

**SENARAI SEMAK DOKUMEN PENGHANTARAN LAPORAN KEMAJUAN/ DOCUMENT CHECK LIST FOR PROGRESS REPORT SUBMISSION**

**Kod Projek / Project Code :**





**BORANG LAPORAN KEMAJUAN UPSI/PPPI/UPP/B02 (Pindaan 03)**

**Kod Projek / Project Code :**

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| **LAPORAN KEMAJUAN PENYELIDIKAN**  *PROGRESS RESEARCH REPORT*  Jenis Geran Penyelidikan/ *Type of Research Grants*   |  |  | | --- | --- | | * Geran Penyelidikan Universiti   *University Research Grant* | * Geran Penyelidikan Luar   *External Research Grant* | | | | | | | | | | | | | | | | |
| 1. **MAKLUMAT PENYELIDIKAN** 2. *Research Information* | | | | | | | | | | | | | | | |
| **Fasa**  *Phase* | | | *:* | |  | | | | | | | | | | |
| **Tahun**  *Year* | | | : | |  | | | | | | | | | | |
| **Tajuk Penyelidikan**  *Research Title* | | | : | |  | | | | | | | | | | |
| **Tarikh Mula**  *Start Date* | | | : | |  | | | Tarikh Tamat :  *End Date* | | |  | | | | |
| **Ketua Penyelidik**  *Project Leader* | | | : | |  | | | | | | | | | | |
| **Penyelidik Bersama**  *Co-Researchers* | | | : | | 1. | | | | | | | | | | |
| 2. | | | | | | | | | | |
| 3. | | | | | | | | | | |
| 4. | | | | | | | | | | |
| 1. **PRESTASI PROJEK** 2. *Project Performance* | | | | | | | | | | | | | | | |
| **B1. PERATUSAN PENCAPAIAN /** *Percentage Of Milestone* | | | | | | | | | | | | | | | |
| **Peratusan semasa prestasi projek penyelidikan berdasarkan carta perbatuan.**  *Percentage of current performance in research project based on milestone chart.* | | | | | | | | | | | | | | **%** | |
| **Sekiranya kemajuan tidak seperti yang dinyatakan dalam carta perbatuan, sila nyatakan sebab (mohon sertakan lampiran sekiranya ruang tidak mencukupi)**  *If progress is not as indicated in the milestone, please state the reason (please attach a separate sheet if space is not enough)* | | | | | | | | | | | | | | | |
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| **B2. HASIL PENYELIDIKAN /** *Research output* | | | | | | | | | | | | | | | |
| **Bilangan artikel/ manuskrip/ buku (Sila lampirkan muka hadapan penerbitan )**  *Numbers of articles/ manuscripts/ books (Please attach the first page of publication)* | | | | | | | | | | | | | | | |
| **Jurnal berindek /** *Indexed journal* | | | | | | | | **Jurnal berwasit/** *Reffered journal* | | | | | | | |
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| **Prosiding persidangan (Sila lampirkan muka hadapan penerbitan )**  *Conference proceedings (Please attach the first page of publication)* | | | | | | | | | | | | | | | |
| **Antarabangsa** / *International* | | | | | | | | **Kebangsaan** / *National* | | | | | | | |
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| **Lain-lain (sila nyatakan) /** *Others (please specify)* | | | | | | | | | | | | | | | |
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| **B3. PEMBANGUNAN BAKAT /** *Talent Development* | | | | | | | | | | | | | | | |
| **Bakat** / *Talent* | | | | | | **Bilangan** / *Number* | | | | | | | | | |
| **Sedang maju** / *being developed* | | | | **Telah bergraduat** / *graduated* | | | | | |
| **Pelajar Sarjana** / *Master Student* | | | | | |  | | | |  | | | | | |
| **Pelajar PhD** / *PhD Student* | | | | | |  | | | |  | | | | | |
| **Lain-lain /** *others* | | | | | |  | | | |  | | | | | |
| **Jumlah /** *Total* | | | | | |  | | | |  | | | | | |
| 1. **PERBELANJAAN** 2. *Expenditure* | | | | | | | | | | | | | | | |
| **C1. MAKLUMAT BELANJAWAN /** *Budget information* | | | | | | | | | | | | | | | |
| **Peruntukan diluluskan** /  *Approved budget* | : | | |  | | | **Jumlah perbelanjaan /** *Amount spent* | | | | | : |  | | |
| **Baki semasa /**  *Current balance* | | | | | : |  | | |
| **Peratus perbelanjaan /** *Percent of amount spent* | | | | | : |  | | |
| **C2. PERINCIAN BELANJAWAN /** *Budget details* | | | | | | | | | | | | | | | |
| **Jenis VOT /**  *Type of Vot* | | **\*Peruntukan Bagi Setiap Vot /** *Provision Each Vot* | | | | **Perbelanjaan (merujuk kepada MyFIS/** *Expenditure (according to MyFIS* | | | **Perbelanjaan (dalam proses tuntutan) /** *Expenditure (in process of claiming)* | | | | | | **Baki Vot /**  *Vot Balance* |
| **Vot 11000**  (Gaji & Upah **/***Salaries & Wages***)** | |  | | | |  | | |  | | | | | |  |
| **Vot 21000**  (Perjalanan & Sara hidup / *Travelling & Transportation*) | |  | | | |  | | |  | | | | | |  |
| **Vot 24000**  (Sewaan / *Renta*l) | |  | | | |  | | |  | | | | | |  |
| **Vot 27000**  (Bekalan & Bahan Lain / *Supplies & Others Materials*) | |  | | | |  | | |  | | | | | |  |
| **Vot 28000**  (Penyelenggaraan dan Pembaikan Kecil / *Maintainance and Minor Repair*) | |  | | | |  | | |  | | | | | |  |
| **Vot 29000** (Perkhidmatan Ikhtisas / *Professional Services*) | |  | | | |  | | |  | | | | | |  |
| **Vot 35000**  (Aksesori dan Peralatan / *accessories and Equipment*) | |  | | | |  | | |  | | | | | |  |
| **Jumlah /**  *Total* | |  | | | |  | | |  | | | | | |  |
| **\*Nyatakan peruntukan berdasarkan pindaan vot terkini yang dijalankan,jika berkenaan.**  *State the provision according to the current approved vot virement, if applicable.* | | | | | | | | | | | | | | | |
| **Nyatakan sebab perbezaan belanjawan dari peruntukan asal (Jika ada)**  *State the reasons for the differences from the original budget (if any)* | | | | | | | | | | | | | | | |
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| **D. RINGKASAN DAPATAN PENYELIDIKAN (NYATAKAN DAPATAN KAJIAN TERKINI)**  *D. Summary of research findings (state the current research findings)* |

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| **E. PERMASALAHAN ATAU KEKANGAN YANG DIHADAPI DALAM MENJALANKAN PENYELIDIKAN**  *E. Problems or constraints faced in doing research* |

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| **F. CADANGAN LANGKAH UNTUK MENGATASI PERMASALAHAN ATAU KEKANGAN PENYELIDIKAN**  *F. Suggested measures to overcome research problems or constraints* |
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| **G. PERAKUAN KETUA PENYELIDIK**  *G. Declaration by the Principal Investigator* |

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| **Segala maklumat yang dinyatakan di sini adalah tepat. UPSI dan PPPI berhak untuk menolak atau membatalkan laporan ini tanpa notis awal jika didapati maklumat yang diberikan tidak tepat.**  *All information stated here are accurate. UPSI and RMIC has the right to reject or to cancel this report without prior notice if there is any inaccurate information given.* | |
| (Tandatangan / *Signature*) | **NO. TELEFON (P) :**  *Telephone No. :* |
| **NO. TELEFON (BIMBIT) :**  *Mobile Phone No. :* |
| (Cop Rasmi / *Official stamp*) | **Emel :**  *Email :* |
| **Tarikh :**  *Date :* |

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| **H. ULASAN DAN PENGESAHAN DEKAN / TIMBALAN DEKAN (PENYELIDIKAN & INOVASI)**  *H. Review and verification by the Dean / Deputy Dean (Research & Innovation)* |

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| |  |  |  |  | | --- | --- | --- | --- | |  | Memuaskan  *Satisfactory* | : | * Prestasi projek mengikut carta perbatuan yang dirancang; **dan**   *Project performance according to planned milestone;* ***and***   * Peratus perbelanjaan adalah 20-30% (LK1), 40-50% (LK2) dan 60-75% (LK3); **dan**   *The percentage of expenditure is 20-30% (LK1), 40-50% (LK2) and 60-75% (LK3);* ***and***   * Bukti draf penulisan artikel jurnal mengikut KPI penyelidikan disertakan dalam LK2 dan LK3.   *Evidence of draft writing of journal articles according to research KPIs is included in LK2 and LK3.* | |  | Kurang memuaskan  *Less satisfactory* | : | * Prestasi projek adalah lewat daripada carta perbatuan yang dirancang; **atau**   *Project performance behind planned milestone;* ***or***   * Peratus perbelanjaan adalah rendah daripada yang ditetapkan; **atau**   *The percentage of expenditure is lower than prescribed; or*   * Bukti draf penulisan artikel jurnal mengikut KPI penyelidikan tidak disertakan dalam LK2 dan LK3.   *Evidence of draft writing of journal articles according to research KPIs is not included in LK2 and LK3.* | |  | Bermasalah  *Problematic* | : | * Prestasi projek adalah sifar; **atau**   *Project performance is zero;* ***or***   * Peratus perbelanjaan adalah kurang daripada 10%.   *The percentage of expenditure is less than 10%.* |   Ulasan/*review*: | |
| (Tandatangan / *Signature*) | **NO. TELEFON (P) :**  *Telephone No. :* |
| **NO. TELEFON (BIMBIT) :**  *Mobile Phone No. :* |
| (Cop Rasmi / *Official stamp*) | **Emel :**  *Email :* |
| **Tarikh :**  *Date :* |

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| **H. KELULUSAN PENGARAH PUSAT PENGURUSAN PENYELIDIKAN**  *H. Approval by the Director of RMIC* |

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| **Permohonan ini /**  *This Application* | : | **Diterima /**  *Accepted* |  | | **Ditolak /**  *Rejected* |  | |
|  | | | | | | |
| (Tandatangan / *Signature*) | | | | **Tarikh /**  *Date* | | |
| (Cop Rasmi / *Official stamp*) | | | |

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| **UNTUK KEGUNAAN RMIC**  *RMIC Use Only* |

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