

**SENARAI SEMAK DOKUMEN PENGHANTARAN LAPORAN KEMAJUAN**

**DOCUMENT CHECK LIST FOR PROGRESS REPORT SUBMISSION**

**GERAN INOVASI PENDIDIKAN 2023**

**EDUCATIONAL INNOVATION GRANT**

**Kod Projek/ Project Code :**

**UNIT PERUNDINGAN, PENGKOMERSIALAN DAN INOVASI**





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

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **LAPORAN KEMAJUAN GERAN INOVASI PENDIDIKAN 2023 (LK 2)**  *EDUCATIONAL INNOVATION GRANT RESEARCH PROGRESS REPORT*   1. **MAKLUMAT PENYELIDIKAN**   *Research Information*   |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **Kod Projek**  *Project Code* | : |  | | | | | **Tahun**  *Year* | : |  | | | | | **Tajuk Penyelidikan**  *Research Title* | : |  | | | | | **Tarikh Mula**  *Start Date* | : |  | | **Tarikh Tamat** :  *End Date* |  | | **Ketua Penyelidik**  *Project Leader* | : |  | | | | | **Fakulti/Pusat**  *Faculty/Centre* | : |  | | | | | **Direktori**  *Directory* | : | **No. Tel. Pejabat**  *Off.Phone No.* | **No. Tel Bimbit**  *Mobile No.* | | **Alamat Emel**  *E-Mail Address* | | **Penyelidik Bersama**  *Co-Researchers* | : | 1. | | | | | 2. | | | | | 3. | | | | | 4. | | | |      1. **PRESTASI PROJEK /** *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)* | | | | | | | | | | |  | | | | | | | | | | | **B2. HASIL PENYELIDIKAN /** *Research Output* | | | | | | | | | | | |  |  | | --- | --- | | **Perkara yang perlu dilakukan/** *Things need to be done* | **Sila nyatakan pencapaian dan lampirkan bukti (dokumen/link/produk/dll)** | | 1. Menghasilkan satu (1) produk inovasi yang boleh mencapai tahap sekurang-kurangnya ; 2. TRL 7 (sistem/teknologi beroperasi baik dalam situasi sebenar) atau 3. TRL 8 (sistem/teknologi sudah lengkap dan layak digunakan) atau   c) TRL 9 (sistem/teknologi sudah boleh digunakan secara komersial). |  | | 1. Menghasilkan satu (1) video montaj (Bahasa Inggeris dan   Bahasa Melayu) berdurasi 3-5 minit untuk produk inovasi pendidikan hasil penyelidikan geran ini dan mengemukakannya kepada PPPI  *\*sertakan link video montaj versi BM*  *\*sertakan link video montaj versi BI* |  | | 1. Menghasilkan manual produk inovasi pendidikan yang mengandungi aspek-aspek berikut :-   a. Diskripsi hasil produk inovasi pendidikan  b. Cara penggunaan dan contoh yang sesuai  c. Inovasi yang dikenalpasti  d. Golongan sasaran  e. Gambar hasil produk inovasi pendidikan  *\*manual soft copy perlu diemelkan ke : [uip.rmic@upsi.edu.my](mailto:uip.rmic@upsi.edu.my) dan*  *lampirkan manual hard copy bersama laporan ini* |  | | 1. Mempromosikan produk inovasi pendidikan yang dihasilkan menerusi media massa/media sosial.   *\*sertakan link/bukti promosi* |  | | 1. Menyertai satu (1) pertandingan inovasi pendidikan peringkat kebangsaan/antarabangsa.   *\*sertakan salinan sijil penyertaan* |  | | 1. Menyertai satu (1) sesi perkongsian yang akan dianjurkan oleh pihak PPPI agar dapat dimanfaatkan oleh kakitangan akademik lain. |  | | 1. Mendaftarkan semua harta intelek yang dihasilkan daripada Geran Inovasi Pendidikan 2023 mengikut garis panduan pendaftaran harta intelek UPSI.   \**sertakan salinan pendaftaran harta intelek* |  | | 1. Bukti hasil pengkomersialan   *\*sertakan bukti (contoh:Perjanjian Perlesenan Produk/Perkhidmatan,MoU/MoA/LoI, Laporan Jualan)* |  | | | | | | | | | | | | 1. **PERBELANJAAN /** *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/*Rental*) |  | |  | |  | | | |  | | **Vot 27000**  (Bekalan & Bahan Lain /*Supplies & Others Materials*) |  | |  | |  | | | |  | | **Vot 28000**  (Penyelenggaraan dan Pembaikan Kecil/  *Maintainance and Minor Repair)* |  | |  | |  | | | |  | | **Vot 29000** (Perkhidmatan Ikhtisas /*Professional Services*) |  | |  | |  | | | |  | | **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 daripada peruntukan asal (Jika ada)**  *State the reasons for the differences from the original budget (if any)* | | | | | | | | | | |  | | | | | | | | | | | 1. **RINGKASAN DAPATAN PENYELIDIKAN (NYATAKAN DAPATAN KAJIAN TERKINI)**   *Summary of research findings (state the current research findings)* | | | | | | | | | | |  | | | | | | | | | |  |  |  |  |  |  | | --- | --- | --- | --- | --- | | 1. **PERMASALAHAN ATAU KEKANGAN YANG DIHADAPI DALAM MENJALANKAN**   **PENYELIDIKAN**  *Problems or constraints faced in doing research*   |  | | --- | |  |  1. **CADANGAN LANGKAH UNTUK MENGATASI PERMASALAHAN ATAU KEKANGAN PENYELIDIKAN**   *Suggested measures to overcome research problems or constraints*   |  | | --- | |  |  |  | | --- | | **G. PERAKUAN KETUA PENYELIDIK**  *Declaration by the Principal Investigator* |  |  | | --- | | **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 dan Cop Rasmi /  (*Signature and Official Stamp*) | **NO. TELEFON (P) :**  *Telephone No. :* | | **NO. TELEFON (BIMBIT) :**  *Mobile Phone No. :* | | **EMEL :**  *Email :* | | **TARIKH :**  *Date :* | |   **H. ULASAN DAN PENGESAHAN DEKAN / TIMBALAN DEKAN (PENYELIDIKAN & INOVASI)**  *Review and verification by the Dean / Deputy Dean (Research & Innovation)*   |  |  |  |  |  |  |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | | |  |  |  |  | | --- | --- | --- | --- | |  | 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).*  *●* Bukti hasil penyelidikan mengikut KPI penyelidikan disertakan dalam LK2 dan 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;   *The percentage of expenditure is lower than prescribed;*  *●* Bukti hasil penyelidikan mengikut KPI penyelidikan tidak disertakan dalam LK2 dan 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 dan Cop Rasmi /  (Signature and Official Stamp) | **NO. TELEFON (P) :**  *Telephone No. :* | | **NO. TELEFON (BIMBIT) :**  *Mobile Phone No. :* | | **EMEL :**  *Email :* | | **TARIKH :**  *Date :* |  1. **PENGESAHAN PENERIMAAN LAPORAN KEMAJUAN PENYELIDIKAN OLEH PENGARAH PUSAT PENGURUSAN PENYELIDIKAN DAN INOVASI**   *Verification by the Director of RMIC* |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Laporan ini /**  *This Report* | : | **Diterima /**  *Accepted* |  | | **Ditolak /**  *Rejected* |  | |
|  | | | | | | |
| (Tandatangan dan Cop Rasmi / (*Signature and Official Stamp*) | | | | **Tarikh /** *Date* | | |

|  |
| --- |
| **UNTUK KEGUNAAN PUSAT PENGURUSAN PENYELIDIKAN DAN INOVASI**  *RMIC Use Only* |

|  |
| --- |
|  |