



**TIMELINE FOR SUBMISSION OF RESEARCH PROJECT
(SEMESTER I, 2020/2021)
(WQB7002 / WQC7002 / WQD7002)**

NO.	DETAIL	ACTION	DEADLINES
1	Submit application for appointment of Supervisor and confirmation of title for Research Project to the Deputy Dean's office Can be downloaded from Faculty's Website <hr style="border-top: 1px dashed black;"/> Note: <ul style="list-style-type: none"> • Students register for Research Project for the FIRST TIME need to apply for the approval of the title. • Students are ONLY allowed to start their project after the title and appointment of Supervisor(s) have been approved by Faculty. 	Student (P1) / Supervisor	6.11.2020 (Week-3)
2	Inform the students and the Supervisors of the decision of para No. 1 – through email	DD's office	After Approval
3	Submit Draft Proposal to the Deputy Dean's office (for Master of Library and Information Science)	Student (P1) / Supervisor	*4.12.2020 (Week-7)
4	Submit Final Proposal to the Deputy Dean's office (for Master of Library and Information Science)	Student (P1) / Supervisor	*31.12.2020 (Week-11)
5	(a) Proposal Presentation (for Master of Data Science & Master of Information Technology Management)	Student (P1) / Supervisor / Examiner	*14.12.2020 – 22.1.2021 (Week 9 – 14)
	(b) Poster Presentation (for Master of Library and Information Science)	Student (P2) / Supervisor / Examiner	*4.1.2021 – 8.1.2021 (Week-12)
6	Submission of Research Report for examination – documents to be submitted: (a) Submission of Research Project Examination Form - can be downloaded from Faculty's website . (Please digitally sign the required documents prior to submission [including supervisor]). (b) A softcopy of research report – PDF (Please be reminded to check the word count for the report) (c) Turnitin Report < 20% All submissions are to be done through email to: <ul style="list-style-type: none"> • Mrs. Norhazariah Hussin (aza_kama@um.edu.my): MASTER OF DATA SCIENCE • Mrs. Norhafidzan Ahmad (fidzan@um.edu.my): MASTER OF LIBRARY AND INFORMATION SCIENCE • Mrs. Norazarina Bohari (azarina@um.edu.my): MASTER OF INFORMATION TECHNOLOGY MANAGEMENT 	Student (P2) / Supervisor	*22.1.2021 (Week-14)

* Subject to change

IMPORTANT NOTES:

1. Kindly use the format for research report, poster presentation and guidelines for preparation of Research Project available at www.fsktm.um.edu.my.
2. Please follow the deadlines given. Any delay will affect the examination of your research report and may cause you to fail the research project.
3. Please ensure that all forms are complete before submitting to the DD's Office. Without completed documents as stated in para No. (6), your submission will not be processed.
4. Please do not hesitate to call us at 03-7967 6316/6380 should you have further enquiries.