

To All Lecturers,

IMPORTANT DATES FOR SEMESTER III, 2012/2013 ACADEMIC SESSION FOR POSTGRADUATE EXAMINATION

Please take note that all lecturers teaching postgraduate courses are required to :

- a. mark all the papers by the target date,
- b. enter the marks into the marks Online Mark Entry System (UMPortal),
- c. display the unofficial results on the notice board outside their room (for lecturers at FCSIT), and
- d. attend the Pre-Board Meeting and Board meetings.

Listed below are the key dates for lecturers to observe.

NO	DETAILS	DATE	RESPONSIBILITY	NOTES
1	Submission Research Project	1 August 2013 - 9 August 2013	Candidates	
2	Evaluation Report	12 August 2013 - 19 August 2013	Internal Examiner	
3	Key-in marks into Online Mark Entry System (UMPortal)	20 August 2013	Programme Coordinator	Key-in marks into Online Mark Entry System (UMPortal) as soon as possible.
4	Generate Marks	20 August 2013	IGS	-
5	Pre-Board Meeting	26 August 2013 2.30 pm, at BMF	Programme Coordinator	-
6	Board Meeting			
7	Announcement of Official Result	26 August 2013	IGS	-

Your cooperation in observing the above dates will be greatly appreciated.

Thank you.

ASSOC. PROF. DR. MISS LAIHA MAT KIAH
Deputy Dean (Postgraduate)

Attachment:

1. Schedule for key-in of marks for Postgraduate Programme, Sem III, 2012/2013

**SCHEDULE FOR KEY-IN OF MARKS FOR POSTGRADUATE PROGRAMME
SEMESTER III, 2012/2013 ACADEMIC SESSION**

To all Lecturers Teaching Postgraduate Courses,

A gentle reminder that the University Senate, at its meeting on 27 November 2008, had approved the passing grade for students to 'B' (i.e. 65 marks and above).

Please note that this applies to all students who were admitted from Semester 1, 2009/10 onwards only (i.e. registration no. beginning with 09,10,11,12).

Please keep this in mind when you mark the exam papers and enter the marks into the system.

Thank you.

Assoc. Prof. Dr. Miss Laiha Mat Kiah
Deputy Dean (Postgraduate)

**SCHEDULE FOR KEY-IN OF MARKS FOR POSTGRADUATE PROGRAMME
SEMESTER III, 2012/2013 ACADEMIC SESSION**

No.	Course Code	Title	Date / Day	Lecturer	Moderator	Date for Key-in Online Mark Entry System (UMPortal)
1	WXGA 6183	Research Project	-	Supervisor	Dr. Sri Devi d/o Ravana	20/8/2013
2	WXGB 6183	Research Project	-	Supervisor	Dr. Kiran Kaur d/o Gurmit Singh	
3	WXGC 6185	Research Project	-	Supervisor	Assoc. Prof. Dr. Zarinah Mohd Kasirun	

**SCHEDULE FOR KEY-IN OF MARKS FOR POSTGRADUATE PROGRAMME
SEMESTER III, 2012/2013 ACADEMIC SESSION**

FOR INTAKE 2009/2010 SESSION AND LATER

The assessment for the examination for the coursework component shall be based on the following marking scheme:

Mark	Grade	Grade Mark	Meaning
80-100	A	4.0	Excellent
75-79	A-	3.7	
70-74	B+	3.3	Pass
65-69	B	3.0	
60-64	B-	2.7	Conditional Pass
55-59	C+	2.3	
50-54	C	2.0	
45-49	C-	1.7	Fail
40-44	D+	1.5	
35-39	D	1.0	
<35	F	0	