

LECTURE PLAN								
1.	Name of Course:	Bachelor's Degree Project I (BDP I)						
	Course Code:	BPA 31902						
2.	Synopsis:	This course covers six parts include: Introduction to PSM; introduction to research; formulation of research problem, literature review and research proposal, submission of research title proposal and BDP I seminar, and writing process of research proposal report for Chapter 1, 2 and 3.						
3.	Name(s) of Academic Staff:	BPA-Dr. Aisyah Bt. Salim BPB-Dr. Norasmiha Bt. Mohd Nor BPC-Prof Madya Dr. Aryani Bt. Ahmad Latiffi BPD-Pn. Haidaliza Bt. Masram BPP- Ts. Dr. Mohamad Ali Bin Selimin						
4.	Semester and Session Offered:	Semester	2		Session	2020/2021		
5.	Credit Value:	2 credits		Lecture (hour/week)	0			
				Tutorial (hour/week)	0			
				Practical (hour/week)	4 hours/week			
				Others	0			
6.	Pre-requisite (if any):	NIL						
7.	Course Learning Outcomes (CLO): At the end of the course, students will be able to: <i>Example:</i> Explain the basic principles of risk management (C2, PLO1)							
	CLO 1	Carry out analytical research proposal in the Business and Technology Management field (CLO4, PLO1, LOD 1).						
	CLO 2	Execute a systematic process to identify a research problem in the field of Business and Technology Management (LOD 4, PLO2, P4).						
	CLO 3	Express issue and method that are feasible to be used in the study (LOD, PLO4, A3)						
8.	Mapping of Course Learning Outcomes (CLO) to Programme Learning Outcomes (PLO), Delivery and Assessment Methods:							
	Course Learning Outcomes (CLO)	Programme Learning Outcomes (PLO)				Delivery Method	Assessment Method	KPI
		PLO1	PLO2	PLO4				
	CLO 1	/				Online Lecture, Supervision	BDP I Report	50% of students achieved 55 marks and above
	CLO 2		/			Online Lecture, Supervision	e-Log book	
CLO 3			/		Online Lecture, Supervision	Seminar Paper presentation		
<i>Indicate the relevancy between CLO and PLO by ticking “/” at the appropriate relevant box.</i>								
9.	Transferable Skills (if applicable): (Soft skills learned in the course which can be utilized in student development)	1	Practical					
		2	Critical thinking and problem solving					
		3						
		n						
10.	Distribution of Student Learning Time (SLT):							

Week	Course Content Outline	CLO	Teaching and Learning Activities						SLT
			Guided Learning (F2F)				Guided Learning (NF2F), eg. e-learning	Independent Learning (NF2F)	
			L	T	P	O			
1	PART 1: INTRODUCTION TO BDP 1.0 Explanation of PSM I implementation and coordination	CLO 1	-	-	1	-	1	1	3
2	PART 2 : SUPERVISION AND INTRODUCTION TO RESEARCH 2.0 Briefing from Library staff 2.1 Research concept 2.2 Identifying research Problem 2.3 Important steps in conducting a research 2.4 Summary 2.5 Student submits proposed research titles 2.6 Titles will be collected and evaluated by panels and subsequently distributed to coordinator (according to field	CLO 1 CLO 2	-	-	2	-	1	1	4
3-4	PART 3 : SUPERVISION AND FORMULATION OF RESEARCH PROBLEM, LITERATURE REVIEW AND RESEARCH PROPOSAL 3.0 Research problem formulation 3.1 Literature review 3.2 Research proposal 3.3 Summary	CLO 1 CLO 2 CLO 3	-	-	4	-	3	7	14
5-7	PART 4 : SUBMISSION OF RESEARCH TITLE PROPOSAL AND PRESENTATION OF RESEARCH TITLE PROPOSAL FOR BDP I 4.0 Submission of research title proposal to supervisor (to be reviewed) 4.1 Submission of research	CLO 1 CLO 2 CLO 3	-	-	2	-	2	6	10

	title proposal to coordinator 4.2 Submission of research title proposal to panels 4.3 Presentation of research title proposal (Online) 4.4 Correction or improvement of research title proposal								
8	CUTI PERTENGAHAN SEMESTER (09/05/2021-13/05/2021)								
9-10	PART 5 : SUPERVISION DAN WRITING PROCESS OF RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 5.0 Writing of research proposal report 5.1 Research methodology 5.2 Sampling and research scope 5.3 Summary	CLO 1 CLO 2 CLO 3	-	-	2	-	2	4	8
11-15	PART 6 : SUBMISSION OF SEMINAR PAPER AND RESEARCH PROPOSAL REPORT FOR CHAPTER 1, 2 AND 3 6.0 Submission of seminar paper and research proposal report to supervisor (to be reviewed) 6.1 Submission of seminar paper to Coordinator 6.2 Submission of seminar paper to panels 6.3 Presentation of seminar paper for Chapter 1, 2 & 3 (Online) 6.4 Correction or improvement of research proposal report for Chapter 1, 2 & 3 6.5 Submission of e-log book to supervisor	CLO 1 CLO 2 CLO 3	-	-	4	-	4	10	18
Total									57
Continuous Assessment		CLO	Percentage (%)	F2F			NF2F		SLT
1	e-log book	CLO 2	10	0			7		7

2	Seminar Paper	CLO 3	10	0	4	4
3	Online Seminar	CLO 3	15	2	0	2
Total						13
Final Assessment		CLO	Percentage (%)	F2F	NF2F	SLT
1	BDP I Report	CLO 1	65	0	10	10
Total						10
GRAND TOTAL SLT						80
<p>where, L = Lecture, T = Tutorial, P = Practical/Laboratory, O = Others, F2F = Face to Face, NF2F = Non Face to Face.</p>						
11.	Special Requirement to deliver the course:	Statistical Package for Social Sciences (SPSS)				
12.	References (including required and further readings):	<ol style="list-style-type: none"> 1. Thesis Writing Guide Universiti Tun Hussein Onn Malaysia. (2012). 4th ed. UTHM: Centre for Graduate Studies. 2. Cooper, D. R. & Schindler, P. S. (2014). Business Research Methods. 12th ed. Boston: McGraw-Hill. 3. Creswell, J. W. (2014). Research design: Qualitative, quantitative, and mixed method approaches. 4th ed. Los Angeles, California: SAGE 4. Saunders, M., Lewis, P. & Thornhill, A. (2009). Research methods for business students, 7th ed. England: Pearson Education Limited. 				
13.	Other Additional Information:					
14.	Attendance and Regulations:	<ol style="list-style-type: none"> 1. The BDP must be completed within the time frame of TWO (2) consecutive semesters with exception of the followings: <ol style="list-style-type: none"> (i) If the student fails BDP I, he/she is required to REPEAT the course. The student may use the same topic or change to a new topic. (ii) If a student has completed all the courses in the final semester but has not completed BDP II, he/she is required to extend his/her study for another semester in order to complete it. (iii) If a student who is suspended because his/her GPA < 1.0 and his/her CPA >= 2.0, he/she is allowed to continue his BDP II upon registration in the following semester. 2. Student is COMPULSORY to have meeting/consultation with supervisor in each semester AT LEAST SEVEN (7) TIMES BEFORE presenting in the seminar. If fail to do so, student can be barred from presenting in the seminar and automatically received E GRADE. 3. The e-log book must be submitted to the Supervisor and/or Co-supervisor (if any) for review and verification at least ONCE in TWO WEEKS period. 4. The e-log book must be submitted to the Supervisor and/or Co-supervisor (if any) with the BDP I Report or BDP II final 				


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		<p>draft for the purpose of evaluation and grading.</p> <ol style="list-style-type: none"> 5. If the submission with respect to the BDP E-LOG BOOK/ BDP I REPORT/ BDP II FINAL DRAFT is not accordingly adhered to, the students concerned will be considered as FAILED. On the other hand, if the submission with the respect to the BOUND BDP REPORT is not accordingly adhered to, the result will be SUSPENDED until the student fulfils all the conditions set out by the Faculty and UTHM. 6. PLAGIARISM in any form is unacceptable and will be treated seriously by the faculty. 7. Permission to write BDP report in English is subject to Faculty requirements and approval from Deputy Dean (Academic & Internationalization). 8. Student must follow and obey all the University dress rules and regulations and must discipline themselves to avoid any disciplinary action. 9. Student must obey safety regulations during the learning and teaching process.
15.	Prepared by: Name: PM. DR. HARYATI SHAFII Position: COURSE COORDINATOR Date: 14 March 2021	Verified by: Name: PM. SR. DR. AZLINA MD YASSIN Position: TDAA Date: 14 March 2021