





**FACULTY OF COMPUTER SCIENCE AND  
INFORMATION TECHNOLOGY**

**KOLEJ POLY-TECH MARA**

**DIPLOMA IN COMPUTER SYSTEM AND  
NETWORKING  
(CC103)**

**ACADEMIC SESSION  
TRIMESTER JULY**

Release Date: 1 November 2022

The content of this handbook has been endorsed by the KPTM Senate

# **ABOUT KPTM**

Kolej Poly-Tech MARA is a private higher educational institution which is wholly owned by Majlis Amanah Rakyat (MARA). KPTM offers a wide range of educational opportunities in the field of Information Technology, Computer Science, Accounting, Business Management, Sciences, Engineering and Health Science.

## **VISION**

To be a Tertiary Education Institution with Excellent Reputation

## **MISSION**

- 1 To cultivate academic and entrepreneurial excellence to achieve an optimal individual potential
- 2 To lead a holistic education through global acknowledgement and acceptance

## **SHARED VALUE**

Trustworthy, Resilient, Blessed

## **MOTTO**

A Centre of Learning, Centred on You

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## 1.0 MESSAGE FROM THE CHIEF EXECUTIVE OFFICER

A warm welcome to Kolej Poly-Tech MARA.

First and foremost, I would like to congratulate you for succeeding in your study and now able to pursue it to a higher level at KPTM.

To ensure that all our students meet their educational goals, we go all-out to provide a conducive learning environment that facilitates effective learning.

We have experienced lecturers who could guide and motivate the students to meet their life goals. Our lecturers are very committed in making sure their students finish their studies on time and are able to get the right job within short duration of time after that. We also take pride of the fact that our lecturers are not only academic references but also excellent advisors and mentors for students.

It is hoped that this handbook will serve as a useful reference to students about their chosen programme specifications and guidelines.

I wish you all the best in your studies at KPTM.

**CHIEF EXECUTIVE OFFICER  
KOLEJ POLY-TECH MARA**

## **2.0 MESSAGE FROM DEAN OF FACULTY OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY**

A warm welcome to Kolej Poly-Tech MARA.

A college experience is not only about making the right decision about what you wanted to be when you finished your secondary education. It is about a series of adjustments before venturing into a more challenging life.

I truly hope that this handbook will be helpful in guiding you throughout your course of studies and throughout your adjustment processes as a college student.

You will find that this handbook provides you with the necessary reference and information regarding the study programme as well as the support system, and services that the college provides.

The procedures are carefully designed to ensure that you are equipped with the relevant information about Diploma in Information Technology.

I hope you have an enjoyable learning experience and a rewarding student life.

**DEAN  
FACULTY OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY  
KOLEJ POLY-TECH MARA**

### 3.0 PROGRAMME BRIEF

Kolej Poly-Tech MARA (KPTM) is a center of educational excellence for academic, professional and continuous learning programs. KPTM has grown and developed approximately 20,000 graduates with a wide choice of careers and opportunities in government, industry, the professions, or to further study.

Computer System and Networking is one the world's great growth industries, and among the few industries to have become truly global across its workforce. Computer System and Networking courses at Kolej Poly-Tech MARA are structured to give students more choice and opportunity. Study opportunities include entry level training across a range of technical programs, to complex specializations in fields such as software development and networking.

Courses offered are industry recognized, and designed with the student's development in mind. Using qualified teachers and trainers, our course programs develop and enhance the individual's personal and professional skills, with the aim of preparing them for a career within the IT industry. With a focus on learning outcomes and personal development, each course can enhance your resume, or help you progress your career aspirations within the work place.

Graduates are well equipped for the IT challenge at hand, and they can be confident that their recognized qualification and relevant experience gained through study will have them in high demand within the workforce.

The main purpose of the Computer System and Networking diploma at Kolej Poly-Tech MARA is to generate graduates with the knowledge, skills, and attitudes to be effective and responsible IT practitioners within a rapidly changing IT environment.

Our proud history and solid foundation will drive continuous educational growth into the future. In recent times, we have extended our quality programs to all individuals and populations. It is our absolute commitment to provide opportunities for individuals to gain easy access and holistic approach to education and training towards the establishment of knowledge-based society.

#### 4.0 PROGRAMME INFORMATION

1. **ProgrammeTitle** : **Diploma in Computer System and Networking**
2. **Programme Code** : **CC103**
3. **Duration** : **2 years 4 months**
4. **Total Credit Hours** : **93 credits**
5. **Medium of Instruction** : **English**
6. **Entry Requirement** : **PASS SPM** or equivalent with:

**THREE (3)** credits in any subjects, including Mathematics

**OR**

Pass a Pre-Diploma or other certificate in a related field from any public / private institutions recognized by the government of Malaysia with at least CGPA of 2.50

**OR**

Pass the Malaysian Skills Certificate (SKM)/MLVK Level 3 in a related field

#### 7. **Programme Description:**

Diploma in Computer System and Networking consists of 93 credits. This programme's curriculum is designed for those who are interested to have a career in Networking, System Administration or IT. At the end of this programme, students will developed a working knowledge of routing, switching, network applications, protocols, programming and server services. Students are required to attend full-time class basis teaching mode that scheduled by time table unit. This program is accredited by Malaysian Qualification Agency (MQA).

#### 8. **Programme Objectives:**

The program educational objectives are for the graduates to:

- PEO1 Knowledgeable and technically competent in system and network administration field in line with the industrial requirements.
- PEO2 Demonstrate good leadership quality and effective communication in an organization.
- PEO3 Capable to solve system and network problems ethically and professionally.
- PEO4 Able to demonstrate entrepreneurial skills and recognize the need of life-long learning for career advancement.



## 9. Programme Outcomes :

Upon the completion of the programme, graduates will be able to:

- PLO1 Demonstrate the basic knowledge in Information Technology and computer network to support demand in the work place as a network professionals.
- PLO2 Critically analyse and interpret operational issues or informations to support organization's ICT operations.
- PLO3 Demonstrate technical and innovative abilities in an integrated and cohesive manner.
- PLO4 Display effective negotiation, collaborative and advisory skills.
- PLO5 Communicate clearly ideas, information, problems and solutions both in spoken and written to others including peers, experts and non-experts.
- PLO6 Integrate a wide range of resources to provide solutions for organizational operation issues.
- PLO7 Demonstrate skills to process numerical data to support works or study.
- PLO8 Demonstrate dynamic leadership skills and ability to perform works with high personal responsibility and autonomy.
- PLO9 Display enthusiasm for independent learning, intellectual and self-development.
- PLO10 Display relevant entrepreneurial skills.
- PLO11 Demonstrate adherence to legal, ethical and professional code of practice at work and within the community.

## 10. Career Opportunities :

At the completion of the course graduates will have vocational pathways that can lead to employment or further study in:

Computer Support	Technical Support
IT installation and maintenance	Online Services
Network Engineer	Computer Technician
Web Site Developer	Help Desk Specialist
Programmer	Hardware/Software Installer
Software Trainer	Computer Sales Person

## 11. Awarding Body : Kolej Poly-Tech MARA

## 5.0 ACADEMIC PLANNER

ACTIVITY	DAY / WEEK
Registration (New Students)	Day 1
Orientation	Day 2
Lectures	Week 1 – 14
Revision Week	4 Days
Final Examination	2 Weeks
Semester Break	2 Weeks

Note: Actual calendar will be distributed during registration.

### The Academic Calendar for KPTM has the following features:

- The first semester of the academic year begins in July.
- The second semester of the academic year begins in November.
- The 2 weeks of final exam period, with 4 days for exam preparation between the end of instruction and the beginning of finals.
- The College reserves the right to make any changes to the academic calendar when necessary. You are advised to read notices at all times.

## 6.0 ACADEMIC REGULATIONS

- All KPTM students are subjected to the Academic Rules and Regulations as outlined in the **Buku Peraturan Akademik KPTM 2022**. A copy of this booklet will be given to every student upon registration.
- All KPTM students pursuing academic programmes in collaboration with local or foreign partner institutions are also subjected to the rules and regulations of the partner institutions. A copy of this booklet will be given to students of the respective program during the Academic Briefing within the Induction Week.

**7.0 PROGRAMME STRUCTURE – DIPLOMA IN COMPUTER SYSTEM AND NETWORKING (CC103)**

YEAR	SEM	COURSE CODE	COURSE NAME	COURSE STATUS	CREDIT HOURS	PRE REQ
YEAR 1	SEMESTER 1	TSE1363	FUNDAMENTALS OF PROGRAMMING	CORE MODULE	3	NONE
		TTS1363	INTRODUCTION TO INFORMATION TECHNOLOGY	CONCENTRATION	3	NONE
		TCS2073	OPERATING SYSTEMS	CORE MODULE	3	NONE
		HES1013	ENGLISH SKILLS 1	IPT MODULE	3	NONE
		TNW2033	DATA COMMUNICATION CONCEPT	CORE MODULE	3	NONE
		TNW2213	INTRODUCTION TO NETWORKS	CONCENTRATION	3	NONE
YEAR 1	SEMESTER 2	TCS1063	COMPUTER ORGANISATION AND ARCHITECTURE	CORE MODULE	3	NONE
		HES1023	ENGLISH SKILLS 2	IPT MODULE	3	HES1013
		TDM1023	COMPUTING MATHEMATICS	CORE MODULE	3	NONE
		TTS2213	DATABASE CONCEPTS	CORE MODULE	3	NONE
		TNW2163	SYSTEM ADMINISTRATION 1	CONCENTRATION	3	NONE
		TNW2223	ROUTING AND SWITCHING ESSENTIALS	CONCENTRATION	3	TNW2213
YEAR 1	SEMESTER 3	TSE3533	PROGRAMMING IN PYTHON	CONCENTRATION	3	NONE
		MPU2183	PENGHAYATAN ETIKA DAN PERADABAN	MPU MODULE	3	NONE
		MPU2133	BAHASA MELAYU KOMUNIKASI 1			
		MPU2213	BAHASA KEBANGSAAN A	MPU MODULE	3	NONE
		MPU2223	STUDY SKILLS			
		MPU2273	PUBLIC COMMUNICATION SKILLS			
YEAR 2	SEMESTER 1	TSE2463	OBJECT ORIENTED SYSTEM ANALYSIS AND DESIGN	CORE MODULE	3	NONE
		TNW2173	SYSTEM ADMINISTRATION 2	CONCENTRATION	3	TNW2163
		TNW3233	SCALING NETWORKS	CONCENTRATION	3	TNW2223
		TSE2443	OBJECT ORIENTED PROGRAMMING	CORE MODULE	3	NONE
		PEN2383	DIGITAL ENTREPRENEURSHIP	IPT MODULE	3	NONE
		TSE2483	MOBILE APPS DEVELOPMENT	ELECTIVE MODULE	3	NONE
		TSE2543	WEB PROGRAMMING AND APPLICATION			NONE

YEAR	SEM	COURSE CODE	COURSE NAME	COURSE STATUS	CREDIT HOURS	PRE REQ
YEAR 2	SEMESTER 2	MPU2412	KHIDMAT MASYARAKAT 1	MPU MODULE	2	NONE
		MPU2422	PENGURUSAN MASJID			NONE
		MPU2432	SPORTS EVENT MANAGEMENT 1			NONE
		TNW3103	WIRELESS NETWORK	ELECTIVE MODULE	3	NONE
		CIM1063	INTRODUCTION TO MULTIMEDIA			NONE
		TNW3243	CONNECTING NETWORKS	CONCENTRATION	3	TNW3233
		TNW3203	CYBERSECURITY ESSENTIALS	CONCENTRATION	3	NONE
		TTS3293	IT PROJECT	CONCENTRATION	3	NONE
		TDM3093	CALCULUS AND ALGEBRA	CORE MODULE	3	NONE
YEAR 2	SEMESTER 3	MPU2313	PENGAJIAN ISLAM	MPU MODULE	3	NONE
		MPU2343	PEMBANGUNAN PEMUDA			NONE
		TQM1063	INTRODUCTION TO STATISTIC AND DATA ANALYSIS	CONCENTRATION	3	NONE
		HFM1023	INTRODUCTION TO MANDARIN	ELECTIVE MODULE	3	NONE
		HFA1033	BAHASA ARAB ASAS			NONE
YEAR 3	SEMESTER 1	TTS3284	INDUSTRIAL TRAINING	INDUSTRIAL TRAINING	4	Pass all courses with minimum CGPA 2.0
<b>GRAND TOTAL</b>					<b>93</b>	
<b>GRADUATION REQUIREMENT</b>					<b>93</b>	

## 8.0 COURSE INFORMATION

### SEMESTER 1 YEAR 1

#### **TSE1363: FUNDAMENTALS OF PROGRAMMING**

**Pre-requisite: None**

This course mainly focuses on the fundamentals of writing computer program, analysing simple computer problems, write the solution in the form of algorithm, and finally transfer the algorithm into executable program codes. In addition, this course also introduced the selected programming language as the basic programming tools to help student understand and experience the input and output activity and the process of producing a simple computer program.

#### **TTS1363: INTRODUCTION TO INFORMATION TECHNOLOGY**

**Pre-requisite: None**

This subject covers the use of personal computers in terms of their hardware and software in theory and its usage through hands on. The students will be exposed to the computer hardware, such as input output devices, system unit, secondary storage, communication media and its component, internet technologies and current issues in Information Technology. In the aspect of hands on, student will be exposed to the system and application software such as word processor, spreadsheet and presentation software.

#### **TCS2073: OPERATING SYSTEMS**

**Pre-requisite: None**

This module is intended to provide students with the concepts of design and implementation of computer systems. It explains what operating systems are and what they do. It also introduces to the students the issues and techniques of resources management and protection, and shows how computer system manages processor, memory and secondary storage to be used by the process in an efficient manner.

#### **HES1013: ENGLISH SKILLS 1**

**Pre-requisite: None**

This course is designed to develop students' communicative ability which is also to prepare their readiness in future English courses. Students are exposed with two main English language skills; Speaking and Writing while. This course is also aimed to provide students with the opportunity to improve their command of English communication besides building their confidence in conversing in the language.

#### **TNW2033: DATA COMMUNICATION CONCEPT**

**Pre-requisite: None**

This course exposes fundamental concepts in a manner that discusses the components of data communication, the hardware and distributed processing/computer networking. The subject also covers widen technologies available in data communication, mechanism underlying telecommunications and networking.

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### **TNW2213: INTRODUCTION TO NETWORKS**

**Pre-requisite: None**

This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum.

## **SEMESTER 2 YEAR 1**

### **TCS1063: COMPUTER ORGANISATION AND ARCHITECTURE**

**Pre-requisite: None**

This course introduces basic of computer architecture, numbering system, logic circuit design processing unit, computer memory system, input and output, and parallel processing.

### **HES1023: ENGLISH SKILLS 2**

**Pre-requisite: HES1013**

The course provides students with general capacity to a level that enables them to use English in their social and professional environment. Students are also expected to focus on understanding any kind of reading materials through the listening activities conducted. This course is also to develop students' general capacity to a level that enables them to use English in social and professional situations.

### **TDM1023: COMPUTING MATHEMATICS**

**Pre-requisite: None**

This course introduces the basic discrete mathematics that is required in the contemporary aspects of computing. The topics covered are set theory, fundamental principles of counting, relation and function, graph, logic, mathematical induction and recursion.

### **TTS2213: DATABASE CONCEPTS**

**Pre-requisite: None**

This course provides an intermediate level of knowledge into how database concepts are used commercially. It provides an introductory study of database theory, design and management.

### **TNW2163: SYSTEM ADMINISTRATION 1**

**Pre-requisite: None**

This course will introduce Linux commands commonly used by entry level Linux system administrator or end users to achieve their day-to-day work in a Linux environment. It will use Debian Distro as the teaching tools.

### **TNW2223: ROUTING AND SWITCHING ESSENTIALS**

**Pre-requisite: TNW2213**

This course provide information for small network architecture, components, and operations of routers and switches. It also gives the student skills in configuring and troubleshooting router and switches.

## SEMESTER 3 YEAR 1

### **TSE3533: PROGRAMMING IN PYTHON**

**Pre-requisite: None**

This course introduces computer programming in Python. Students will solve programming problems using procedural programming constructs such as loop, branching structures, and functions. Student will write programs that are testable and maintainable (using good programming style, naming conventions, and comments).

### **MPU2183: PENGHAYATAN ETIKA DAN PERADABAN**

**Pre-requisite: None**

Kursus ini mempersiapkan pelajar untuk menghayati etika dan peradaban yang wujud dalam masyarakat kepelbagaian etnik di Malaysia untuk memperteguhkan pemikiran kritikal dan analitikal mereka bagi menangani kehidupan yang lebih mencabar. Pengisian kursus ini memfokuskan kepada penghayatan etika dan peradaban dalam acuan Malaysia.

### **MPU2133: BAHASA MELAYU KOMUNIKASI 1**

**Pre-requisite: None**

Kursus ini ditawarkan kepada pelajar luar negara bagi membantu mereka dalam aspek berkomunikasi. Ia lebih menekankan kaedah penggunaan bahasa yang mudah serta dapat membantu dalam aktiviti kehidupan harian mereka. Pelajar juga akan dapat menggunakannya untuk membuat rujukan bahan-bahan akademik dalam bahasa Melayu.

### **MPU2213: BAHASA KEBANGSAAN A**

**Pre-requisite: None**

Kursus ini mencakupi pengenalan kepada bahasa Melayu, prinsip sebutan dan intonasi, sistem ejaan dan tatabahasa Melayu, prinsip pengucapan awam, kepelbagaian teks, prosa, puisi dan penulisan teks atau wacana sama ada berformat atau tidak berformat.

### **MPU2223: STUDY SKILLS**

**Pre-requisite: None**

Study Skills is designed to help students improve their study skills and develop their ability to use it. This subject is also geared to provide the students with the awareness on the knowledge and tools that the students need in order to build the skills for lifelong learning. In addition, it will guide the students in understanding what they can do to be a more efficient and effective learner. The learning strategies taught in this course are meant to be used for learning tasks in class, work and in their personal lives.

### **MPU2273: PUBLIC COMMUNICATION SKILLS**

**Pre-requisite: None**

This course is designed to help the students to enhance communication skills which can be applied to the real world. In addition, the course will help the students to boost their confidence level to speak in public and learn on how to inform and persuade effectively.



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**SEMESTER 1 YEAR 2**

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**TSE2463: OBJECT ORIENTED SYSTEMS ANALYSIS AND DESIGN**

**Pre-requisite: None**

This course provides student with the concept and skills of system analysis and design methods, techniques and tools that used in organizing information which include the use of UML Diagrams in structuring the system requirement. Student were also introduced on managing the project, analyze, develop and document the project, design prototype, implement and maintain the information system.

**TNW2173: SYSTEM ADMINISTRATION 2**

**Pre-requisite: TNW2163**

This course aim to train the students in deploying and configuring Linux at entry level system admin.

**TNW3233: SCALING NETWORKS**

**Pre-requisite: TNW2223**

This course describes the architecture, components, and operation of routers and switches in a larger and more complex network. Students learn how to configure routers & switches for advanced functionality.

**TSE2443: OBJECT ORIENTED PROGRAMMING**

**Pre-requisite: None**

This course aims to introduce students with the basic concepts of object-oriented programming and develop students' algorithmic problem solving skills. It emphasizes a deeper understanding of object-oriented program implementation, advanced features of object-orientation such as inheritance, polymorphism, abstract classes, interface and file input/output.

**PEN2383: DIGITAL ENTREPRENEURSHIP**

**Pre-requisite: None**

This course examines the theory and practices of promoting online businesses in new and existing firms. It explores means to gain break through products and services. Students will develop business folios as a useful tool in designing business plan.

**TSE2483: MOBILE APPS DEVELOPMENT**

**Pre-requisite: None**

This course mainly focuses on the fundamental development of mobile application. As a project-oriented course it examines the principles of mobile application design and introduces development tools. Student will understand and experience the structure of mobile application development process and how to publish the application. Students are expected to work on a project that produces a quality mobile application.

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### **TSE2543: WEB PROGRAMMING AND APPLICATION**

**Pre-requisite: None**

This course will guide students to use hypertext mark-up language (HTML), Java Script, Cascading Style Sheet (CSS), graphical web authoring tools, HyperText Pre Processor (PHP) language and MySQL database to create a dynamic web page and online database application.

## **SEMESTER 2 YEAR 2**

### **MPU2412: KHIDMAT MASYARAKAT 1**

**Pre-requisite: None**

Modul ini memberi peluang kepada pelajar untuk memahami kursus khidmat masyarakat berdasarkan pengalaman praktikal bersama masyarakat setempat dengan melibatkan bersama agensi sukarelawan. Di akhir kursus ini pelajar memperoleh kecekapan dalam mengurus sesuatu program kemasyarakatan melalui kemahiran insaniah seperti menyelesaikan masalah dan kerjasama dalam kumpulan.

### **MPU2422: PENGURUSAN MASJID**

**Pre-requisite: NONE**

Kursus ini memberi peluang kepada pelajar memahami secara mendalam peranan dan fungsi institusi masjid di samping memberi pendedahan kepada pelajar tentang peranan dan etika kerjaya pentadbiran institusi tersebut melalui aktiviti yang dijalankan.

### **MPU2432: SPORTS EVENT MANAGEMENT 1**

**Pre-requisite: None**

The course introduces students to sports event management and focuses on the details required when planning a specific sports event. Emphasis is placed on the planning of events, beginning with research into selecting the right event, event themes, site selection, task and responsibility checklists, organizational committee structures, budgeting, advertising and promotion, and event administration.

### **TNW3103: WIRELESS NETWORK**

**Pre-requisite: None**

Introduce the students to wireless LAN RF, functions of wireless LAN components in term of knowledge and practical skills. In addition, the students will also identify security issues and solutions involved in wireless LAN.

### **CIM1063: INTRODUCTION TO MULTIMEDIA**

**Pre-requisite: None**

This course introduces the essential topics in multimedia application development. It includes concepts in creating and integrating media elements such as audio, video, animation, text and graphics. It also comprises topics for choosing appropriate platform delivery for post production.

**TNW3243: CISCO DISCOVERY 4**  
**Pre-requisite: TNW3233**

This course discusses the WAN technologies and network services required by converged applications in a complex network.

**TNW3203: CYBERSECURITY ESSENTIALS**  
**Pre-requisite: None**

This course develops foundational understanding of cybersecurity and how it relates to information and network security. The course also introduces students to the concepts and characteristics of cyber crime, security principles, technologies, and procedures to defend networks. Students will be able to build technical and professional skills to pursue careers in cybersecurity.

**TTS3293: IT PROJECT**  
**Pre-requisite: None**

This module requires students to develop IT solution for multimedia application, website/mobile application, system, network, Internet of Things (IoT) or any computer based related project. The project solution and final report will be presented and evaluated. It gives an opportunity to demonstrate skills in problem solving, critical thinking and creativity in identifying, creating, designing, testing, implementing and producing documentation of the project.

**TDM3093: CALCULUS AND ALGEBRA**  
**Pre-requisite: None**

This course covers basic techniques in matrix theory which are essential for analysing linear systems, limit and continuity, differentiation and integration.

**SEMESTER 3 YEAR 2**

**MPU2313: PENGAJIAN ISLAM**  
**Pre-requisite: None**

Kursus ini merupakan antara mata pelajaran umum yang disyaratkan oleh Kementerian Pengajian Tinggi. Kursus ini merangkumi empat bahagian iaitu;

- A. Islam dan Konsep-konsep Asas.
- B. Islam Sebagai Peradaban dan Tamadun.
- C. Institusi-institusi yang terdapat di dalam Islam
- D. Islam dan Cabaran Semasa.

Selain itu, subjek ini memberi penerangan kepada pelajar mengenai tasawwur Islam secara tepat yang menyumbang kepada pembangunan ummah. Ia juga menghurai kan keupayaan Islam dalam menangani pelbagai cabaran yang dihadapi oleh masyarakat Malaysia.

### **MPU2343: PEMBANGUNAN PEMUDA**

**Pre-requisite: None**

Pendidikan Etika dan Nilai ini disediakan untuk melahirkan insan berakhlak mulia, menghayati nilai-nilai murni secara bersepadu dalam kehidupan, ciri-ciri belia negara dan aspek menyatupadukan masyarakat pelbagai kaum berdasarkan kepada nilai-nilai moral sejagat. Usaha ini selaras dengan falsafah Pendidikan Negara yang berhasrat melahirkan insan berilmu pengetahuan, berakhlak mulia, bertanggungjawab, membina jati diri belia berasaskan nilai-nilai murni dan berkeupayaan mencapai kebahagiaan diri serta memberi sumbangan berkesan kepada kesejahteraan masyarakat dan Negara.

### **TQM1063: INTRODUCTION TO STATISTIC AND DATA ANALYSIS**

**Pre-requisite: None**

A course designed to emphasize the basic concept of statistics and probability. Topics include descriptive statistics, data presentation, correlation, regression, probability, probability distribution, estimation and hypothesis testing.

### **HFM1023: INTRODUCTION TO MANDARIN**

**Pre-requisite: None**

This course covers information to the Chinese universal pronunciation system (Hanyu Pinyin), Chinese simplified characters, basic speaking, listening, writing and reading skills for communicate purposes on selected topics in daily life.

### **HFA1033: BAHASA ARAB ASAS**

**Pre-requisite: None**

Kursus ini akan mendedahkan kepada pelajar perkara-perkara asas dalam bahasa Arab seperti huruf-huruf hijaiyyah, tatabahasa dan empat kemahiran bahasa (mendengar, membaca, menulis dan bertutur). Kursus ini juga melatih pelajar melengkap dan membina ayat-ayat mudah dan dialog-dialog ringkas dalam Bahasa Arab berdasarkan situasi tertentu.

## **SEMESTER 1 YEAR 3**

### **TTS3284: INDUSTRIAL TRAINING**

**Pre-requisite: Passes all courses with minimum CGPA 2.0**

The purpose of this module is to expose students to the real working environment. Student will be placed in appropriate local industry or Government Corporation in the final semester and will be exposed to the real working environment relevant to their field of study. Student must produce a report and present on the industrial training that they have undergone. Each student will be supervised by an academic supervisor and an industrial supervisor.

## 9.0 KPTM TOP MANAGEMENT GROUP

**EN ABDUL AZMI BIN ABDUL AZIZ**

*Acting as Chief Executive Officer*

**EN MOHD SAHIDI BIN YAAKOB**

*Deputy President of Academic*

**EN RAMLI BIN MOHD JAWI**

*Deputy President of Student Affairs*

**PROF. DR. ABDUL RAHIM BIN ABDUL RAHMAN**

*Vice Chancellor*

*KUPTM Kuala Lumpur*

**EN MOHAMED SAIFUDDIN BIN HUSSIN**

*Senior Director*

*Corporate Planning Department*

**EN MOHD YUSOFF BIN MAT ALI**

*Senior Director*

*Human Resources Department*

**PN AZLINA BT YUSOF**

*Senior Director*

*Finance Department*

**EN MOHD ZAIDI BIN ZAKARIA**

*Senior Director*

*Logistic and Asset Department*

**EN MOHD ASRI BIN MOHAMMAD**

*Director*

*Information Technology Department*

**EN SAIFULKAHAR BIN SHARIFF**

*Director*

*Department For Continuing Education*

**10.0 STUDY PATH**

**LALUAN PENDIDIKAN**



## 11.0 KPTM SONG

### **KPTM GEMILANG**

*Kepada negara, kita curahkan bakti setia  
Putra putrinya tekad menjunjung obor ilmu  
Taat agama, kaya bangsanya yang berdaulat  
MARA ke arah matlamat negara yang maju*

*Sehati dan sejiwa  
Menuju puncak jayanya  
Bangsaku gemilang*

*Di mana ku berada  
Namamukan tersemat dijiwa  
Penuh rasa bangga*

*Kepada negara, kita curahkan bakti setia  
Putra putrinya tekad menjunjung obor ilmu*

*Semangat nan membara  
Obor ilmu dinyala  
untuk menyuluh dunia*

*Di mana ku berada  
Namamukan tersemat dijiwa  
Penuh rasa bangga*

*Dengan cogan kata  
Amanah, Teguh dan Dirahmati  
Seia sekata  
KOLEJ POLY-TECH MARA  
Capai segala wawasan!*



**KOLEJ UNIVERSITI POLY-TECH MARA**

Jalan 6/91, Taman Shamelin Perkasa  
56100 Cheras, Kuala Lumpur  
T : 03-9281 9700  
F : 03-9281 5764

**KOLEJ POLY-TECH MARA Kuantan**

KM8, Jalan Gambang  
25150 Kuantan, Pahang  
T : 09-536 6701 / 6513 / 6514  
F : 09-536 6515

**KOLEJ POLY-TECH MARA Bangi**

Seksyen 14, Bandar Baru Bangi  
43650 Bangi, Selangor  
T : 03-8925 9776  
F : 03-8925 7045

**KOLEJ POLY-TECH MARA Kota Bharu**

PT669-679 (Blok 37)  
Seksyen 17, Bandar Kota Bharu  
15050 Kota Bharu, Kelantan  
T : 09-746 2020 / 2021 / 2120  
F : 09-747 7877

**KOLEJ POLY-TECH MARA Alor Setar**

Tingkat 1  
Kompleks Perniagaan MARA Mergong  
Seberang Jalan Putra  
05150 Alor Setar, Kedah  
T : 04-730 9255  
F : 04-734 1244

**KOLEJ POLY-TECH MARA Batu Pahat**

Lot 55194 (Ptd 53869) Jalan Gading Emas  
4, Taman Gading Emas, Seri Gading  
83300 Batu Pahat  
Johor  
T : 07- 4559902/07-4556729  
F : 07- 4559562

**KOLEJ POLY-TECH MARA Ipoh**

No 154295 Wisma SSI  
Jalan Sultan Abdul Jalil  
Greentown  
30450 Ipoh, Perak  
T : 05-242 1003  
F : 05-242 1002



