance* |  |  |  |
| **V29000**  Perkhidmatan profesional |  *Professional Services* |  |  |  |
| **V35000**  Aset dan Inventori | *Asset & Inventory* |  |  |  |

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| **B(iii). BAKAT – PERLANTIKAN GRA/RA|*TALENT – GRA/RA APPOINTMENT*** |

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|  | Nama penuh  *Fullname*  No. kad pengenalan  *IC / Passport No*  Tarikh Lantikan  *Date of appointment* | :  :  : |  |
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| 1. **JANGKAAN HASIL PENYELIDIKAN| *EXPECTED RESEARCH OUTPUTS*** |

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| **C(i). SERAHAN HASIL PENYELIDIKAN, SEKIRANYA DINYATAKAN DI DALAM PROPOSAL DAN GARIS PANDUAN|*RESEARCH DELIVERABLES, IF INDICATED IN THE PROPOSAL AND GUIDELINE*** |

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| *Sebagai contoh:*   * *Instrument seperti instrument penilaian impak geran penyelidikan* * *Produk baru seperti baja kompos* * *Database/Sistem/Aplikasi perisian* * *Kertas polisi* * *Pengkomersilan produk yang mempunyai harta intelek (sertakan jumlah, RM)* * *Perlesenan harta intelek (sertakan jumlah, RM)* * *Jaringan antarabangsa dan swasta* |

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| **C(ii). OUTPUT KESARJAAAN PENYELIDIKAN|*SCHOLARLY RESEARCH OUTPUTS*** |

**PENERBITAN |*PUBLICATIONS***

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| --- | --- |
|  | *Senarai artikel penerbitan (pengarang, tahun, tajuk artikel, tajuk jurnal, vol, mukasurat*  *List of research articles (authors, year, title of articles, title of journal, vol, page number)*  1.  2.  Sila Lampirkan/Please attach:   1. Bukti Penerbitan *(Evidence for publication)* 2. Bukti Penghargaan Vot Geran *(Evidence of acknowlegements)* 3. Bukti jurnal yang disenaraikan di dalam Indeks WoS/Scopus beserta Quartile (*Evidence for journal / articles in WoS (JCR) / Scopus (CSR) with Quartile)* |
|  | Senarai bab dalam buku/buku (pengarang, tahun, tajuk, muka surat, penerbit)  *List of book chapters/book (authors, year, title, page number, publisher)*  1.  2. |
|  | Lain-lain penerbitan  1.  2. |

**PEMBANGUNAN BAKAT|*HUMAN CAPITAL DEVELOPMENT***

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| **Pelajar PhD|*PhD student*** | | |
| Nama penuh pelajar #1  *Student fullname #1*  Tarikh Lantikan  *Date of appointment*  Status *(Ongoing/Graduated)* | :  :  : | Sila Lampirkan/Please attach:  Bukti Pendaftaran/Bergraduat (Surat Senat) *(Evidence for registration/graduation (senat letter))* |
| **Pelajar MSc|*MSc student*** | | |
| Nama penuh pelajar #1  *Student fullname #1*  Tarikh Lantikan  *Date of appointment*  Status *(Ongoing/Graduated)* | :  :  : | Sila Lampirkan/Please attach:  Bukti Pendaftaran/Bergraduat (Surat Senat) *(Evidence for registration/graduation (senat letter))* |

**HAK CIPTA, SEKIRANYA DINYATAKAN DI DALAM PROPOSAL DAN GARIS PANDUAN|**

***INTELLECTUAL PROPERTY, IF INDICATED IN THE PROPOSAL AND GUIDELINE***

|  |  |
| --- | --- |
| ***Type*|Jenis** | **Tajuk|*Title*** |
| (Eg : Patent) | Sila lampirkan surat kelulusan IP MyIPO/sijil MyIPO *(Please attach acceptance letter MyIPO / certificate MyIPO)* |

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| **C(iii). IMPAK QUADRUPLE HELIKS, SEKIRANYA DINYATAKAN DI DALAM PROPOSAL DAN GARIS PANDUAN|*IMPACTS ON QUADRUPLE HELIX, IF INDICATED IN THE PROPOSAL AND GUIDELINE*** |

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| Komuniti  *Community*  *Sebagai contoh: Hasil daripada kajian ini, secara langsung telah meningkatkan pendapatan lima isi rumah di Kawasan Setiu daripada RM600 sebulan kepada RM800 sebulan selepas setahun pemindahan ilmu dilaksanakan* |
| Industri  *Industry* |
| Kerajaan  *Government* |
| Akademia  *Academia* |
| Persekitaran  *Environment* |

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| 1. **RINGKASAN PENEMUAN PROJEK PENYELIDIKAN BERDASARKAN KEPADA CARTA PERBATUAN |*SUMMARY OF RESEARCH FINDINGS BASED ON MILESTONES*** |
| *Milestone 1*  *Milestone 2*  *Milestone 3* |

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| 1. **MASALAH/KEKANGAN/CADANGAN |*PROBLEMS/CONSTRAINTS/SUGGESTIONS*** | | | |
| *Sebagai contoh:*  *Nyatakan justifikasi kenapa milestones tidak dicapai dan langkah yang telah dan bakal diambil untuk memastikan milestones yang dirancang akan mencapai sasaran yang telah ditetapkan pada laporan akan datang* | | | |
| 1. **PENGESAHAN KETUA PROJEK |*CONFIRMATION BY PROJECT LEADER*** | | | |
| Saya mengesahkan tujuan ini adalah untuk projek di atas  *I declare that this purpose is for the above project* | | | |
| Tandatangan  *Signature* | | | Cop dan tarikh  *Stamp and date* |
| 1. **PERAKUAN TIMBALAN KETUA PTJ (FAKULTI/INSTITUT)|*ENDORSEMENT BY DEPUTY HEAD OF PTJ (FACULTY/INSTITUTE)*** | | | |
| Saya menyokong dan memperakukan laporan ini  *I recommend and agree with this report* | | | |
| Tandatangan  *Signature* | | | Cop dan tarikh  *Stamp and date* |
| 1. **KEGUNAAN PEJABAT PPP SAHAJA | *RMO USE ONLY*** | | | |
| Laporan ini adalah diterima/tidak diterima  *This report is accepted/not accepted* | | | |
| Nama  *Name*  Tarikh  *Date* | :  : |  | |