



**UNIVERSITI TEKNOLOGI MARA
FACULTY OF INFORMATION MANAGEMENT**

**INDUSTRIAL TRAINING REPORT:
JABATAN KEHAKIMAN SYARIAH NEGERI KELANTAN
KOMPLEKS MAHKAMAH SYARIAH NEGERI KELANTAN
BANDAR BARU TUNJUNG, JALAN PASIR MAS – SALOR
15510 KOTA BHARU, KELANTAN**

SPECIAL PROJECT: SISTEM PAPARAN KES MAHKAMAH (SISPAM)

**BY
NIK NURSYAHIRAH BINTI NIK ZAIN
2013515401**

**IM245 – BACHELOR OF SCIENCE (HONS.)
INFORMATION SYSTEM MANAGEMENT
FACULTY OF INFORMATION MANAGEMENT
UNIVERSITI TEKNOLOGI MARA KELANTAN**

01 FEBRUARY 2017 – 30 JUNE 2017

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NIK NURSYAHIRAH BINTI NIK ZAIN

FACULTY SUPERVISOR

MADAM NOOR RAHMAWATI ALIAS

**REPORT SUBMITTED IN FULFILLMENT OF THE
REQUIREMENT FOR THE INDUSTRIAL TRAINING
FACULTY OF INFORMATION MANAGEMENT
UNIVERSITI TEKNOLOGI MARA KELANTAN**

01 FEBRUARY 2017 - 30 JUNE 2017

DECLARATION

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2013515401

Date of submission:
12 July 2017

ABSTRACT

Industrial training program offered by faculty of Information Management, University Technology Mara Kelantan Branch is an opportunity for undergraduate student to apply their theoretical knowledge gained during the university academic program into real world industrial. To fulfil the industrial training requirement, the students must undergo at least five (5) months training at the organization approved by the faculty based on the period from 1st February 2017 to 30th June 2017. In ICT department at Jabatan Kehakiman Syariah Negeri Kelantan(JKSNK), student has developed a system for the organization which is Sistem Paparan Kes Mahkamah (SISPAM). This system is developed because there is no such system has been developed at any Syariah court in Kelantan. This report also explains in detail about the system developed, basic information of the company that students are learning in the industry, activities throughout the training, the problems encountered and the solutions and the skills acquired by the staff during industrial training.

Keywords: Faculty of Information Management, industrial training, JKSNK, SISPAM, system developed

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“Bismillahirohmanirrohim”

Alhamdulillah, grateful to Almighty God who granted me health and long life for giving me the opportunity to finish my five month industrial training successfully and next finishing the industrial training report without major problems.

I would like to express my sincere gratitude to my organization supervisor, Miss Wan Faridah Hanum Binti Wan Yaacob for giving me the opportunity to follow my industrial training at Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK). She had the kindness to accept me in the organization and guide me through my industrial training with advice and feedback despite her busy schedule. Then, thanks to the rest of JKSNK staff for their support and guidance which helped me during my industrial training period.

Besides that, I also want to express my deepest thanks to faculty supervisor, Madam Noor Rahmawati Alias who is always there, helping and giving good advice throughout her supervision.

I also would like to thanks to my beloved parents for being supportive in finishing this industrial training report. They always are there when I needed, when I have to get through all the hardships, plus with the financial support during completing this industrial training report. And last but not least, special thanks to all my friends for sharing their experiences, time and commitment especially during finishing this internship program.

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CHAPTER 1

INTRODUCTION

1.1 Background of the Organization

Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK) was first established under Section 8 (1), (2), (3) and (4) Enactment Administration of Kelantan Syariah Court 1982 (Amendment 1998). The establishment on 16th July 1998 followed the Kelantan State Government Gazette Jld.51 No. 7 dated 26th March 1998. Before that, the Syariah Courts of Kelantan was under the office of Qadhi Besar and headed by Chief Qadi and then changed to Chief Judge started on 16th August 1998.

Jabatan Kehakiman Syariah Negeri Kelantan is located at Bandar Baru Tunjung, Jalan Pasir Mas-Salor, 15510 Kota Bharu Kelantan. The building is situated next to Audit Wisma of Kelantan State. Before this, the Jabatan Kehakiman Syariah Negeri Kelantan located in Kelantan Islamic Religious Affairs (JAHEIK) then moved to the new building in Bandar Baru Tunjung in 2013.



Figure 1: Building of Jabatan Kehakiman Syariah Negeri Kelantan

1.1.1 Motto, Vision and Mission

Motto

“Syariah is a Basis of Justice”

Vision

To make a central agency that is competent to realise the standardisation of the Islamic legal system to uphold justice.

Mission

To streamline the provisions of Islamic law throughout the country and manage appeal cases effectively and systematically.

1.1.2 Objectives

The objectives of Jabatan Kehakiman Syariah Negeri Kelantan are:

2. To establish Islamic Law related to administration.
3. To set a standard practice for Syariah Court that would be adopted by all States.
4. To ensure that all states use the Gunasama Service Scheme for Syariah Officer.
5. To ensure that the Appeal Court cases are managed in a fair, efficient and organised manner.
6. To maximise the use of information technology systems widely to facilitate smooth running of administration.

1.1.3 Functions

In accordance with the purpose of its establishment to make Kelantan Syariah Court as a body or agency that capable of resolving disputes and enforcing the enforcement of Islamic Law on all Muslims, the functions of Jabatan Kehakiman Syariah Negeri Kelantan are:

- To formulate policies and strategies to improve a standardised organisational performance of the Court in all states;
- To coordinate the Islamic judiciary system and Islamic judicial procedures for adopted by all states;
- To guard and evaluate the programmes and activities by the State Syariah Court that accept the *Gunasama* Service Scheme for Syariah Officers;
- To administer and coordinate the rules, ethics and practice directions as well as procedures for all syariah officers and staff of the State Syariah Court;
- To manage the requirement and development of qualified human resource that meets the demand of the system;
- To administer and coordinate the use of electronic information systems at JKSM and the State Syariah Court;
- To develop a Resource Centre on Syariah judiciary and judicial system that provides academic reference materials to the Syariah Officers nationwide as well as to the public;
- To implement research on legal and judicial system in accordance with the development of syariah Muslims in the country in terms of social;

- To structure and implement the training programmes to develop all of Syariah Officers and staff who perform the duties whether at State Syariah Courts, Legal Aid Bureau, Islamic Religious Department or other agencies that have a number of Syariah judiciary posts;
- To manage appeal cases at the State Syariah Courts effectively and systematically based on national judiciary and state enactments.

1.1.4 Logo of Organization



Figure 2: Logo of JKSNK

- a) Letters
- JKSN Kelantan stands for Jabatan Kehakiman Syariah Kelantan.
 - The letter J has been developed with the purpose of authoritative department in systematic handling and management.
 - The letter 'K' 'N' 'N' has been merged, a symbol to the standardization of the legal system
 - Islam for the sake of justice, 'Fair, Efficient and Organized'.

b) Colour

- Yellow: Represents the union Sultan Sovereign, meaning cooperation between superiors and subordinates existing intertwined and helping each other.
- Green / Red: It symbolizes the firmness of the judicial system in handling cases in a fair, efficient and orderly manner Islamic.

c) Jawi font

- The use of Jawi writing is one of the agencies that maintain the heritage of Islam.

1.2 Organizational Structure

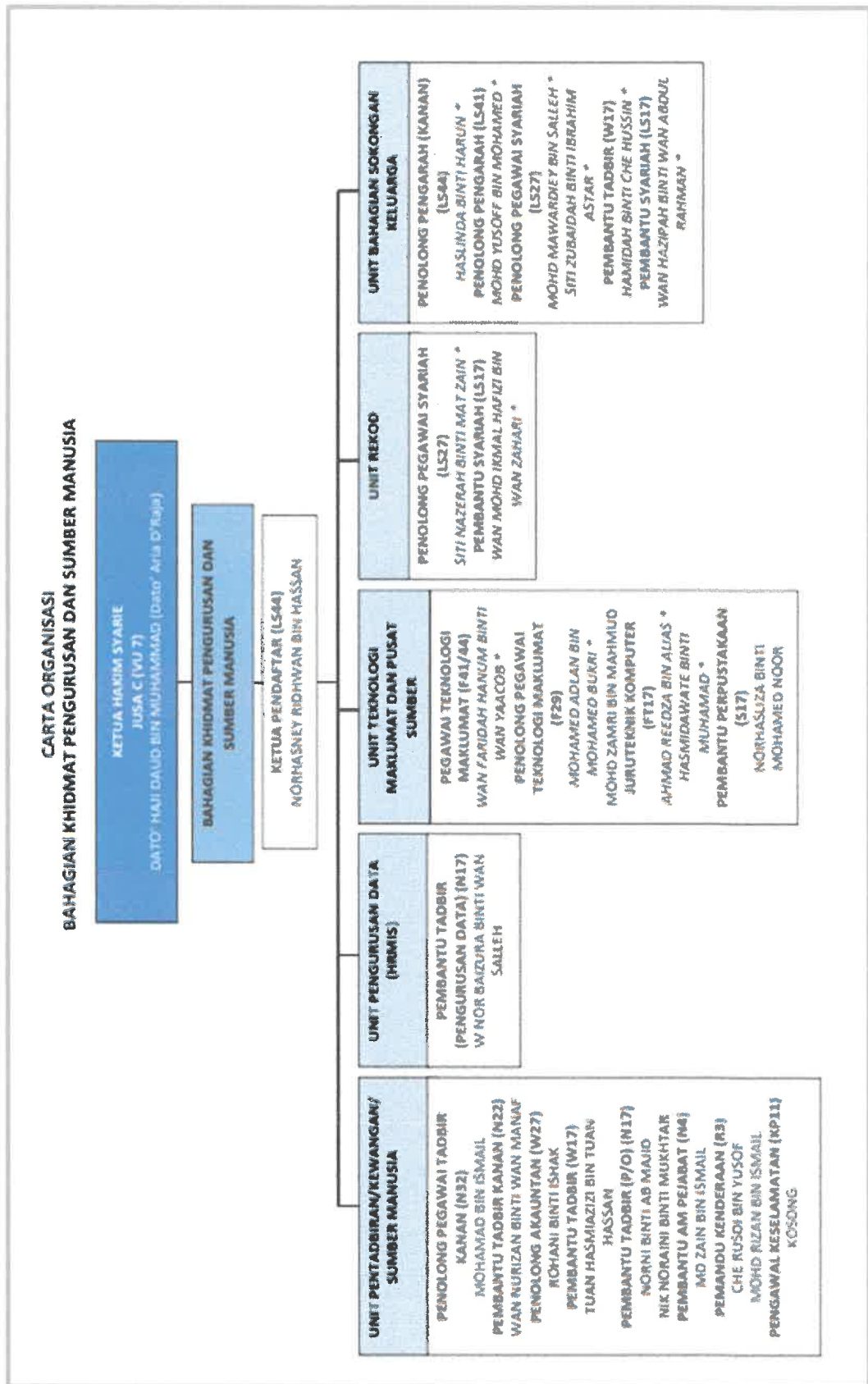


Figure 3: Organizational chart of JKS NK

CHAPTER 2

ORGANIZATION INFORMATION

2.1 Department Structure

There are four departments and two units in Jabatan Kehakiman Syariah Negeri Kelantan. The department included Administration and Finance Department, Judiciary Department, Information and Technology Department and Family Support Department. The two units are SULH Unit and Records Unit.

ICT Department of Jabatan Kehakiman Syariah Negeri Kelantan is one of the parts under Management Sector. Where officers and staff of the department is to be supplied by the Federal Government and the State Government through the Department Of Syariah Judiciary Malaysia to provide ICT support services to the citizens JKSNK and responsible for the development and coordination of ICT in JKSNK.

This department is headed by an Information Technology Officer F41 / 44 and is assisted by two Assistant Officer F29 and two (2) the FT17 Computer Technician. The department has four (4) main functions to support the ICT-related matters, namely ICT Planning, Technical and Operations, Application Management and Application Security. All four of these functions are led by Information Technology Officer F41.

2.1.1 Vision and Mission

Vision

To make ICT as the main driver for JKSNK's ICT Development.

Mission

Providing ICT services effectively, efficiently and safely to ensure effectiveness in the management of safety in JKSNK.

2.1.2 Objectives

1. To coordinate, monitor and improve the use of the latest computer technology to all officers and staff at the Jabatan Kehakiman Syariah Negeri Kelantan.
2. To increase the efficient management of ICT to support the strategic needs JKSNK and to use ICT to citizens.

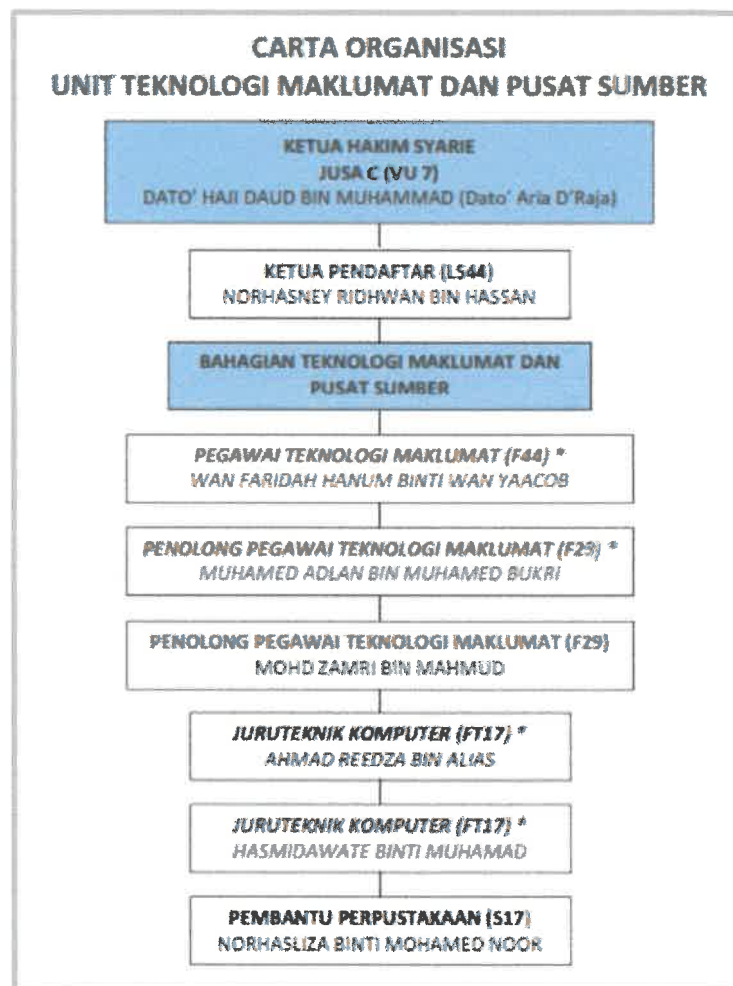


Figure 4: ICT Departmental chart

2.2 Department Function

ICT Department of Jabatan Kehakiman Syariah Negeri Kelantan is situated at level 3 of the building. In line with the organization vision and mission, the functions of ICT Department are:

1. Ensure that the system is available to be used properly.
2. To provide ICT and technical assistance needed to all Division / Unit under the Jabatan Kehakiman Syariah Negeri Kelantan included in the Syariah Court each region in the implementation of programs and activities of ICT that have been assigned to the department to be more productive, efficient and effective in carrying out its functions.
3. Solve and report problems associated with systems provided by JKSM reported through the use of HelpDesk.
4. Determine the distribution of ICT within the department and managing ICT infrastructure, including hardware and software available in the Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK).
5. ICT equipment inventory control.
6. Disposal of ICT equipment (asset JKSM).
7. Manage and monitor the use of e-Syariah system, e-TMS, e-Talk and other systems in good working order
8. Designing Strategic Plan and ICT Security Plan JKSNK.

CHAPTER 3

INDUSTRIAL TRAINING ACTIVITIES

3.1 Training Activities

This sub topic is about summary of industrial training student activities at Jabatan Kehakiman Syariah Negeri Kelantan started from 1st February 2017 until 30th June 2017. During the industrial training, trainee is expected to contribute to the activities of the workplace and to meet the same demands of work production and responsibility expected by the organization of its regular employees. The Gantt chart of student activities in ICT Department also has been prepared by the organization (refer appendix).

3.1.1 Developing a system for Jabatan Kehakiman Syariah Negeri Kelantan

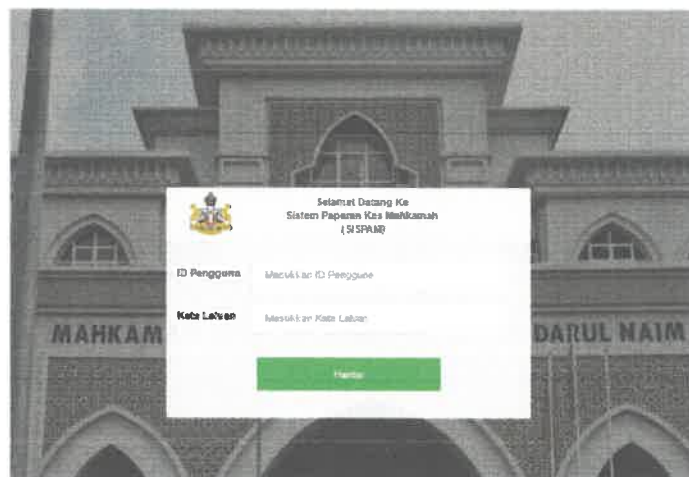


Figure 5: Main page of SISPAM

Trainee is assigned to develop a system for Jabatan Kehakiman Syariah Negeri Kelantan. The system that has been assigned by the organization is *Sistem Paparan Kes Mahkamah* (SISPAM). SISPAM is a display system that displays the court cases

information and will be located at the main counter of JKSNK. SISPAM is a first display system develops in Jabatan Kehakiman Syariah Negeri Kelantan and never existed at any Syariah court in Kelantan. This system will be used by the staff in the organization. The term development for this system is about five months. Initially, trainee is required to make a system proposal. After that, trainee will be involved in system development. Trainee will show the progress of the system from time to time according to organization needs through the presentation.

3.1.2 Presentation of system development progress



Figure 6: Presentation by trainee

Trainee will make the presentation four times during the industrial training period. The purpose of the presentation is to show the progress of the system started from system proposal until full system. The presentation session is attended by all ICT staff and end-user of the system. Besides that, the presentation allowed the staff and end-user of the system to give their idea and suggestions as improvement to the system. The presentation also has been attended by the staff from *Setiausaha Kerajaan Negeri Kelantan* (SUK). The presentation session was held in the meeting room of JKSNK.

3.1.3 Talk about ICT Security Policy of JKSNK (DKICT)



Figure 7: Staff in DKICT Talk

A talk about ICT Security Policy was held on 9th April 2017 at meeting room of JKSNK. The talk was presented by assistant Chief Information Technology Officer of Jabatan Kehakiman Syariah Malaysia, Mr Hasmarizuan. Through the talk, trainees have gained knowledge about what DKICT is all about, the importance of ICT Security Policy towards user and organization and also the basic principles of safety.

3.1.4 Preventive Maintenance of ICT Hardware and Software



Figure 8: Scanning the computer files

The image shows a preventive maintenance checklist form. At the top, it is titled 'Borang Penyelenggaraan Pencegahan Perakatan dan Perisian ICT'. Below the title, there are several sections for data entry. The first section is for 'Perkara / Peranti' (Equipment / Device), with fields for 'Nama Peranti' (Device Name), 'No. Inventori' (Inventory No.), and 'No. Sumbangan' (Contribution No.). The second section is for 'Maklumat Peranti' (Device Information), with fields for 'Merk' (Brand), 'Model' (Model), 'No. Sumbangan' (Contribution No.), and 'No. Inventori' (Inventory No.). The third section is for 'Maklumat Penyelenggaraan' (Maintenance Information), with fields for 'Tarikh' (Date), 'Masa' (Time), 'Lokasi' (Location), and 'Nama Penyelenggara' (Maintainer Name). The fourth section is a checklist of items to be checked, with columns for 'No.' (No.), 'Maksud' (Description), and 'Status' (Status). The checklist items are: 01. Semak semua peranti ICT dan kabel; 02. Semak semua peranti ICT dan kabel; 03. Semak semua peranti ICT dan kabel; 04. Semak semua peranti ICT dan kabel; 05. Semak semua peranti ICT dan kabel. The form is filled out with handwritten information, including the name 'M. D. D. H. H. H.' and a signature.

Figure 9: Preventive Maintenance checklist form

Trainee has learned how to do the preventive maintenance during their industrial training. Preventive maintenance is a regular or routine maintenance to help keep equipment up and running, preventing any unplanned downtime and expensive costs from unanticipated equipment failure. Trainee was brought by ICT staff to do this preventive maintenance at another Syariah Court around Kelantan. The maintenance done by trainee during preventive maintenance such as:

- i. Check all ICT equipment and cables
- ii. Check for applications such as antivirus, defragged and ccleaner has been installed
- iii. Launch the application
- iv. Scan the thumbdrive by using antivirus
- v. Make sure there is a directory named autorun.inf in thumbdrive

3.1.5 Exposure to management of server room of JKSNK



Figure 10: Server room from outside



Figure 11: The server in server room

During industrial training, trainee has been visited the server room of JKSNK of explosion about management of server room. The server room is located at level 3 of the JKSNK building which is the central of the building. The person in charge of the server room is assistant IT officer. According to Mr Muhd Adlan, the type of installation in server room of JKSNK is under-floor installation. There are raised floor used in the server room. He also said that the raised floor also used to control the cold air flow to cool down the server temperature at all time as well as to avoid any event of water leak. Besides that, trainee has been informed that there are only server for Dynamic Host Configuration Protocol and (DHCP) and antivirus.

Mr Muhamed Adlan also shows the cables used on the server and the label for every cable. He said that the system which developed by the students will be installed into the server. An uninterruptible power supply (UPS) is used as backup server in case of run out power. In case of fire, carbon Dioxide CO₂ is used to extract the gas. The network services are monitored by Malaysian Administrative Modernisation and Management Planning Unit (MAMPU).

3.1.6 Exposure to management of Record Unit of JKSNK



Figure 12: Trainee with the person in charge of file room



Figure 13: The file room of JKSNK

Trainee also has been visited to file room of JKSNK to be exposed to management of record in JKSNK. So, besides having knowledge related to system development, trainees will also be able to supplement knowledge related to records management. The unit record of JKSNK is located at level 4 of the building. The person in charge for file room of unit record is Madam Siti Nazirah Binti Mat Zain who is Assistant Syariah Officer (Record). She has explained to trainee about the key activities in managing file or record started from the creation of the file or record, classifying of file or record, access and security of file room, preserving of record until disposal of the record.



Figure 14: Staff shows Faraid record in boxes

According to Madam Siti Nazirah Binti Mat Zain, the file is classified according to case number and the box is label with the colour pink for Faraid cases and yellow for criminal cases. In JKSNK, only the person in charge can entered into the file room. Other staff or any participants cannot enter the file room without permission of Assistant Syariah Officer (Record) and she is the only staff who kept the file room key. Security is a sufficient security protects records from theft by authoritative and unauthorized users from within and outside the organization.



Figure 15: Mobile shelves in file room



Figure 16: Iron shelves in file room

The file or record is placed in mobile shelves and also on iron shelves. Mobile shelves are used for easier to find and save the space in this room. Other than that, records and files also placed in open shelves. In addition, the file room is kept in room temperature. The room also is provided with fire extinguisher as compulsory equipment. By the way, when enter this room the door should always close to make sure the environment is comfortable with records.



Figure 17: Non-active records

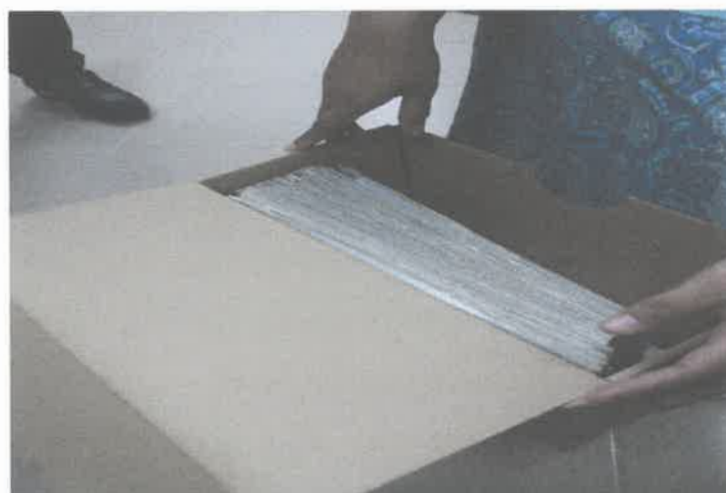


Figure 18: Record in the boxes

For the record which the case had been completed or close, the file will be stored on the iron shelves and will be placed at the back of file room. All non-active record for Mal cases will be stored in file room for 10 years while for the criminal cases is 3 years. On behalf of JKSNK, they will use the method of burning for methods of record destruction.

3.1.7 Technical training



Figure 19: Trainee makes the network cabling



Figure 20: Equipment use to make network cable

Trainee learnt on how to do network cabling. Trainee have been given the equipment such as unshielded twisted pair (UTP) cables, RJ 45 and also crimping tool. The ICT staff, Mr Muhammed Adlan had monitor the process. He had explained the arrangement colour –coding of network cables. After that, the cable have been tested to ensure it working properly.



Figure 21: Trainee makes the hardware installation

Trainee has been involved with technical training once per month. This technical training has been conducted with technician from ICT department. Among the activities performed by the trainee during technical training are PC maintenance, hardware configuration and software installation.

3.1.8 Organized ICT store room



Figure 22: Hardware arrangement by the trainee



Figure 23: Trainee separated the cable

For every month, trainee will organize the ICT room store. Trainee will clean the store room every day since they were placed in that room. The activities during organized ICT store room are arranged the computer equipment, separate the cables, swept the store room, arrange tables and chairs also unused computer and also labelled the box.

3.1.9 Installation and implementation of the system

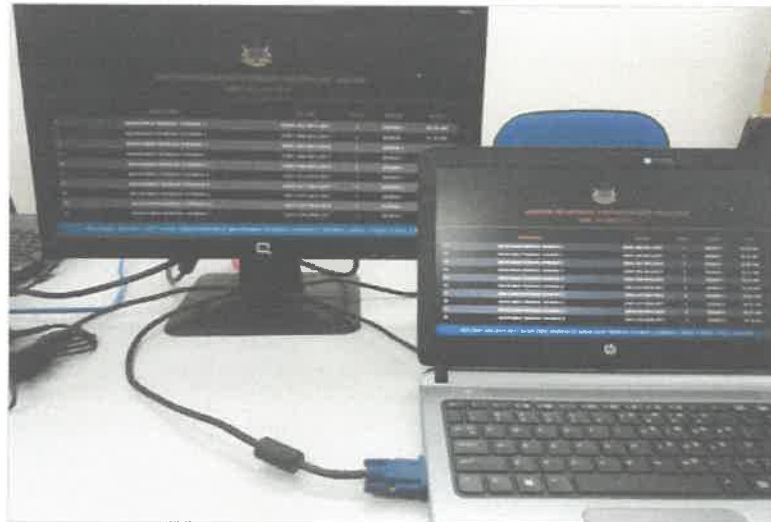


Figure 24: System installation by trainee

During the last week of industrial training, trainee has made the system installation at Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK). This installation has been made to ensure that the system working properly and also to gain the feedback from several customers.

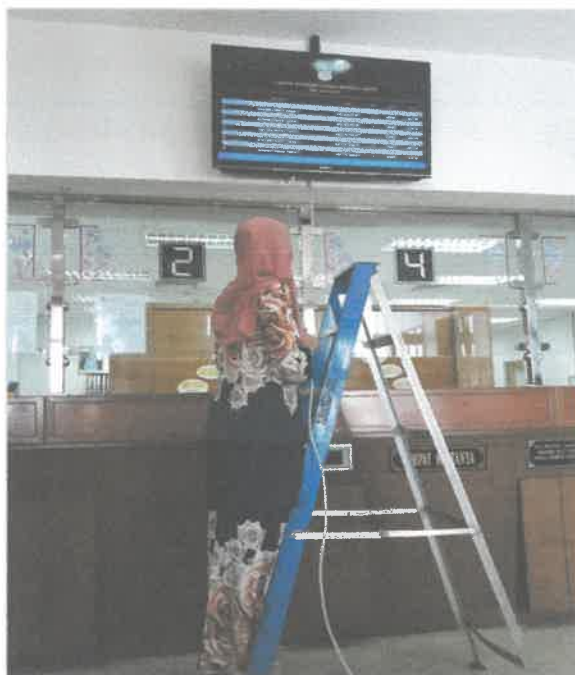


Figure 25: Trainee test system display

The system has been tested at the main counter of JKSNK since there is available LCD screen. Trainee used the equipment such as VGA cable and stair during the system installation. The installation process also has been assist by a few ICT staff.

3.1.10 Join the court hearing session at JKSNK



Figure 26: Court hearing session

During the industrial training, trainee is allowed to enter the any court at JKSNK. Trainees are able to experience being in court and they can see how the hearing process. Apart from that, trainee also can collect the information related to the court cases since they were assigned to develop a system for Jabatan Kehakiman Syariah Negeri Kelantan. Trainee can entered into the court at any time during court hearing session.

3.1.11 Visit from UiTM Supervisor



Figure 27: Trainee with faculty and company supervisor

On 23th May 2017, Madam Noor Rahmawati Alias has visited the trainee at Jabatan Kehakiman Syariah Negeri Kelantan. She visited the trainee at JKSNK for consultation with faculty supervisor. The consultation also accompanied by organization supervisor or information technology officer, Miss Faridah Hanum and her assistants, Mr Muhamed Adlan and Mr Zamri.

3.1.12 Assist staff with other assigned duties

Apart from developing the system, trainee also had assisted the staff with other assigned duties. The duty usually involved computer-related problems such as hardware problem, software problem and other. So, trainee will be able to help accomplish the tasks of staff in JKSNK as long as they can they can strengthen the relationship between staff not only with ICT department staff but also staff from other department.

3.2 Special Project

Each industrial training student is required to carry out a special project in order to complete their industrial training requirement. Special project itself can be any suitable project to be proposed to the industrial supervisor or faculty supervisor. The special project can be developing a website, developing a system or application, multimedia application, corporate video or user manual or any project that can be beneficial to the organization that proposed by student themselves, faculty supervisor or planned by the organization. Besides that, student also can propose to make improvement to the existing system or to the process and procedure in the organization as agreed by both parties. The advantage will be given to the student who is being assigned a project or more than a project during their interns. The project should be suitable and agreeable by industrial supervisor and faculty supervisor to ensure that it can be used by the organization and also provide benefits for the organization.

3.2.1 Project Overview

Sistem Paparan Kes Mahkamah (SISPAM) is a display system that was developed to display the information of court cases registered in Jabatan Kehakiman Syariah Negeri Kelantan. The system will be located at the main entrance of the JKSNK. According to Adam, Mytha and Kees (2015), display information system provides easily accessible and detailed real-time information. Displaying information when and where it is needed is essential to customer satisfaction which is reflected in the annual rankings of quality of goods, services, comfort and convenience. Besides that, the system was developed to help customers obtain information on court cases that have been registered with the view on the display screen. Staff or the user of SISPAM will enter the information about the case such as cases number, floors, hall, time and date into the system and then

displays the information that has been entered on the screen. The staff also can update cases through the system. If there is any change such as court changes and so on, the staff can announce that changes through a newsfeed that will be displayed on the screen after they filled up in the SISPAM. All the data will be store into the database. In addition, staff also can enter the data into the system for the case that will be hearing in the next day on the day before.

With the presence of SISPAM, customer will get the information about their case through the display screen. They will know the direction to go once they get the information of their cases. SISPAM is a first display system had been developed for Jabatan Kehakiman Syariah Negeri Kelantan.

3.2.2 Problem Statement

SISPAM is developed based on problem statement and requirements of the user. There are some issues that have been identified. Among them are the staffs especially at the reception need to inform the customer about information related to customer's court cases. Besides that, customer will be wondering where to go during their court hearing session and need to get the information through the staff at the counter. This will waste their time especially when they are late to court. Therefore, the system like SISPAM never had been used by any courts in Kelantan State.

3.2.3 Objectives

Based on the problem statement, a few objectives have been identified included:

- To create an electronic display system in Jabatan Kehakiman Syariah Negeri Kelantan.
- To facilitate the customer to get their court case information
- To help staff update the case information through the system and display the case information in real-time system

3.2.4 Scope of the project

Project scope refers to the work that needs to be accomplished to deliver a product, service or result with the specified features and functions, Paul Newton (2015). The project focuses on the court cases information display. Only staff and admin are allowed to access the information in the database. Each module will have different interfaces. All the court cases data will be key-in into the system by the staff. After that, the staff will select the court option to be displayed. The information will be display in real-time according to the date of the case that have been entered into the system. Information display case will be viewed by the customer on the screen.

3.2.5 User Target

The user target of this system is the staff at the Jabatan Kehakiman Syariah Negeri Kelantan. The staff will log into the system by using their user id and password. The staff will enter the court cases information into the system and save the information. After the information is saved into the database, the staff will choose the court option

and the information of the case of the chosen court will be displayed. The staff also can update the information on cases that have been saved.

3.2.6 Tools used for development

The tool used in development of Sistem Paparan Kes Mahkamah (SISPAM) is divided into hardware and software.

3.2.6.1 Hardware Specifications for SISPAM

Hardware is the equipment used for the development of the system. Act as an important tool to avoid any error in the construction of the system.

Table 1: Hardware Specifications

Hardware	Specifications
LCD Screen	<ul style="list-style-type: none"> • Minimum 1 inch • Requires less power to operate • 13-57 inches • Life span 50,000-100,000 hours • Up to 165°, picture suffers from the side
Computer	<ul style="list-style-type: none"> • CPU 2.5 Ghz • RAM 4 GB and above • 120 GB • Operating System: Windows7/Windows 8/Window 10
Server	<ul style="list-style-type: none"> • CPU (Max) : 100 MHz • RAM (Max) : 64 MB • Storage size: 10 GB • Operating System : Windows Server

3.2.6.2 Software Specifications for SISPAM

Software is a computer system used for the development of the system. It consists of data or computer instructions for physical hardware to function.

Table 2: Software specifications

Software	Specifications
NetBeans IDE 8.2	<ul style="list-style-type: none">• Fast and smart code editing• Rapid user interface development• Bug-free code writing• Multilanguage support• Cross platform support
XAMPP v1.8	System Requirements: <ul style="list-style-type: none">• 64 MB RAM (RECOMMENDED)• 350 MB free fixed disk• Windows XP (RECOMMENDED), Windows 7
Web Browser	<ul style="list-style-type: none">• Google Chrome / Mozilla Firefox

3.2.7 Project Planning

In developing Sistem Paparan Maklumat Kes (SISPAM), a System Development Life Cycle (SDLC) was a method to plan and manage the process of system development. SDLC is a process of developing information system through investigating, analysis, design, implementation and maintenance. Every work step in developing this system must be followed to make sure the system is able to develop successful. Various System Development Life Cycle (SDLC) methodologies can be used to guide the processed of creating system. In this SISPAM system development, student choose a waterfall model SDLC because it most suitable for this system development. . In waterfall model they

have 5 phases from a planning phase, analysis phase, design phase, implementation phase, integration phase, installation phase and maintenance phase.

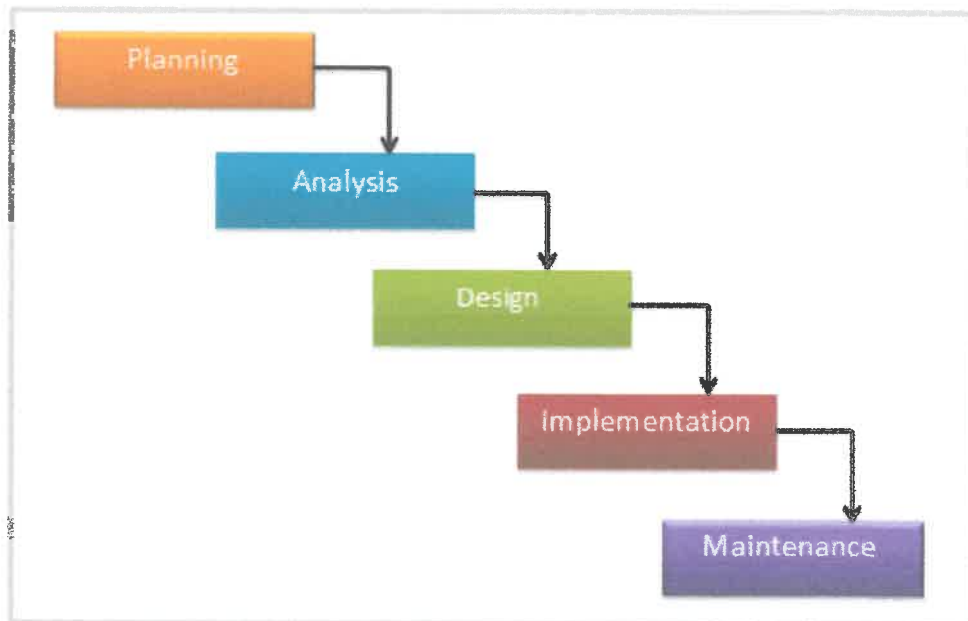


Figure 28: Waterfall model of SDLC

The project planning starts in this phase and it was an important phase to develop Sistem Paparan Maklumat Kes (SISPAM). Before developing the system, student has planned an initial planning. It is important part which that system can be develop successful. More than that, student has chosen the title name for the system which named Sistem Paparan Maklumat Kes (SISPAM). Students also identify the problem in the existing system. Besides that, they have create the tentative schedule consists of project work plan. Then, the Gantt hart was developed according to System Development Life Cycle (SDLC) methodology. (Also may refer appendix)

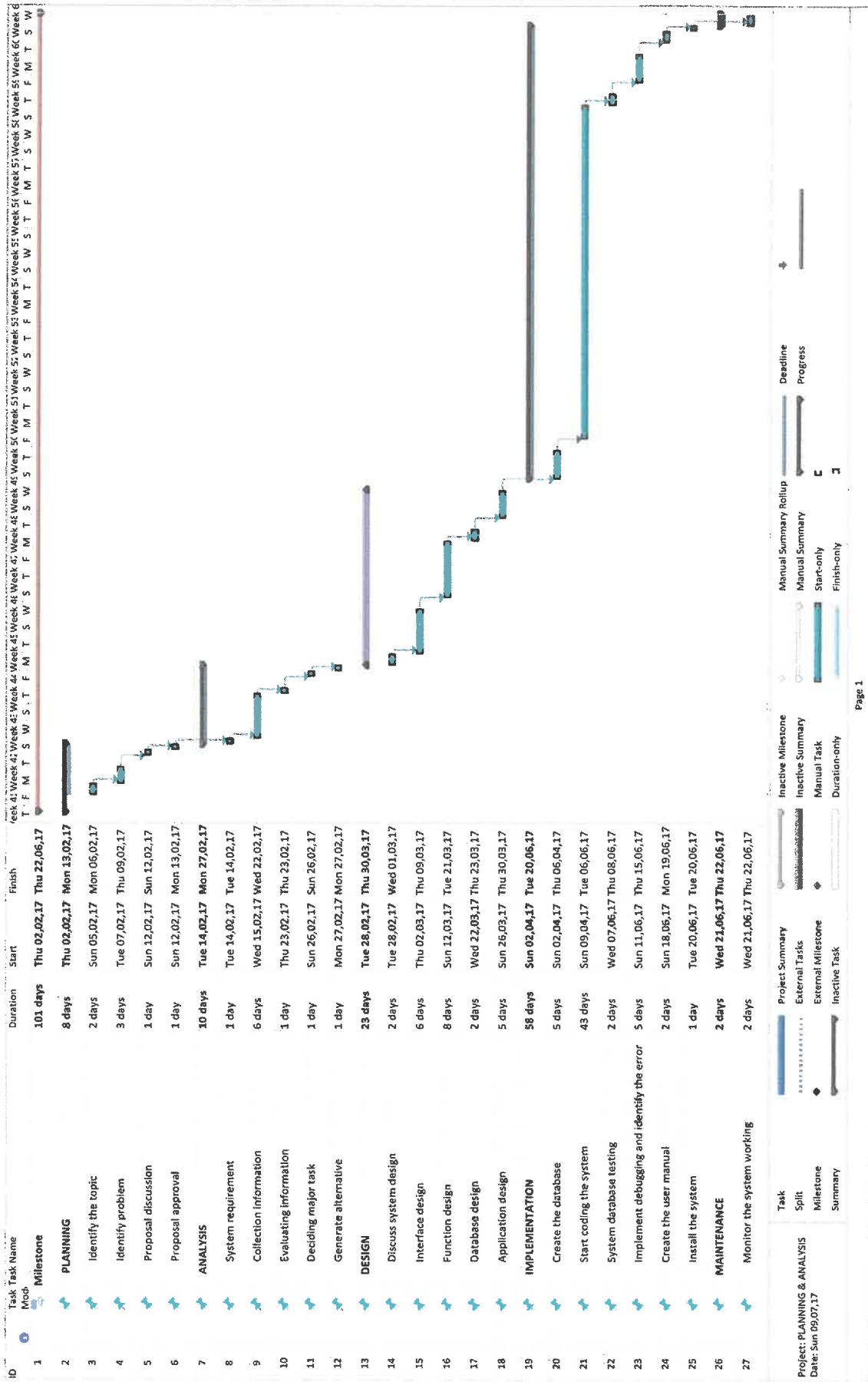


Figure 29: System development Gantt chart

3.2.8 Analysis

This section briefly describes the analysis has been conducted. The analysis was made to study the system with more on the needs of the user to generate system design. In the study through the situation of Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK), student gets the information about the workflow in JKSNK from a staff and collecting the information regarding the problem that has been faced. From that, student defines the problem statement of the court cases display system faced by the organization. The scope can be extracted from the objective to develop the system.

3.2.8.1 Context Diagram (CD)

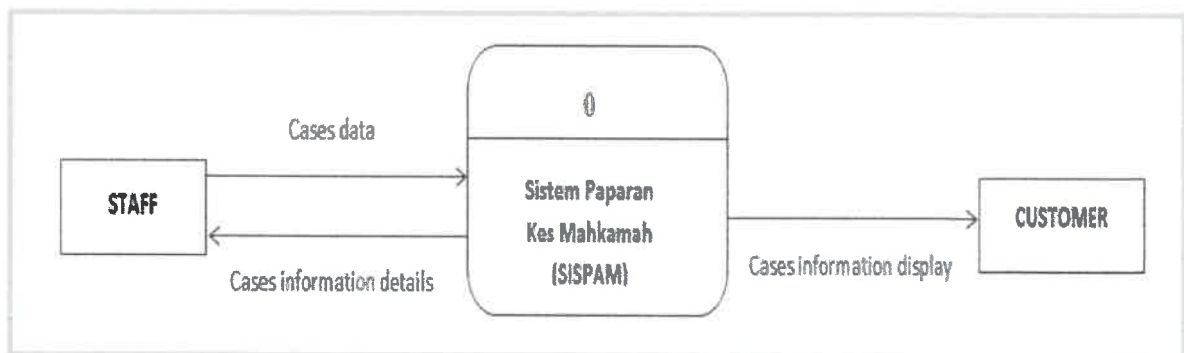


Figure 30: Context Diagram of SISPAM

3.2.8.2 Data Flow Diagram (DFD)

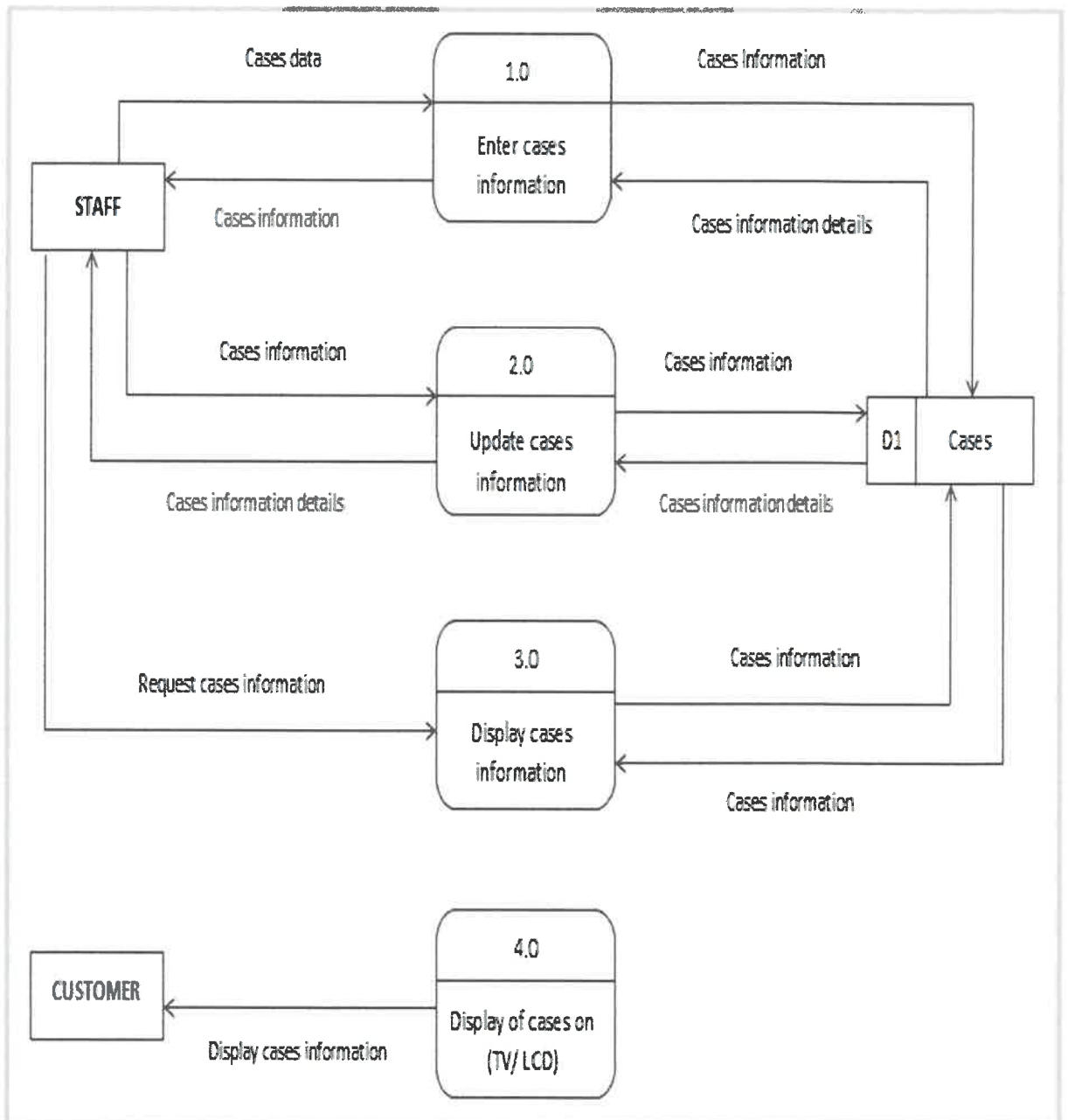


Figure 31: Data Flow Diagram of SISPAM

3.2.8.3 System flow chart

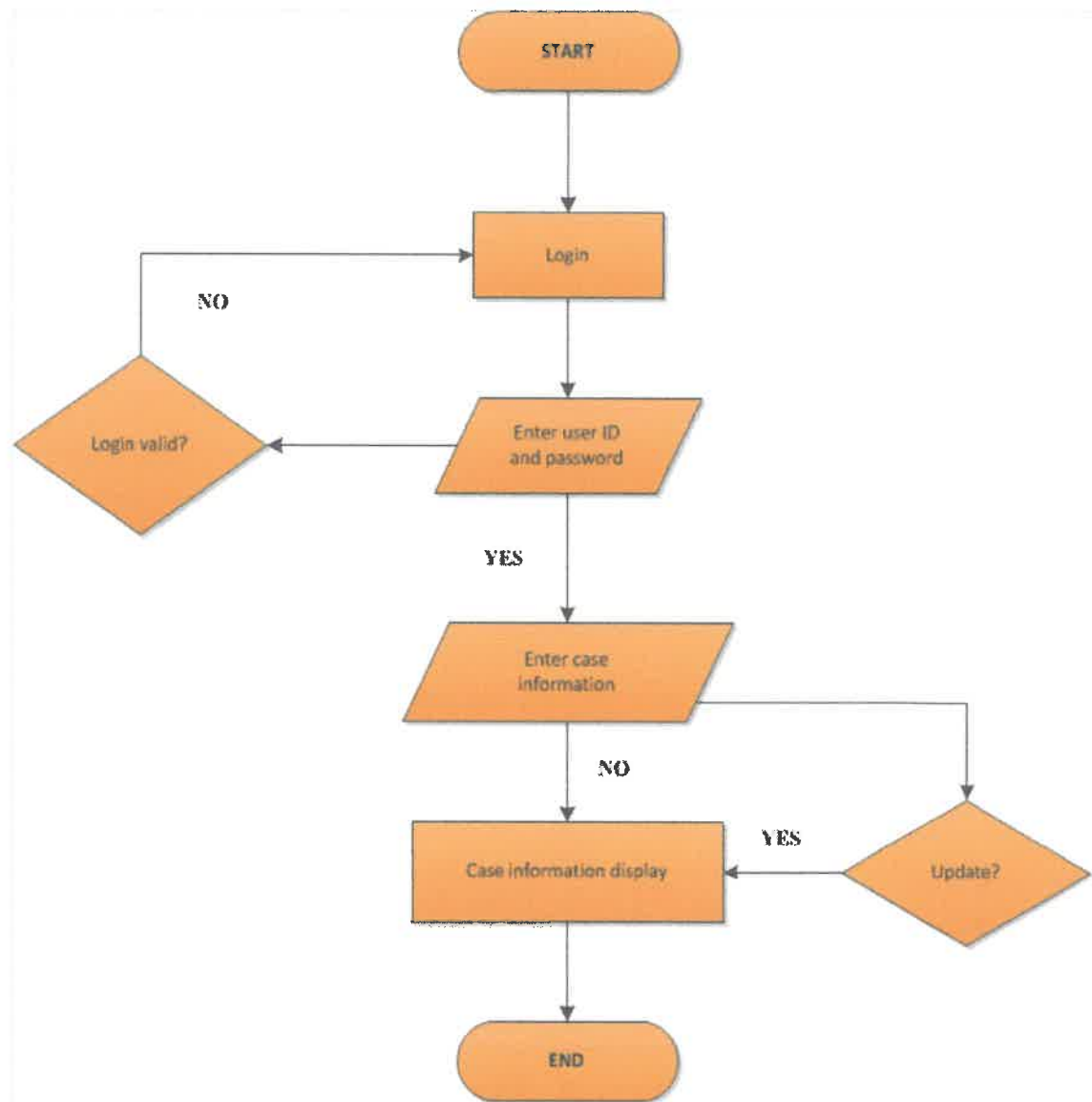


Figure 32: System flowchart of SISPAM

Figure 24 show the system flowchart of SISPAM. The systems start when user login into the system by entering their user ID and password. If the login is invalid, user needs to login again. If the login successful, user will enter case information that have been registered at JKSNK. If necessary, user can update the case information entered. Then user will choose to display the case information that has been entered into the system. The system flow is end.

3.2.9 Design

According to Blanchard and Fabrycky (2010), system design is the process of defining the components, modules, interfaces, and data for a system to satisfy specified requirements. The purpose of system design is to create a technical solution that satisfies the functional requirements for the system. It can support the SISPAM operational and objective. Student decided to use XAMPP and NetBeans IDE 8.2 programming languages for the system development and developing the well interface will make it user friendly to user with graphical user interface. Moreover, student also created the Entity Relationship Diagram (ERD) and data dictionary where it will explain the main basic workflow of the system.

3.2.9.1 Database Design

This section will explain more about the design of database system of SISPAM by using Entity Relationship Diagram (ERD) and data dictionary.

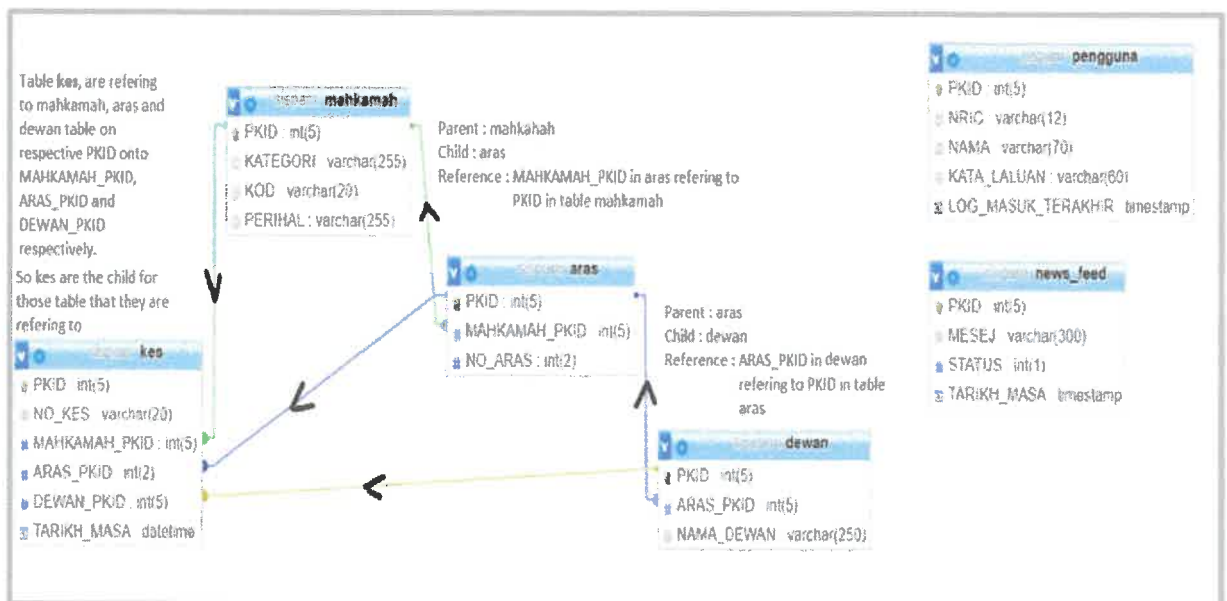


Figure 33: ERD of SISPAM

Figure 29 show the ERD (Entity Relationship Diagram) of SISPAM. The system has six entities that are related to each other.

3.2.9.2 Data Dictionary

The table below is a dictionary of the data stored in the database. It contains all the information about the data objects.

Table 3: Data dictionary of SISPAM

aras

Column	Type	Null	Default	Links to	Comments	MIME
PKID	int(5)	No				
MAHKAMAH_PKID	int(5)	No		mahkamah -> PKID		
NO_ARAS	int(2)	No				

Indexes

Keyname	Type	Unique	Packed	Column	Cardinality	Collation	Null	Comment
PRIMARY	BTREE	Yes	No	PKID	6	A	No	
MAHKAMAH_PKID	BTREE	No	No	MAHKAMAH_PKID	6	A	No	

dewan

Column	Type	Null	Default	Links to	Comments	MIME
PKID	int(5)	No				
ARAS_PKID	int(5)	No		aras -> PKID		
NAMA_DEWAN	varchar(250)	No				

Indexes

Keyname	Type	Unique	Packed	Column	Cardinality	Collation	Null	Comment
PRIMARY	BTREE	Yes	No	PKID	6	A	No	
ARAS_PKID	BTREE	No	No	ARAS_PKID	6	A	No	

kes

Column	Type	Null	Default	Links to	Comments	MIME
PKID	int(5)	No				
NO_KES	varchar(20)	No				
MAHKAMAH_PKID	int(5)	No		mahkamah -> PKID		
ARAS_PKID	int(2)	No		aras -> PKID		
DEWAN_PKID	int(5)	No		dewan -> PKID		
TARIKH_MASA	datetime	No				

Indexes

Keyname	Type	Unique	Packed	Column	Cardinality	Collation	Null	Comment
PRIMARY	BTREE	Yes	No	PKID	19	A	No	
MAHKAMAH	BTREE	No	No	MAHKAMAH_PKID	9	A	No	
ARAS_PKID	BTREE	No	No	ARAS_PKID	9	A	No	
DEWAN_PKID	BTREE	No	No	DEWAN_PKID	9	A	No	

mahkamah

Column	Type	Null	Default	Comments	MIME
PKID	int(5)	No			
KATEGORI	varchar(255)	No			
KOD	varchar(20)	No			
PERIHAL	varchar(255)	No			

Indexes

Keyname	Type	Unique	Packed	Column	Cardinality	Collation	Null	Comment
PRIMARY	BTREE	Yes	No	PKID	6	A	No	

news_feed

Column	Type	Null	Default	Comments	MIME
PKID	int(5)	No			
MESEJ	varchar(300)	No			
STATUS	int(1)	No	1		
TARIKH_MASA	timestamp	No	CURRENT_TIMESTAMP		

Indexes

Keyname	Type	Unique	Packed	Column	Cardinality	Collation	Null	Comment
PRIMARY	BTREE	Yes	No	PKID	3	A	No	

pengguna

Column	Type	Null	Default	Comments	MIME
PKID	int(5)	No			
NRIC	varchar(12)	No			
NAMA	varchar(70)	No			
KATA_LALUAN	varchar(60)	No			
LOG_MASUK_TERAKHIR	timestamp	No	CURRENT_TIMESTAMP		

Indexes

Keyname	Type	Unique	Packed	Column	Cardinality	Collation	Null	Comment
PRIMARY	BTREE	Yes	No	PKID	0	A	No	

3.2.9.3 Interface Design

Interface design focuses on anticipating what users might need to do and ensuring that the interface has elements that are easy to access, understand, and use to facilitate those actions

3.2.9.3.1 Input



The image shows a user login interface for the Sistem Paparan Kes Mahkamah (SISPAM). At the top left is the Malaysian coat of arms. To its right, the text reads "Selamat Datang Ke Sistem Paparan Kes Mahkamah (SISPAM)". Below this, there are two input fields: "ID Pengguna" with the placeholder text "Masukkan ID Pengguna" and "Kata Laluan" with the placeholder text "Masukkan Kata Laluan". At the bottom center is a green button labeled "Hantar".

Figure 34: User login page



Figure 35: Main menu page of SISPAM

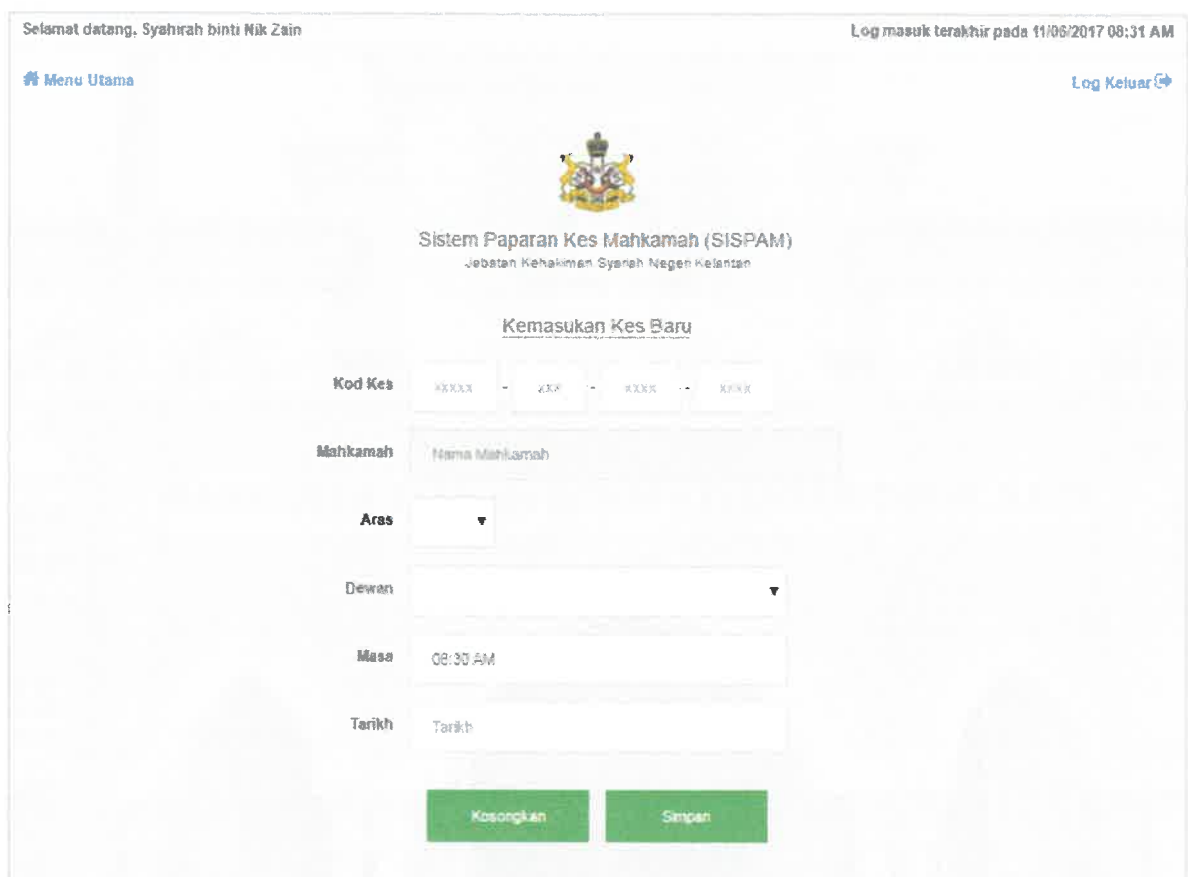


Figure 36: Page of Kemasukan Kes Baru

Selamat datang, Syahirah binti Nik Zain Log masuk terakhir pada 11/06/2017 08:31 AM

[Menu Utama](#) [Log Keluar](#)



Sistem Paparan Kes Mahkamah (SISPAM)
Jabatan Kehakiman Syariah Negeri Kelantan

Hebahan / Pemberitahuan

Paparan: 10 [+ Tambah Baru](#)

Mesej	Tarikh Hebahan Dikeluarkan	Status	Tindakan
KES 03001-055-0011-2017 AKAN DIBICARAKAN DI MAHKAMAH RENDAH SYARIAH 2 DEWAN 2 ARAS 3 PADA PUKUL 8.30 PAGI	04/05/2017 12:46 PM	AKTIF	
HARAP MAAF ANDA AKAN DILAYAN SEBENTAR LAGI	24/05/2017 09:53 AM	TIDAK AKTIF	

Memaparkan 2 daripada 2 rekod Halaman: [Kembali](#) **1** [Selengkapnya](#)

Figure 37: Page of Hebahan/Pemberitahuan

Selamat datang, Syahirah binti Nik Zain Log masuk terakhir pada 11/06/2017 08:31 AM

[Menu Utama](#) [Log Keluar](#)



Sistem Paparan Kes Mahkamah (SISPAM)
Jabatan Kehakiman Syariah Negeri Kelantan

Kemaskini Kes

Paparan: 10

No Kes	Nama Mahkamah	Dewan	Aras	Tarikh	Masa	Tindakan
03100-101-0001-2017	MAHKAMAH TINGGI SYARIAH 1	DEWAN 1	4	11/06/2017	08:30 AM	
03100-102-0002-2017	MAHKAMAH TINGGI SYARIAH 1	DEWAN 1	4	11/06/2017	08:30 AM	
03100-103-0003-2015	MAHKAMAH TINGGI SYARIAH 1	DEWAN 1	4	11/06/2017	08:30 AM	
03100-104-0004-2017	MAHKAMAH TINGGI SYARIAH 1	DEWAN 1	4	11/06/2017	08:30 AM	
03100-105-0005-2017	MAHKAMAH TINGGI SYARIAH 1	DEWAN 1	4	11/06/2017	08:30 AM	
03200-106-0006-2017	MAHKAMAH TINGGI SYARIAH 2	DEWAN 2	4	11/06/2017	08:30 AM	
03200-107-0007-2017	MAHKAMAH TINGGI SYARIAH 2	DEWAN 2	4	11/06/2017	08:30 AM	
03200-108-0008-2014	MAHKAMAH TINGGI SYARIAH 2	DEWAN 2	4	11/06/2017	08:30 AM	
03200-109-0009-2011	MAHKAMAH TINGGI SYARIAH 2	DEWAN 2	4	11/06/2017	08:30 AM	
03200-110-0010-2017	MAHKAMAH TINGGI SYARIAH 2	DEWAN 2	4	11/06/2017	08:30 AM	

Memaparkan 1 hingga 10 daripada 25 rekod Halaman: [Kembali](#) **1** [2](#) [3](#) [Selengkapnya](#)

Figure 38: Page of Kemaskinian Maklumat Kes

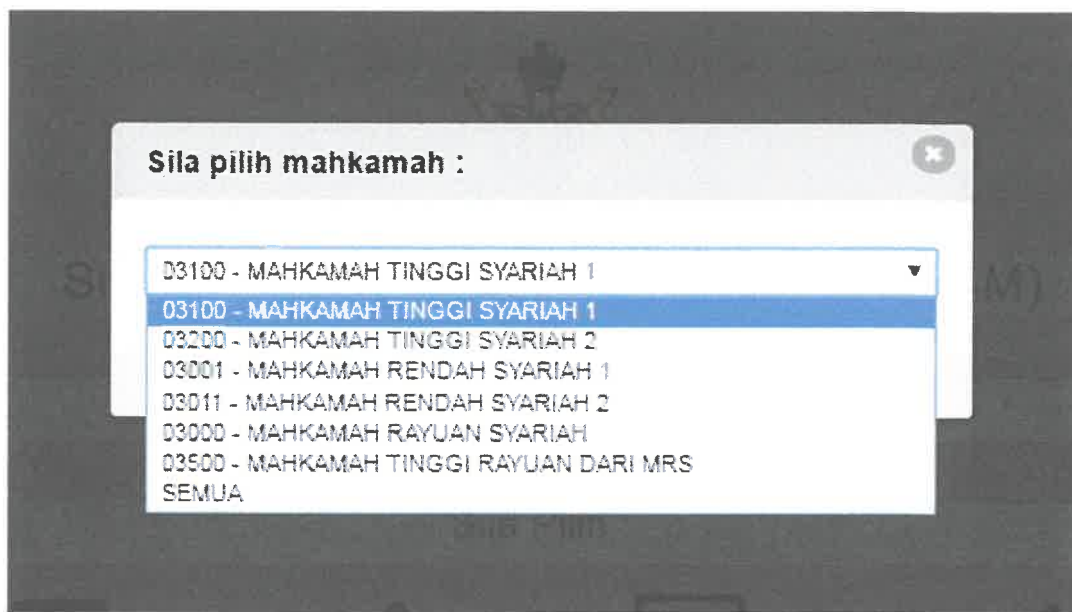


Figure 39: Menu of *Pilih Mahkamah*

3.2.9.3.2 Output

	MAHKAMAH	NO KES	ARAS	DEWAN	MASA
11	MAHKAMAH RENDAH SYARIAH 1	03001-056-0011-2017	2	DEWAN 1	08:30 AM
12	MAHKAMAH RENDAH SYARIAH 1	03001-056-0012-2017	2	DEWAN 1	08:30 AM
13	MAHKAMAH RENDAH SYARIAH 1	03001-057-0013-2016	2	DEWAN 1	08:30 AM
14	MAHKAMAH RENDAH SYARIAH 1	03001-058-0014-2017	2	DEWAN 1	08:30 AM
15	MAHKAMAH RENDAH SYARIAH 1	03001-059-0015-2017	2	DEWAN 1	08:30 AM
16	MAHKAMAH RENDAH SYARIAH 2	03011-001-0011-2017	3	DEWAN 2	08:30 AM
17	MAHKAMAH RENDAH SYARIAH 2	03011-002-0012-2016	3	DEWAN 2	08:30 AM
18	MAHKAMAH RENDAH SYARIAH 2	03011-003-0013-2017	3	DEWAN 2	08:30 AM
19	MAHKAMAH RENDAH SYARIAH 2	03011-004-0014-2017	3	DEWAN 2	08:30 AM
20	MAHKAMAH RENDAH SYARIAH 2	03011-005-0015-2017	3	DEWAN 2	08:30 AM

KES 03001-055-0011-2017 AKAN DIBICARAKAN DI MAHKAMAH RENDAH SYARIAH 2 DEWAN 2 ARAS 3 PADA PUKUL 8.30 PAGI

Figure 40: Display screen of court case information

3.2.9.3.3 Dialog Box



Figure 41: Error dialog box

3.2.10 Conclusion

This chapter describes the process of designing the database and interface system. Database design Entity Relationship Diagram is represented by (ERD) and Data Flow Diagram Context Diagram (DFD) is used as a model built in database development for SISPAM. In addition, the sketches for each interface are discussed in this chapter where each input and output is described one by one. System design is focused on the physical aspects of the system (technical specifications) which is the second step after designing the database implementation

3.2.11 Implementation

Implementation phase is the final process of moving the solution from development status to production status. The process often called as installation or go-live.

3.2.11.1 Coding

The system design needs to be implemented to make it a workable system. It is demands the coding of design into computer language such as programming language. This is also called the programming phase in which the programmer converts the program specifications into computer instructions which we refer to as programs. It is an important stage where the defined procedures are transformed into control specifications by the help of a computer language. The programs coordinate the data movements and control the entire process in a system. A well written code reduces the testing and maintenance effort. It is generally felt that the programs must be modular in nature. This helps in fast development, maintenance and future changes, if required. Programming tools like compilers, interpreters and java are used for coding with respect to the type of application.

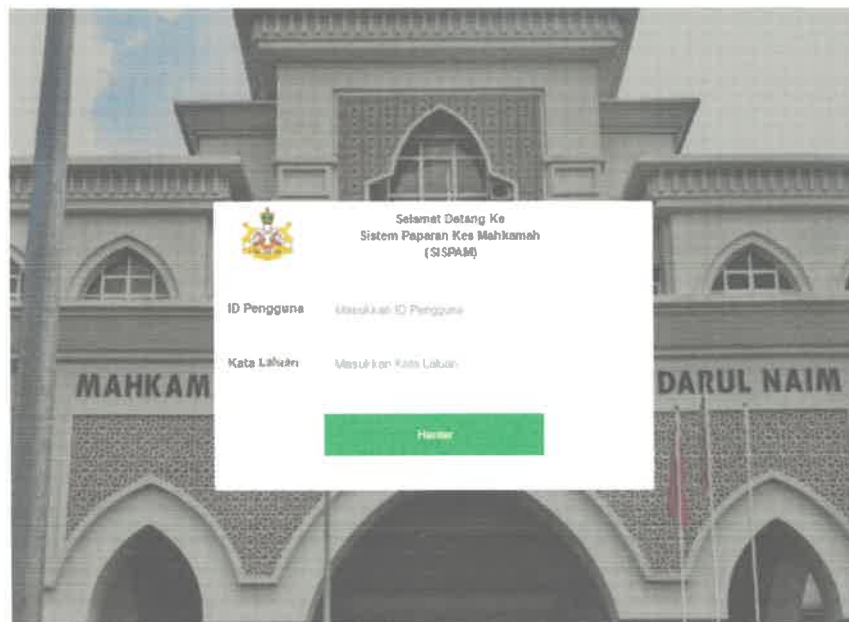


Figure 42: The homepage of SISPAM

```

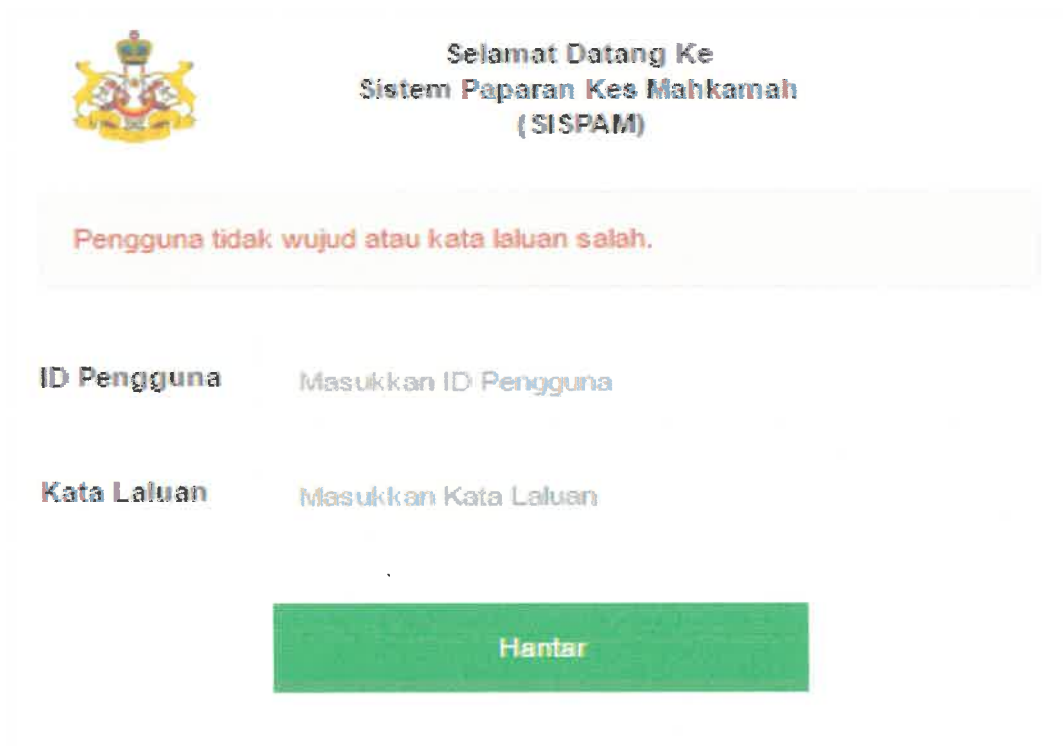
<!DOCTYPE html>
<html>
  <head>
    <meta http-equiv="Content-Type" content="text/html; charset=UTF-8">
    <title>SISPAM - Login</title>
    <jsp:include page="include.jsp"/>
  </head>
  <body>
    <jsp:include page="background.jsp"/>

    <div class="wrapper">
      <div style="background-color: rgba(255, 255, 255, 0.9);width:
500px;height: 330px;" class="Login_div panel panel-default">
        <div class="panel-heading text-center">
          <span style="position: absolute;left: 10px;top:-0px;">
            
          </span>
          <span style="font-weight: bold;position: relative;left: 20px;">
            <u>Selamat Datang Ke <br/> Sistem Paparan Kes Mahkamah <br/>
(SISPAM)</span>
          </span>
        </div>
        <div class="panel-body">
          <%
            if (request.getSession().getAttribute("message") != null) {
          >
          <div class="alert alert-danger">
            <%=request.getSession().getAttribute("message")%>
          </div>
          <script>$('panel-default').css('height', '400px');</script>
          <%
            request.getSession().removeAttribute("message");
          >
          <form method="POST" action="Login?action=Login">
            <table>
              <tr>
                <td style="width:100px"><label><b>ID
Pegguna</b></label></td>
                <td><input type="text" placeholder="Masukkan ID
Pegguna" name="nric" required></td>
              </tr>
              <tr>
                <td><label><b>Kata Laluan</b></label></td>
                <td><input type="password" placeholder="Masukkan Kata
Laluan" name="kataLaluan" required></td>
              </tr>
            </table>
            <br/>
            <div class="text-center">
              <button type="submit" class="hantar">Hantar</button>
            </div>
          </form>
        </div>
      </div>
    </div>
  </body>
</html>

```

3.2.11.2 Testing

Testing is an important part of software development. Testing should be started as early as possible to make it a part of a process of deciding requirement. The major role of testing involves checking, that there should be no inconsistency in the software development process anywhere throughout. Student has explained various phases and importance of testing in software development life-cycle. To ensure end user had not filling exits data or simply called redundant data, programmer will debug a Java program by adding control structure in this their scripting. These important issues, that data not will be same or redundant to ensure zero conflicting when manipulating a data. For example if the password is wrong



Selamat Datang Ke
Sistem Paparan Kes Mahkamah
(SISIPAM)

Pegguna tidak wujud atau kata laluan salah.

ID Pengguna

Kata Laluan

Figure 43: Testing error of SISIPAM

3.2.11.3 Installation

The system is installed. Installation is the process by which the old system is turned off and the new one is turned on. It may include a direct approach in which the new system immediately replaces the old system and a similar conversion approach. One of the most important aspects of change is the development of a training plan to teach users how to use the new system and help manage the changes caused by the new system. The step for installation as follows:

Step 1

First, install JDK 8 into the computer system.

Step 2

After installation of JDK was successful, install Netbeans IDE 8.2.

Step 3

After Netbeans IDE was installed then install XAMPP.

Step 4

Then, go to Start menu, search for XAMPP Control Panel and right-click on it and click Run as administrator

Step 5

After XAMPP Control Panel has launched, please click the entire X button which is Apache, MySQL and Tomcat. Click yes if confirmation popup appear. Then wait until the X changed into ✓

Step 6

Go to <http://127.0.0.1/phpmyadmin/index.php>

Step 7

Import the database file

Step 8

Then, copy **Apache Tomcat v9.0** folder into your **C:/** drive.

Step 9

Launch Netbeans IDE 8.2 that already installed.

Step 10

At the menu bars that are located on top of the Netbeans IDE, click **File** and then click **Open Project**. Select the project **SISPAM**. Then click **Open Project**.

Step 11

For the **Server Location**, click **Browse** button. On folder browser window, type **C:\Apache Tomcat v8.0** and click **Open**.

Step 12

Click on **Projects** tab on the project file browser, right click on the project, and click **Run**.

Step 13

Web browser will be opened automatically and show your project home page.

3.2.12 Maintenance

Maintenance and evolution is the last stage in the methodology and it also life time stage. The system developer will perform routine maintenance to the Sistem Papan Maklumat Kes (SISPAM) which periodic maintenance require doing on the system backup, recovery, enhancing or normal maintenance. This phase is to be production once it is implemented and maintenance is important as well as the continuous improvement of the system via feedback from the user.

CHAPTER 4

CONCLUSION

This chapter will be discussed about the reflection assessment of trainee during her practical training at Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK) for about five months starting from 1st February 2017 until 30th June 2016. Among the main criteria studied is the ability of the training to meet the program objective, the training atmosphere and environment, training task, its process and interaction involved throughout the whole industrial training period.

4.1 Application of knowledge, skills and experience in undertaking the task

Based on the experience of trainee after undergoing industrial training at Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK) for about five (5) months, the trainee were exposed to various basic things profession in the field of Information Technology since trainee is training under ICT department. The trainee is assigned by the organization to develop a system. The system is developing for the use of JKSNK itself. In order to develop the system, trainee needs to learn or have knowledge about the court procedures and processes. Therefore, trainee is able to learn something which is outside the field of information technology.

Besides that, the knowledge and skills that had learnt in Universiti Teknologi Mara (UiTM) is very useful throughout the trainee industrial training period in Jabatan Kehakiman Syariah Negeri Kelantan. Trainee can apply their skills and what they have learned in class especially in subject Systems Analysis in Information Management 1 and 2 in the development of the system. By adapting what trainee have been learned in

the class, the system development will run smoothly and can be completed at the time given.

Moreover, through the presentation of system development progress, trainee may apply what they have learned in subject IMS 556 (Information Systems Interaction & Consultation). Hence, trainee can make presentation well in front of the audience. Trainee also may apply what they have learned in subject BEL 492 (Presentation Skills) during the presentation. So that trainee will be more confident to speak fluently.

Trainee also can apply their ability in doing technical tasks since they have learnt in subject Support Service and Maintenance for Information Systems. Trainee can help the staff at JKSNK to solve technical problems faced by staff which usually involves hardware and software failure. Trainee also can do system installation by herself without needs to depend on ICT staff. The trainee can show her ability towards the organization

In addition, trainee can increase the level of self-confidence through the system progress presentation with the staff and end-user of the system. Trainee learnt on how to received ideas and suggestions from others. It also provides an opportunity for the students to experience real working environment first hand whilst at the same time benefit them in terms of their personal and professional development. Furthermore, feedback gathered from the participating organizations help the students as well as the faculty in improving the character and professional skills of the graduate.

After five month of the industrial training, trainee has improved their soft skills and communication skills. Meanwhile, to get the information for system development, trainee needs to communicate with other staff from each department. 3Trainee also needs to communicate with the top management like chief judge in order to fulfil their needs. So it will directly improve their level of confidence to communicate with everyone in the organization.

Finally, trainee also had been given an opportunity to experience entered the court and feel the real situation in the court. As well as trainee can get the information which can be their references for system development, trainee also can learn about the realities of life. The experience entering the court will cannot be obtained at anywhere else.

4.2 Personal thoughts and opinion

Industrial training is a need to close the gap between industry and academic curriculum. It can help the trainee to develop skills and competencies they require to become an employer. Meanwhile, when they are fresh out of the universities, while joining the company, trainee need to apply theoretical knowledge acquired in the class with practical application of knowledge required to perform a task. In the case of IT industry, the industrial training will also teach them how the environment will be when they go to work. It gives the trainee a feel of how their work environment will be when they join the company. It is also a convenient pathway for the company to recruit human resource as some of them may absorb trainees into their workforce after they graduate.

In Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK), trainee has the opportunity to gain knowledge and experience they may need. Trainee is exposed to management jobs and tasks in real industrial environment. Trainee also gets the chances to communicate with end-user of the system and the company supervisor to get the information needed. Moreover, trainee has the opportunity to participate in several meetings with the top management and other staff to discuss ideas for the tasks given. These opportunities indirectly hone communication skills of trainee to be more confident in making a decision.

During the industrial training, trainee has also been able to contribute to the organization by developing a system. Trainee has improved communication and social interaction skills since trainee has to involved interaction and need to communicate with superiors, colleagues and others coworkers. By the development of the system it is hoped that the system that has been developed by trainee to function properly and can be fully utilized by the organization.

4.3 Lesson learnt

During the industrial training, students can learn a few things which can be used for the working environment in the future.

a) Time management

As time management skills are valuable in job-hunting also in many aspects of life, trainee can learn how to manage and improve their time management. As example, trainee must come to office at the time appointed which is before 8am and return from work follow the office hours. Same goes if trainee wants to take a leave. They have to give notice three days before.

b) Teamwork

Trainee is exposed to the working atmosphere to work in groups in carry out the assignment. Trainee is working in group and helps each other in getting information related to their task. Besides that, trainee can share their knowledge to enhance their soft skill. Trainee become more confident in giving their opinions to supervisor or staffs and can manage their team member well.

c) Communication Skills

While undergoing industrial training in JKSNK, trainee had an opportunity to communicate with end-user of the system together with organization supervisor to get the information needs of users. Trainee also can hone and learn communication skills among staff from different rank as well as communicate clearly and effectively with other colleagues. It is fun to deal with people especially when they were willing to help and explain about thing that trainee did not understand.

d) Self-Management

Getting to know what it's like to work in the real industry have tough the trainee on how to conduct herself properly in a working environment. Trainee is able to improve time management, more punctual in work and meeting tasks deadline. Trainee also learnt on how to wear appropriate attire to work and manage her appearance well.

e) Leadership awareness

Although the trainees don't have opportunities to lead any project or working group throughout the industrial training, she is able to gain some useful leadership insight by observing how some of the company superiors lead their subordinate.

f) Involve in organization activities

Trainee is involved in all activities organized by the organizations. Among activities joined by them are Talk about ICT Security Policy, UMI Program and others. This is a valuable experience for the trainee since it rarely offered at the university as well as they can gain a lot of knowledge.

4.4 Limitations and Recommendations

After undergoing an industrial training at Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK), there are some limitations that have been identified. Among them is in terms of facilities. The facilities and equipment provided is limited. Since the organization did not provided the equipment such as laptop or personal computer, students have to bring their own laptop every day during the industrial training period. Apart from that, the opportunity to be absorbed into the organization is also less since the vacancies here are limited.

Besides that, the materials for reference are limited. Trainee need to depend on staff to get the information. So, additional information gained by the trainee is limited. ICT Department of JSKSNK need to provide a suitable training staff to supervise and assist in giving a proper guidance as well as assessing the progress of the trainees. So that, students will be able to do varies kind of tasks throughout the five months of industrial training period.

As a recommendation, for ICT department of Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK), improvement of the system that has been developed by practical training student can be done in the future. They may add some features into the SISPAM. For examples, they can make the system go live and make the system more interactive.

Trainee want to recommend the company to create more structured training program. Trainee understands that the person responsible to supervise the practical student is already busy with their work burden. However, trainee believe that they can spend small portion of their time to plan more comprehensive, structured and organized training for the practical student.

In addition, for Jabatan Kehakiman Syariah Negeri Kelantan or ICT Department, the supervisor may have planned to place students in other department apart from ICT department during industrial training according to their field of study. For example, for Information Management student they may be place at Administrative Department, Record Unit or Library. So that, students can explores a lots of new things during their five months industrial training period as well as to enhance student's confidence to face the real work situations and challenges in the future.

4.5 Conclusion

In conclusion, there were many thing that trainee have experience and learned during the five month of industrial training at Jabatan Kehakiman Syariah Negeri Kelantan. Through this industrial training, trainee was able to gain new insights and more comprehensive understanding about the real industry working condition and practice. The five month placement also has provided trainee the opportunities to develop and improve trainee soft skills and functional skills. All of this valuable experience and knowledge that trainee gained were not only acquired through the direct involvement in task given but also through other aspect of the training such as work observation, interaction with colleagues, superior and others third party related to the company. From what trainee undergone, trainee agrees that the industrial training program have achieved its entire primary objective. It is also the best ways to prepare trainee in facing the real working life.

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(Muhamed Adlan Bin Muhamed Bukri, personal interview, May 4, 2017)

(Siti Nazirah Binti Mat Zain, personal interview, June 5, 2017)

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(Wan Faridah Hanum Binti Wan Yaacob, personal interview, April 10, 2017).

APPENDIXES

INDUSTRIAL TRAINING STUDENT'S CHECKLIST

INDUSTRIAL TRAINING STUDENT'S CHECKLIST

Student's Name : NIK MYRSYAHIRAH BINTI NIK ZAIN
Student's Id : 2013515401
Unit / Department : INFORMATION TECHNOLOGY DEPARTMENT
Organization : JABATAN KEHAKIMAN SYARIAH KELANTAN
Semester : Mac - July 2017

NO.	DESCRIPTION	APPENDICES IN REPORT	TICK (√)	DATE
1.	Receive, read and understand the documents;			28/12/16
	1. Industrial Training Handbook		✓	
	2. IMC690 Assessment		✓	10-14/7/2017
	3. Definition of Special Project (IM225/245 Only)		✓	
	4. Insurance Letter (UiTM)		✓	
	5. Industrial Training Report Overall Contents		✓	
	6. Cover & Title Page Guideline		✓	
	7. Declaration Guideline		✓	
2.	Receive, read and understand the rubrics;			
	1. Rubric – Industrial Evaluation		✓	
	2. Rubric - Individual Presentation		✓	
	3. Rubric - Industrial Training Report (Overall)		✓	
4.	4. Rubric - Industrial Training Report (Reflection Assessment)		✓	
	3. Receive, read and understand all the forms		✓	
4.	Report duty to organization and submit report duty form to the Industrial Training Coordinator ('Borang Report Duty') within the first week of internship Email : nurul1217@kelantan.uitm.edu.my OR Fax : 09-9762156 – HEA (please put a note : "U.P : Puan Nurulannisa Binti Abdullah")		✓	1-10/2/2017
5.	Understand that students are NOT ALLOWED to take any leave during internship, unless for emergency leave / MC / special case (not more than 6 days in 5 months); or else the internship status is automatically FAIL . Get the permission from Organizational Supervisor before taking any leave. **Any extra leave provided by organization is not counted under this clause. Organization may provide extra leave / benefits to students, if necessary**	YES (MC / Letter)	✓	
6.	Understand that NO semester break during internship.		✓	

7.	Understand that public holidays/special leaves/weekend are different between states; follow current state during internship / organization's policy. (put remark in the logbook)		✓	
8.	Record every attendance in the form ('Borang Kedatangan Latihan Industri') or use any method provided by organization (thumbprint or punch card).	YES (Copy of attendance)	✓	
9.	Record every task given in the logbook every day. Ask the Organizational Supervisor to sign/verify on daily OR weekly OR monthly basis.	YES (Copy of logbook entries)	✓	
10.	Fill up Organizational Supervisor's details ('Template Maklumat Penyelia') and submit to the Industrial Training Coordinator once the supervisor has been assigned. (**You may include the topic for Special Project, if you already have it**) Email : nurul1217@kelantan.uitm.edu.my		✓	28/2/2017
11.	Discuss with Organizational Supervisor regarding Special Project (must be ISM OR IM related tasks).		✓	
12.	Plan and strategize all the tasks given during internship (discuss with the Organizational Supervisor regarding duration for the tasks, especially Special Project). You may use the planner ('Jadual Perancangan Latihan Industri') OR make your own custom planner using MS Office / MS Project OR use the planner provided by the organization (if any).	YES	✓	
13.	Consult with your Faculty Supervisor regarding the tasks (especially Special Project) at least 3 TIMES , via face-to-face OR email OR phone calls OR any types of communication medium, which necessary.		✓	
14.	Hand over the industrial evaluation form (Rubric – Industrial Evaluation) to the Organizational Supervisor (softcopy or hardcopy, any way preferable by the supervisor). The Organizational Supervisor will make an evaluation on the student's performance.		✓	
15.	PAY your fees (semester Mac – July 2017) Refer Academic Calendar for the date.		✓	BEFORE 26/3/2017
16.	REGISTER for IMC690 (Industrial Training) course– Refer Academic Calendar for the date.		✓	27/2– 12/3/2017
17.	VALIDATE for IMC690 (Industrial Training) course.– Refer Academic Calendar for the date.		✓	13–26/3/2017 GUGUR TARAF 30/3/ 2017
18.	Update your MUET status to the HEA (to those who not yet submitted the result/status).		✓	
19.	Have a visit from the Visiting Supervisor (from nearest campus / faculty) during internship. Prepare the evaluation form ('Borang Penilaian		✓	

	Visiting Supervisor'). Students may discuss or seek for opinions from the Visiting Supervisor. But approval for the tasks (especially Special Project) may only be done by the Organizational Supervisor & Faculty Supervisor.			
20.	Submit the evaluation form (Rubric – Industrial Evaluation) to Industrial Training Coordinator OR Faculty Supervisor within the last week of internship			BEFORE / ON 30/6/2017
21.	Attend the presentation (viva) at the faculty *subject to change. Bring along the evaluation form ('Borang Penilaian Pelajar') during the presentation.			10-14/7/2017
22.	Submit the Industrial Training Report (hard cover bind, dark blue)			10-14/7/2017
23.	Provide a softcopy of Industrial Training Report in a CD, sealed in an envelope nicely, and attached at the back of the report.	YES		
24.	Attach this checklist in Appendices section.	YES		
25.	Attach any other necessary documents which related to your tasks in Appendices section (i.e. : user manual, photos of activities, forms, sketches of storyboard, sample of interface, etc.).	YES		

NOTES :

1. Organizational Supervisor – supervisor assigned by the industry / organization.
2. Faculty Supervisor – supervisor (lecturer) assigned by the faculty / campus, of which students come from. (i.e.: A faculty supervisor from Kelantan campus will be assigned for students from Kelantan campus).
3. Visiting Supervisor – supervisor (lecturer / staff) assigned by the faculty / campus, from the nearest campus/state to the organization. (i.e.: A visiting supervisor from Shah Alam will be assigned for students who undergo the internship in Selangor / Kuala Lumpur).

USER'S MANUAL

User's Manual

**Sistem Paparan Kes Mahkamah
(SISPAM)**

USER'S MANUAL
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USER'S MANUAL

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1.0 GENERAL INFORMATION

General information section explains in general terms the system and the purpose for which it is intended.

1.1 System Overview

Sistem Paparan Kes Mahkamah (SISPAM) is a display system that was developed to display the information of registered court cases. The system will help customers to obtain information on court cases that have been registered with the view on the display screen. SISPAM is a real-time information system. They will know the direction to go once they get the information of their cases.

1.2 Organization of the Manual

The user's manual consists of five sections: General Information, System Summary, Getting Started and Using the System.

General Information section explains in general terms the system and the purpose for which it is intended.

System Summary section provides a general overview of the system. The summary outlines the uses of the system's hardware and software requirements, system's configuration, user access levels and system's behaviour in case of any contingencies.

Getting Started section explains how to get SISPAM and install it on the device. The section presents briefly system menu.

Using The System section provides a detailed description of system functions.

2.0 SYSTEM SUMMARY

System Summary section provides a general overview of the system. The summary outlines the uses of the system's hardware and software requirements, system's configuration, user access levels and system's behaviour in case of any contingencies.

2.1 System Configuration

The applications that are used for system development are NetBeans IDE 8.2, XAMPP v1.8, Mozilla Firefox or Google Chrome. For better display, Google Chrome can be used. The application does not require Internet connection to save data into database. Data saved in database can be seen using any major Internet browser. After installation on the device, SISPAM can be used immediately without any further configuration.

2.2 User Access Levels

Only registered users are able access data in the database.

3.0 GETTING STARTED

Getting Started section explains how to get SISPAM and install it on the device. The section presents briefly system menu.

3.1 Installation

1. Install JDK 8 into computer system



Figure 1: JDK 8 Setup Screen

2. Click Next to continue



Figure 2: Java Setup Progress Screen

3. Install NetBeans IDE 8.2 into computer system



Figure 3: NetBeans IDE Installer Screen

4. Click Next to continue. The installation would take some times

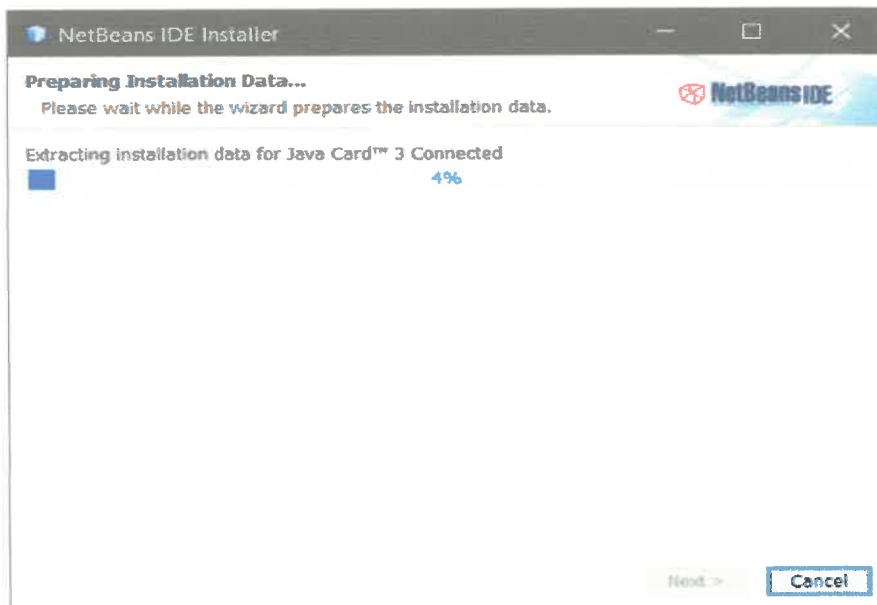


Figure 4: Installation Progress

5. Install XAMPP into your computer system.

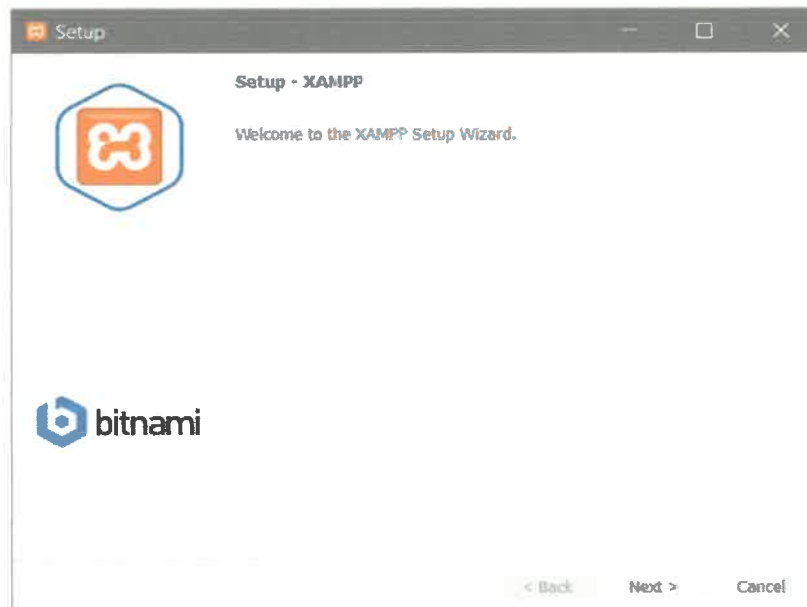


Figure 5: XAMPP Welcome Setup Screen

6. Tick the component to be installed as shown below.

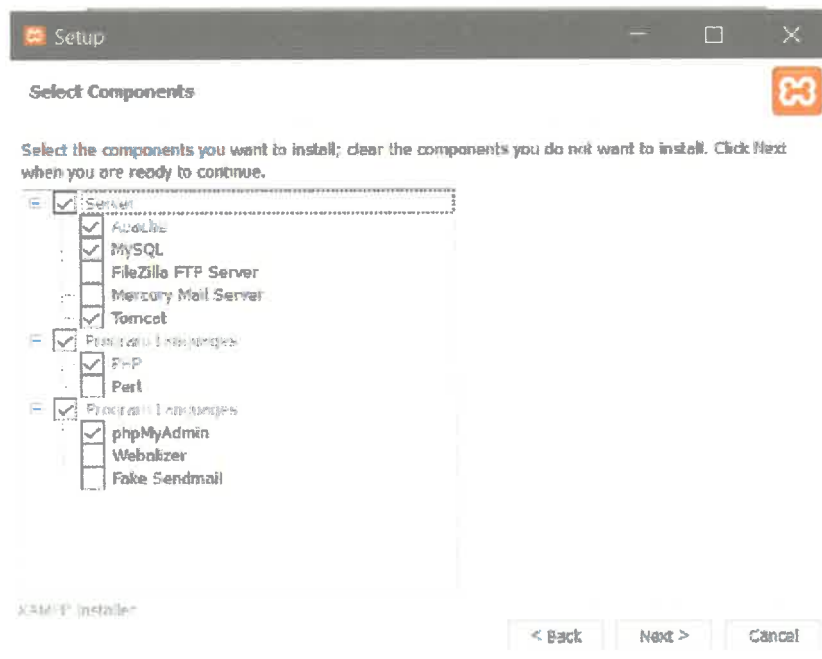


Figure 6: Select Components

- Then, go to your Start menu, search for XAMPP Control Panel and right-click on it and click **Run as administrator**.

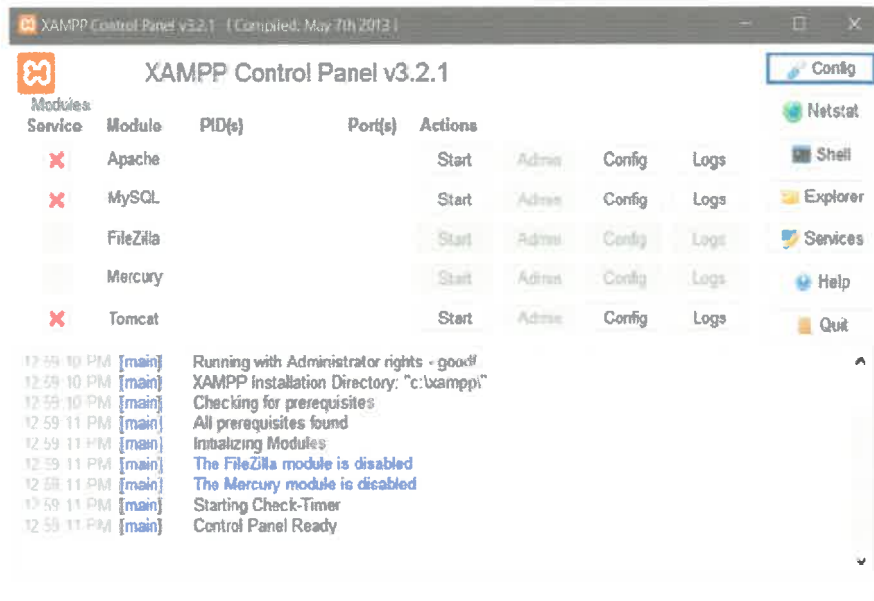


Figure 7: XAMPP Control Panel

- After XAMPP Control Panel has launched, please click all **X** button which is Apache, MySQL and Tomcat (server used). Click **Yes** if confirmation popup appear. Then wait until the **X** changed into **✓**
- Then, click Start button for both Apache and MySQL.

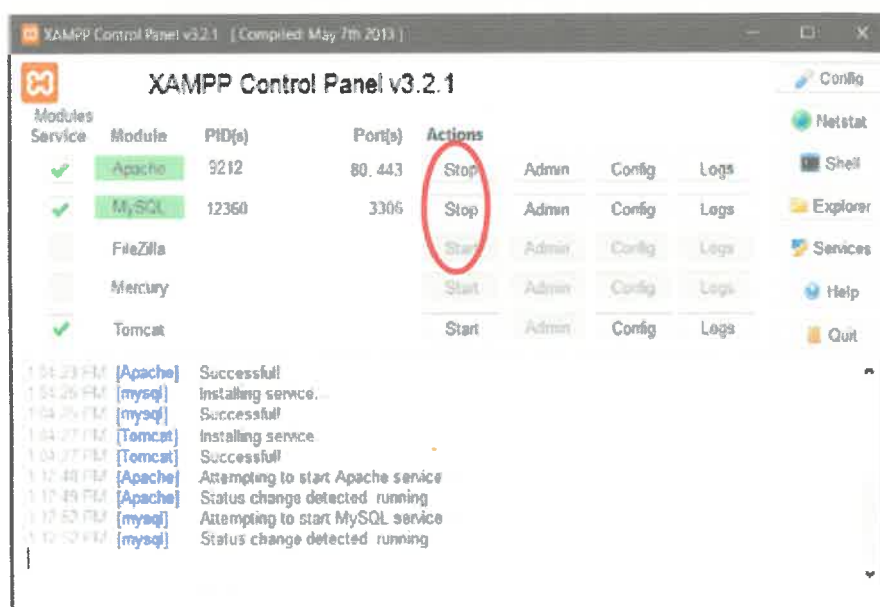


Figure 8: Start Component on XAMPP Control Panel

10. Now, go to <http://127.0.0.1/phpmyadmin/index.php>.

11. You will see the web page as shown below.

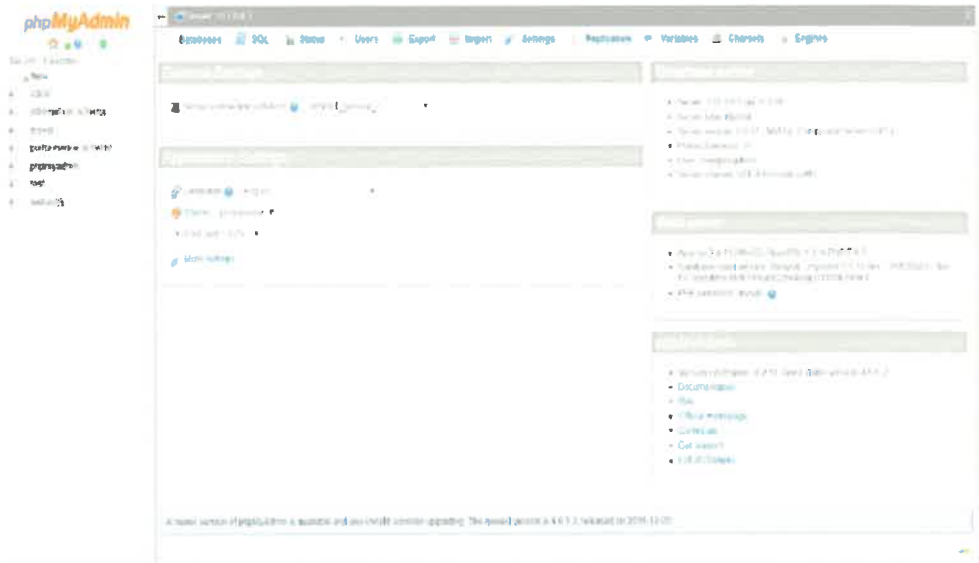


Figure 9: phpMyAdmin Screen

12. At the menu bar that was located on top of the page, there is a list of button. Click **Import**.

13. Click, **Choose File** button. Select 127_0_0_1.sql then click **Open**.

14. At the bottom of the page there is a **Go** button. Click it. Wait until you see the message as shown below.



Figure 10: Successful Import File Message

15. On the left-side menu, click on **sispam**. Then at the middle of the screen, there is a list of table of database. Click at any of table name to view stored data.

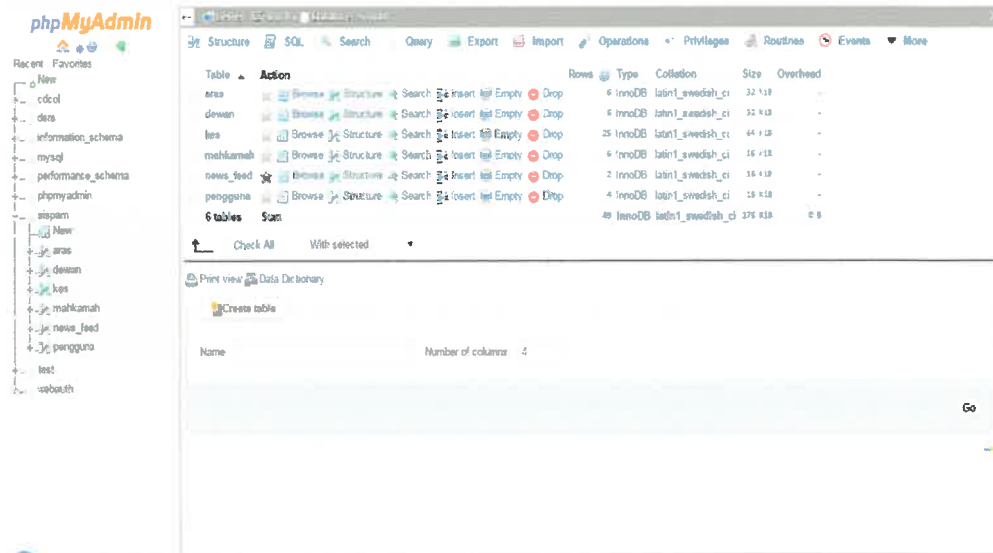


Figure 11: Data Stored In Database

16. Now, launch NetBeans IDE 8.2 that has been already installed.



Figure 12: NetBeans IDE Welcome Screen

17. At the menu bar that is located on top of the NetBeans IDE, click **File** and then click **Open Project**.

18. On the folder browser panel, select the project **SISPAM** that are located inside the **Project** folder. Then, click **Open Project**.

19. Click on **Projects** tab on the project file browser, right click on the project, and click **Run**.

20. Web browser will be opened automatically and show your project home page.

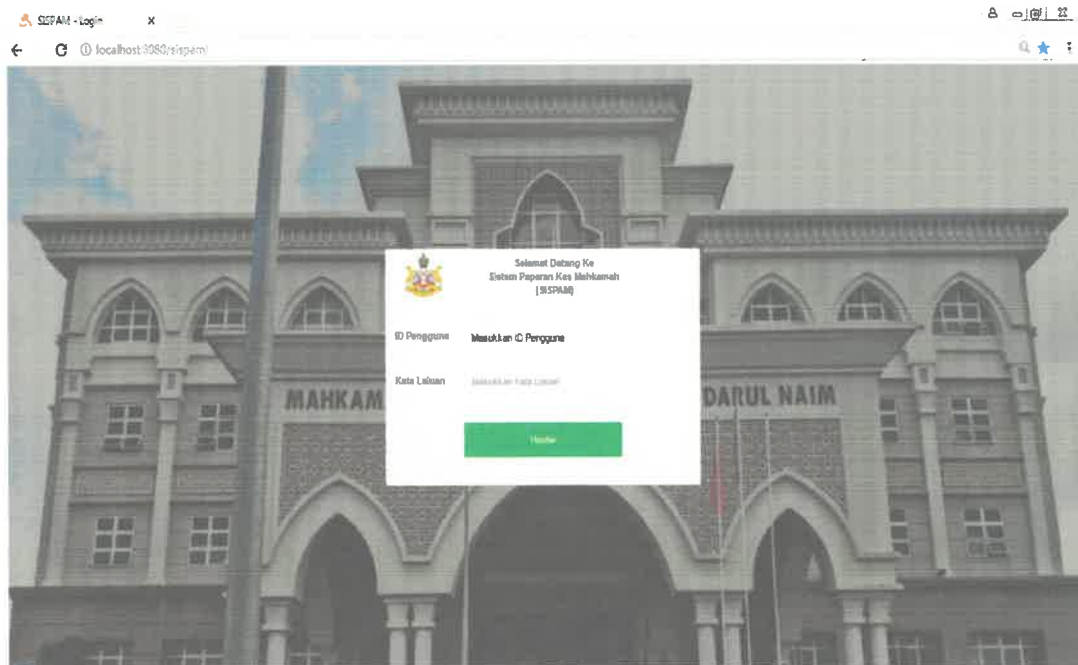


Figure 13: Login Page of SISPAAM

3.2 Using the system

21. User will log in into the system by entering their **User ID** (*ID Pengguna*) and **Password**(*Kata Laluan*).

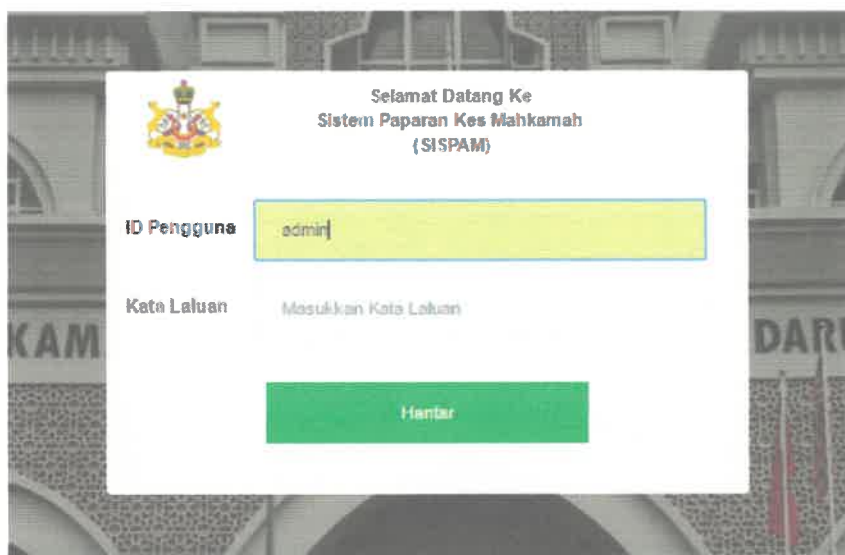


Figure 14: User Login Page

22. Then, the main menu page will be shown as below. User will choose the menu they want.




Figure 15: Main Menu Page of SISPAM

23. Fill up the cases information in page *Kemasukan Kes Baru*.

Selamat datang, Syahrirah binti Nik Zain Log masuk terakhir pada 18/06/2017 09:08 AM

[Menu Utama](#) [Log Keluar](#)


Sistem Paparan Kes Mahkamah (SISPAAM)
Jabatan Kehakiman Syariah Negeri Kelantan

Kemasukan Kes Baru

Kod Kes 0000 - 000 - 0000 - 0000

Mahkamah Nama Mahkamah

Area ▼

Dewan ▼

Masa 08:30 AM

Tarikh ▼


Kosongkan Simpan

Figure 16: Page *Kemasukan Kes Baru*

24. After all the information has been entered, click *Simpan* button to save the information. Meanwhile to clear the entire field, click *Kosongkan* button.

Selamat datang, Syahrirah binti Nik Zain Log masuk terakhir pada 18/06/2017 09:08 AM

[Menu Utama](#) [Log Keluar](#)


Sistem Paparan Kes Mahkamah (SISPAAM)
Jabatan Kehakiman Syariah Negeri Kelantan

Kemasukan Kes Baru

Kod Kes 00011 - 011 - 0156 - 2017

Mahkamah MAHKAMAH REWDIAH SYARIAH 2

Area 3 ▼

Dewan DEWAN 2 ▼

Masa 08:30 AM

Tarikh 18/06/2017

Kosongkan Simpan

Figure 17: Data entered in Page *Kemasukan Kes Baru*

25. If the information entered is incorrect, a pop-up error will be displayed.

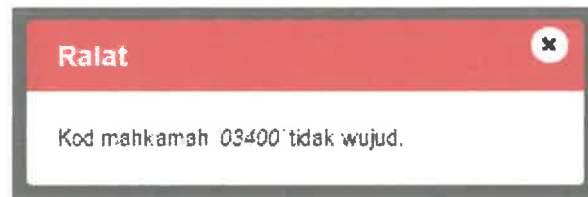




Figure 18: Pop-Up Error Message

26. User can update the information entered at *Kemaskini Kes* page. Click button  to edit the data and button  to delete the data. Choose paparan to view other amount of data save.

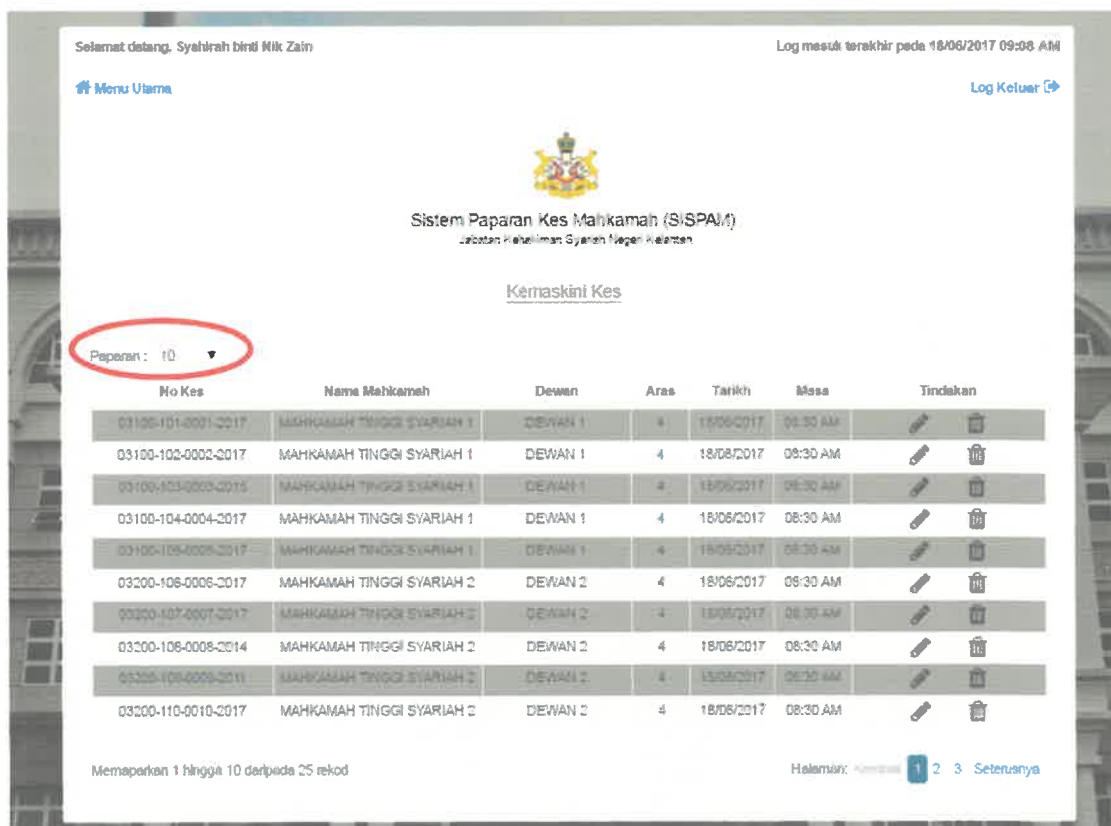


Figure 19: Page *Kemaskini Kes*


27. Click button **Tambah Baru** to add *Hebahan/ Pemberitahuan*. Then, click button  to edit the data and button  to delete the data.



Figure 20: Page *Hebahan/ Pemberitahuan*

28. Fill in the *Tambah Hebahan/ Pemberitahuan* pop-up. Select AKTIF to make the *Hebahan/ Pemberitahuan* display on the screen and TIDAK AKTIF if don't want it to be display on the screen.

Tambah Hebahan / Pemberitahuan 

Mesej:

Status:
 AKTIF ▼
 AKTIF
 TIDAK AKTIF

Simpan
Batal

Figure 21: Form of *Tambah Hebahan/ Pemberitahuan*

29. Select court case information to display on screen by choosing *Sila pilih mahkamah* menu.

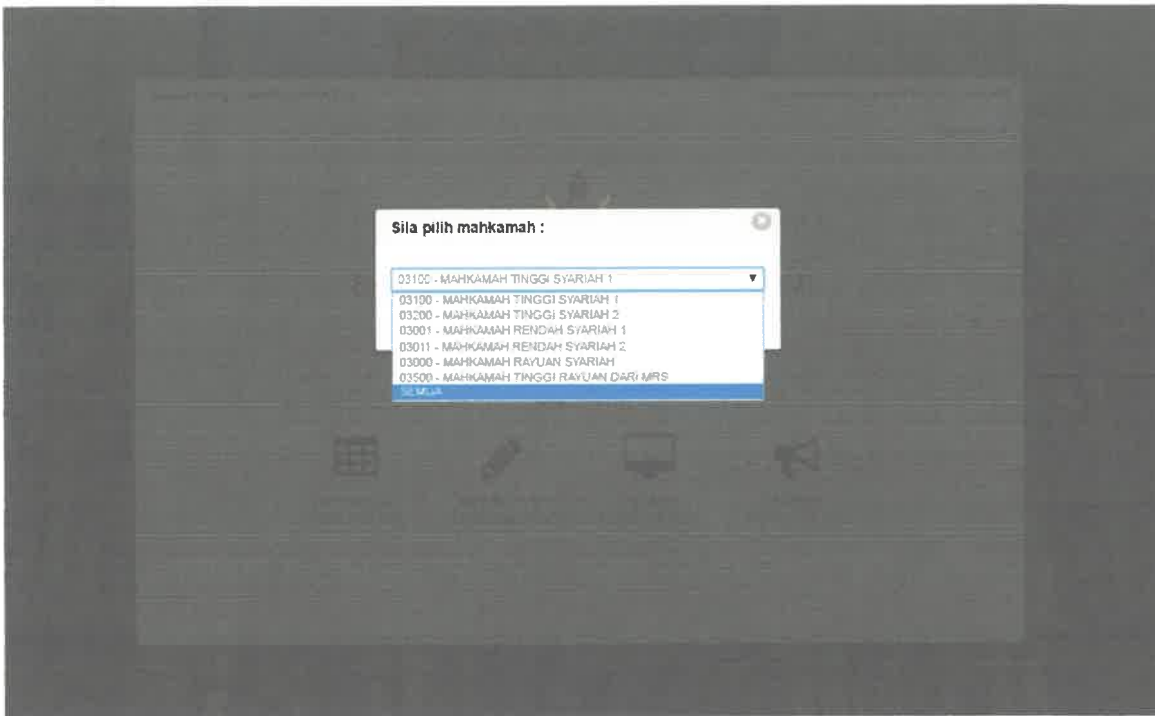


Figure 22: Page *Sila Pilih Mahkamah*

30. The display of Sistem Paparan Kes Mahkamah (SISPAM)

	MAHKAMAH	NO KES	ARAS	DEWAN	MASA
11	MAHKAMAH RENDAH SYARIAH 1	03001-055-0011-2017	2	DEWAN 1	08.30 AM
12	MAHKAMAH RENDAH SYARIAH 1	03001-056-0012-2017	2	DEWAN 1	08.30 AM
13	MAHKAMAH RENDAH SYARIAH 1	03001-057-0013-2016	2	DEWAN 1	08.30 AM
14	MAHKAMAH RENDAH SYARIAH 1	03001-058-0014-2017	2	DEWAN 1	08.30 AM
15	MAHKAMAH RENDAH SYARIAH 1	03001-059-0015-2017	2	DEWAN 1	08.30 AM
16	MAHKAMAH RENDAH SYARIAH 2	03011-001-0011-2017	3	DEWAN 2	08.30 AM
17	MAHKAMAH RENDAH SYARIAH 2	03011-002-0012-2016	3	DEWAN 2	08.30 AM
18	MAHKAMAH RENDAH SYARIAH 2	03011-003-0013-2017	3	DEWAN 2	08.30 AM
19	MAHKAMAH RENDAH SYARIAH 2	03011-004-0014-2017	3	DEWAN 2	08.30 AM
20	MAHKAMAH RENDAH SYARIAH 2	03011-005-0015-2017	3	DEWAN 2	08.30 AM

KES 03001-055-0011-2017 AKAN DIBICARAKAN DI MAHKAMAH RENDAH SYARIAH 2 DEWAN 2 ARAS 3 PADA PUKUL 8.30 PAGI

Figure 23: Case Information Display on Screen

ATTENDANCE SHEETS

Employee Time Card
Nik Nursyahirah binti Nik Zain

Date	Weekday	Day Type	Schedule	In	Break	Resume Out	OT	Done	Work	Overtime Short	Leave Taken	Remark
01/02/2017	Wednesday	WORKDAY	0							0.07		
02/02/2017	Thursday	WORKDAY	0	7:54am		3:36pm			7.30	0.06	ABSENT	
03/02/2017	Friday	WORKDAY	0								ABSENT	
04/02/2017	Saturday	WORKDAY	0									
05/02/2017	Sunday	RESTDAY	0	8:05am		5:05pm			8.55	0.05	0.05	
06/02/2017	Monday	OFFDAY	0	8:08am		5:10pm			8.52	0.10	0.08	
07/02/2017	Tuesday	WORKDAY	0	7:55am		5:02pm			9.00	0.02		
08/02/2017	Wednesday	WORKDAY	0	7:53am		5:08pm			9.00	0.08		
09/02/2017	Thursday	WORKDAY	0	7:45am		3:39pm			7.30	0.09		
10/02/2017	Friday	WORKDAY	0								ABSENT	
11/02/2017	Saturday	WORKDAY	0								ABSENT	
12/02/2017	Sunday	RESTDAY	0	7:46am		5:01pm			9.00	0.01		
13/02/2017	Monday	OFFDAY	0	7:36am		5:04pm			9.00	0.04		
14/02/2017	Tuesday	WORKDAY	0	7:53am		5:02pm			9.00	0.02		
15/02/2017	Wednesday	WORKDAY	0	7:50am		5:04pm			9.00	0.04		
16/02/2017	Thursday	WORKDAY	0	7:48am		3:34pm			7.30	0.04		
17/02/2017	Friday	WORKDAY	0								ABSENT	
18/02/2017	Saturday	WORKDAY	0								ABSENT	
19/02/2017	Sunday	RESTDAY	0									
20/02/2017	Monday	OFFDAY	0	7:46am		5:03pm			9.00	0.03		
21/02/2017	Tuesday	WORKDAY	0	7:46am		5:03pm			9.00	0.03		
22/02/2017	Wednesday	WORKDAY	0	7:55am		5:01pm			9.00	0.01		
23/02/2017	Thursday	WORKDAY	0	7:51am		3:34pm			7.30	0.04		
24/02/2017	Friday	WORKDAY	0								ABSENT	
25/02/2017	Saturday	WORKDAY	0								ABSENT	
26/02/2017	Sunday	RESTDAY	0	7:53am		5:03pm			9.00	0.03		
27/02/2017	Monday	OFFDAY	0	7:49am		5:06pm			9.00	0.06		
28/02/2017	Tuesday	WORKDAY	0	7:42am		5:03pm			9.00	0.03		
01/03/2017	Wednesday	WORKDAY	0	7:45am		5:01pm			9.00	0.01		
02/03/2017	Thursday	WORKDAY	0	7:50am		3:31pm			7.30	0.01		
03/03/2017	Friday	WORKDAY	0								ABSENT	
04/03/2017	Saturday	WORKDAY	0								ABSENT	
05/03/2017	Sunday	RESTDAY	0	7:56am		5:00pm			9.00			
06/03/2017	Monday	OFFDAY	0	7:52am		5:00pm			9.00			
07/03/2017	Tuesday	WORKDAY	0	7:51am		5:00pm			9.00			

69

✓=Excused

Nik Nursyahirah binti Nik Zain

Date	Weekday	Day Type	Schedule	In	Break	Resume	Out	OT	Done	Work	Overtime	Short	Leave Taken	Remark
12/04/2017	Wednesday	WORKDAY	0	7:37am			5:03pm			9.00	0.03			
13/04/2017	Thursday	WORKDAY	0	7:38am			3:32pm			7.30	0.02			
14/04/2017	Friday	WORKDAY	0										ABSENT	
15/04/2017	Saturday	WORKDAY	0										ABSENT	
16/04/2017	Sunday	RESTDAY	0	7:35am			5:02pm			9.00	0.02			
17/04/2017	Monday	OFFDAY	0	7:40am			5:01pm			9.00	0.01			
18/04/2017	Tuesday	WORKDAY	0	7:37am			5:02pm			9.00	0.02			
19/04/2017	Wednesday	WORKDAY	0	7:39am			5:03pm			9.00	0.03			
20/04/2017	Thursday	WORKDAY	0	7:29am			3:32pm			7.30	0.02			
21/04/2017	Friday	WORKDAY	0										ABSENT	
22/04/2017	Saturday	WORKDAY	0										ABSENT	
23/04/2017	Sunday	RESTDAY	0	7:36am			5:02pm			9.00	0.02			
24/04/2017	Monday	OFFDAY	0											
25/04/2017	Tuesday	WORKDAY	0	7:34am			5:03pm			9.00	0.03			
26/04/2017	Wednesday	WORKDAY	0	7:36am			5:02pm			9.00	0.02			
27/04/2017	Thursday	WORKDAY	0	7:44am			3:32pm			7.30	0.02			
28/04/2017	Friday	WORKDAY	0										ABSENT	
29/04/2017	Saturday	WORKDAY	0										ABSENT	
30/04/2017	Sunday	RESTDAY	0	7:34am			5:03pm			9.00	0.03			
01/05/2017	Monday	OFFDAY	0											
02/05/2017	Tuesday	WORKDAY	0	7:40am			5:03pm			9.00	0.03			
03/05/2017	Wednesday	WORKDAY	0	7:48am			5:02pm			9.00	0.02			
04/05/2017	Thursday	WORKDAY	0	7:43am			3:45pm			7.30	0.15			
05/05/2017	Friday	WORKDAY	0										ABSENT	
06/05/2017	Saturday	WORKDAY	0										ABSENT	
07/05/2017	Sunday	RESTDAY	0	7:44am			5:03pm			9.00	0.03			
08/05/2017	Monday	OFFDAY	0	7:46am			5:02pm			9.00	0.02			
09/05/2017	Tuesday	WORKDAY	0	7:52am			5:04pm			9.00	0.04			
10/05/2017	Wednesday	WORKDAY	0										ABSENT	
11/05/2017	Thursday	WORKDAY	0	7:50am			3:33pm			7.30	0.03			
12/05/2017	Friday	WORKDAY	0										ABSENT	
13/05/2017	Saturday	WORKDAY	0										ABSENT	
14/05/2017	Sunday	RESTDAY	0	7:59am			5:03pm			9.00	0.03			
15/05/2017	Monday	OFFDAY	0	7:46am			5:02pm			9.00	0.02			
16/05/2017	Tuesday	WORKDAY	0	7:56am			5:02pm			9.00	0.02			

69 ✓ =Excused

Date	Weekday	Day Type	Schedule	In	Break	Resume	Out	OT	Done	Work	Overtime Short	Leave Taken	Remark
21/06/2017	Wednesday	WORKDAY	0	7:51am			4:03pm			8.03	0.57		
22/06/2017	Thursday	WORKDAY	0	7:59am								ABSENT	
23/06/2017	Friday	WORKDAY	0									ABSENT	
24/06/2017	Saturday	WORKDAY	0										
25/06/2017	Sunday	RESTDAY	0										
26/06/2017	Monday	OFFDAY	0										
27/06/2017	Tuesday	WORKDAY	0									ABSENT	
28/06/2017	Wednesday	WORKDAY	0									ABSENT	
29/06/2017	Thursday	WORKDAY	0									ABSENT	
30/06/2017	Friday	WORKDAY	0									ABSENT	
Day Type	Total Days	Present	Absent	Work	Overtime	Short							
WORKDAY	108	61	47	490.18	2.22	10.42	47.000 KEMATIAN CUTI REHAT						
HOLIDAY	21	18		158.05	0.35	3.55	SICK						
RESTDAY	21	17		149.45	0.48	3.15	HOLIDAY						
OFFDAY	150	96	47	798.08	3.45	17.52	VACATION UNPAID LEAVE PTO (PAID TIME)						
													47.000

Jabatan Kehakiman Syariah Negeri Kelantan

Supervisor /Date: Nik Nursyahira binti Nik Zain /Date:

GANTT CHART

CARTA PERBATUAN (GANTT CHART) TUGASAN PELAJAR PRAKTIKAL UNIT ICT : FEB 2017 - JUN 2017
JABATAN KEHAKIMAN SYARIAH NEGERI KELANTAN

PERKARA	BULAN											
	1	2	3	4	5	6	7	8	9	10	11	12
1. Laporan di JKSN Kelantan - Unit ICT												
2. Pembahagian kerja berkaitan sistem												
3. Sistem Papan Info Mahkamah												
4. Sistem Pengurusan Kursus/Latihan												
5. Sistem Permohonan Praktikal												
6. Video Korporat 2017												
7. Kajian awal (requirement analysis)												
8. Rekabentuk sistem (diagram)												
9. Pembangunan Sistem												
10. Pengujian Sistem /Prototype												
11. Kajian semula dan Pengemaskinian												
12. Pembentangan												
13. Pemasangan dan implementasi												
14. Dokumentasi												
15. Preventive Maintenance												
16. Latihan Teknikal (rangkapan/baikputih komputer)												

•• Latihan Teknikal -PIC: Residua dan Hismdawata
 •• Preventive Maintenance - PIC (Mohd Zamri)

INVITATION LETTER OF
STUDENT
PRESENTATION



جباتن كاكيمن شرعية نكري كلنتن
كوتبهاروكلنتن

JABATAN KEHAKIMAN SYARIAH NEGERI KELANTAN
Kompleks Mahkamah Syariah,
Bandar Baru Tunjung, Jalan Pasir Mas - Salor
15510 Kota Bharu, Kelantan.

Telefon : 09-748 2206
(DL) : 09-746 1512
Faks : 09-743 0476

Rujukan Kami : JKSKN 100 - 12/1/8 ()
Bertarikh : 19 Jamadil Awal 1438H
16 Februari 2017

Ke Majlis,

Muhammed Adlan Bin Muhammed Bukri, PPTM F29
Mohd Zamri Bin Mahmud, PPTM F29
Hasmidawate Binti Muhamad, PPTM FA29
Ahmad Reedza Bin Alias, JTK FT17
Nurul Ashikin Bt Senik
Nik Nursyahirah Bt Nik Zain
Zainudin Bin Idris

Tuan/Puan,

**JEMPUTAN SESI PEMBENTANGAN 1PELAJAR PRAKTIKAL: SISTEM PAPARAN INFO MAHKAMAH, SISTEM
PENGURUSAN LATIHAN, SISTEM PERMOHONAN PRAKTIKAL DAN VIDEO KORPORAT JKSN KELANTAN**

Merujuk perkara di atas, Tuan/Puan dijemput untuk menghadiri pembentangan/perbincangan bersama pelajar praktikal sepertimana berikut:

Tarikh : **01 MAC 2017 (Rabu)**
Masa : 09.30 pagi – 12.00 tengah hari
Tempat : Bilik Mesyuarat Utama, Aras 6, Kompleks Mahkamah Syariah

2. Sesi ini diadakan untuk menyemak tugas yang dilaksanakan oleh para pelajar praktikal. Di samping itu, sesi perbincangan dan percambahan idea boleh membantu semua pihak dalam memantapkan perjalanan tugas tersebut.

3. Tuan/Puan **DIWAJIBKAN** hadir ke sesi pembentangan ini dan kedatangan tuan/puan didahului dengan ucapan terima kasih.

Sekian.

SYARIAT ALLAH MEMBIMBING RAJA DAN RAKYAT SEPANJANG ZAMAN*
SEMOGA ALLAH MELINDUNGI TUANKU DUNIA DAN AKHIRAT

Yang menurut perintah,

RJD
M Y



جباتن كاكيمان شرعية نكري كلنتن
كوتبهاروكلنتن

JABATAN KEHAKIMAN SYARIAH NEGERI KELANTAN
Kompleks Mahkamah Syariah.
Bandar Baru Tunjung, Jalan Pasir Mas - Salor
15510 Kota Bharu, Kelantan.

Telefon : 09-748 2206
(DL) : 09-746 1512
Faks : 09-743 0476

Rujukan Kami : JKSKN 100 - 12/1/8 ()
Bertarikh : 07 Rejab 1438H
04 April 2017

Ke Majlis,

Muhammed Adlan Bin Muhammed Bukri, PPTM F29
Mohd Zamri Bin Mahmud, PPTM F29
Hasmidawate Binti Muhamad, PPTM FA29
Ahmad Reedza Bin Alias, JTK FT17
Nurul Ashikin Bt Senik
Nik Nursyahirah Bt Nik Zain
Zainudin Bin Idris

Tuan/Puan,

**JEMPUTAN SESI PEMBENTANGAN SIRI 2 PELAJAR PRAKTIKAL: SISTEM PAPARAN KES MAHKAMAH (SISPAM),
SISTEM PENGURUSAN LATIHAN (E-COURSES MANAGEMENT SYSTEM) DAN SISTEM PERMOHONAN
PRAKTIKAL (E-PRAKTIKAL)**

Merujuk perkara di atas, Tuan/Puan dijemput untuk menghadiri pembentangan/perbincangan bersama pelajar praktikal sepertimana berikut:

Tarikh : **13 APRIL 2017 (Khamis)**
Masa : 09.30 pagi – 12.00 tengah hari
Tempat : Bilik Mesyuarat Utama, Aras 6, Kompleks Mahkamah Syariah

2. Sesi ini diadakan untuk menyemak tugas yang dilaksanakan oleh para pelajar praktikal. Di samping itu, sesi perbincangan dan percambahan idea boleh membantu semua pihak dalam memantapkan perjalanan tugas tersebut.

3. Tuan/Puan **DIWAJIBKAN** hadir ke sesi pembentangan ini dan kedatangan tuan/puan didahului dengan ucapan terima kasih.

Sekian.

***ISLAM DIJULANG RAJA DIJUNJUNG RAKYAT DISANJUNG**
*SEMOMA ALLAH MELINDUNGI TUANKU DUNIA DAN AKHIRAT***

M BINTI WAN YAACOB)

Pegawai Teknologi Maklumat
Jabatan Kehakiman Syariah Negeri Kelantan



جباتن كاكيمن شرعية نكري كملنتن
كوتبهار و كلنتن

JABATAN KEHAKIMAN SYARIAH NEGERI KELANTAN
Kompleks Mahkamah Syariah,
Bandar Baru Tunjung, Jalan Pasir Mas - Salor
15510 Kota Bharu, Kelantan.

Telefon : 09-748 2206
(DL) : 09-746 1512
Faks : 09-743 0476

Rujukan Kami : JKSKN 100 - 12/1/8 ()
Bertarikh : 10 Sya'aban 1438H
07 Mei 2017

Ke Majlis,

Sebagaimana LAMPIRAN A

Tuan/Puan,

JEMPUTAN KE SESI PEMBENTANGAN SIRI 3 PELAJAR PRAKTIKAL: SISTEM PAPARAN MES MAHKAMAH (SISPAM), SISTEM PENGURUSAN LATIHAN (E-COURSES MANAGEMENT SYSTEM) DAN SISTEM PERMOHONAN PRAKTIKAL (E-PRAKTIKAL)

Merujuk perkara di atas, Tuan/Puan dijemput untuk menghadiri pembentangan/perbincangan bersama pelajar praktikal sepertimana berikut:

Tarikh : **24 MEI 2017 (Rabu)**
Masa : 09.30 pagi – 12.00 tengah hari
Tempat : Bilik Mesyuarat Utama, Aras 6, Kompleks Mahkamah Syariah

2. Sesi ini diadakan untuk menyemak tugas yang dilaksanakan oleh para pelajar praktikal ICT. Di samping itu, sesi perbincangan dan percambahan idea boleh membantu semua pihak dalam memantapkan perjalanan tugas tersebut.

3. Kehadiran tuan/puan didahului dengan ucapan terima kasih.

Sekian.

ISLAM DIJULANG, RAJA DIJUNJUNG, RAKYAT DISANJUNG*
SEMOGA ALLAH MELINDUNGI TUANKU DUNIA DAN AKHIRAT

(WA)
Pegawai Teknologi Maklumat
Jabatan Kehakiman Syariah Negeri Kelantan

FORM AND MEDICAL LEAVE APPLICATIONS



**PERMOHONAN CUTI REHAT
(JABATAN KEHAKIMAN SYARIAH KELANTAN)**

Kepada : **PEGAWAI TEKNOLOGI MAKLUMAT**

Saya pohon kebenaran cuti rehat selama 1 hari mulai *daripada / pada 26/03 hingga 26/03/2017.....

Catatan**

Tandatangan pemohon: [Signature].....

Nama Penuh : NIK MURSYAHIRAH BT NIK ZAIN
(PELAJAR PRAKTIKAL ICT)

Tarikh : 30 MAC 2017

Kepada : **KETUA PENDAFTAR**

Pegawai Yang Meluluskan Cuti

Permohonan cuti di atas *disokong / tidak di

Tarikh : 20/3/2017.....

Permohonan cuti di atas *diluluskan / tidak diluluskan

Tandatangan Ketua Bahagian / Unit
WAN FARIDAH HANUM BINTI WAN YAACOB
Pegawai Teknologi Maklumat (F44)
Jabatan Kehakiman Syariah
Negeri Kelantan

Tarikh

Tandatangan Ketua Pegawai Yang Meluluskan Cuti

Untuk Kegunaan Pejabat

Baki cuti pemohon hari (Diisi dan ditandatangani ringkas sebelum borang diserahkan kepada pemohon)

Pemohon diberitahu dan cuti direkod. (Tindakan ini hendaklah diambil setelah cuti diluluskan)

Tarikh

b/p Pegawai Pentadbiran

Nota: * Potong mana yang tidak berkenaan
** Keterangan mengenai cuti yang diambil

Kepada
(Nama Pemohon)

Permohonan cuti tuan / puan diluluskan selama hari hingga

Baki cuti rehat.....hari.

b/p Pegawai Pentadbiran



UNIT TEKNOLOGI MAKLUMAT DAN KOMUNIKASI
JABATAN KEHAKIMAN SYARIAH KELANTAN
Kompleks Mahkamah Syariah Bandar Baru Tunjung

Borang Penyelenggaraan Pencegahan Perkakasan dan Perisian ICT

Bahagian A: Maklumat Am		
Nama Pengguna		Lokasi
Jawatan/Gred		Jabatan/Bahagian/Unit
No Telefon		Tandatangan
Bahagian B: Kemudahan Komputer Peribadi		
Jenis komputer pengguna	<input type="checkbox"/> Komputer Desktop <input type="checkbox"/> Komputer Riba	
Adakah pengguna mempunyai capaian Internet?	<input type="checkbox"/> Ya <input type="checkbox"/> Tidak	
Bahagian C: Jenis Perkakasan ICT		
Komputer		
Monitor		
Papan Kekunci		
Tetikus		
Pencetak		
Pengimbas		
Lain-lain		
Bahagian D: Penyelenggaraan		
Sila jalankan langkah-langkah berikut dalam turutan yang dinyatakan:		
D1.	Periksa semua peralatan ICT dan kabel	<input type="checkbox"/>
D2.	Aplikasi berikut telah diinstal:	
	a) Anti Virus : Kaspersky / Lain-lain (Nyatakan: _____) <i>* Pastikan hanya satu (1) Anti Virus sahaja diinstal pada satu-satu komputer</i>	<input type="checkbox"/>
	b) Defraggler	<input type="checkbox"/>
	c) CCleaner	<input type="checkbox"/>
D3.	a) Lancarkan CCleaner untuk mengemaskan fail dan 'registry'	<input type="checkbox"/>
	b) Lancarkan Defraggler untuk mengemaskan fail	<input type="checkbox"/>
	c) Lancarkan Anti Virus untuk mengesan virus	<input type="checkbox"/>
D4.	Scan segala thumbdrive pengguna menggunakan Anti Virus (jika ada)	<input type="checkbox"/>
D5.	Pastikan terdapat direktori bernama autorun.inf dalam thumbdrive	<input type="checkbox"/>

Catatan / Komen :

Saya telah menjalankan pemeriksaan penyelenggaraan yang telah diberikan mengikut prosedur yang ditetapkan.

Nama Juruteknik Komputer :

Tarikh :

Tandatangan :


PRESENTATION SLIDES
AND
BROCHURES

Industrial Training Presentation

Jabatan Kehakiman Syariah Negeri Kelantan

Presented by NIK NURSYAHIRAH BINTI NIK ZAIN (2013215401)

Introduction



- JKSNK – Jabatan Kehakiman Syariah Negeri Kelantan
- Established in 1998
- Located at Bandar Baru Tunjung
- The purpose of establishment - Mahkamah Syariah Kelantan as a body that capable of resolving disputes and enforcing the enforcement of Islamic Law on all Muslims in the State of Kelantan.
- Among the objectives of JKSNK is to establish Islamic Law related to administration and to set a standard practice for Syariah Court that would be adopted by all States

Motto

"Syariah is a Basis of Justice"

Vision

To make a central agency that is competent to realise the standardisation of the Islamic legal system to uphold justice.

Mission

To streamline the provisions of Islamic law throughout the country and manage appeal cases effectively and systematically.

ICT Department of JKSNK

- ICT Department of Jabatan Kehakiman Syariah Negeri Kelantan is one of the parts under Management Sector
- The department main function is to support the ICT-related matters, namely ICT Planning, Technical and Operations, Application Management and Application Security.

Among the functions of ICT Department are

- Ensure that the system is available to be used properly
- To provide ICT and technical assistance needed to all Department / Unit under the JKSNK
- Solve and report problems associated with systems provided by JKSM reported through the use of HelpDesk
- Designing Strategic Plan and ICT Security Plan JKSNK

Industrial Training Activities

Developed a system for JKSNK



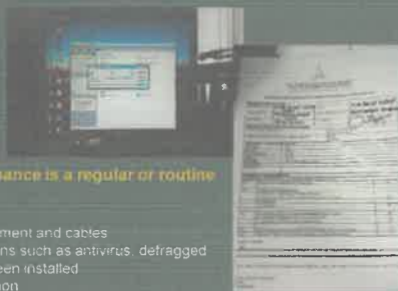
- SISPAM – Sistem Paparan Kes Mahkamah
- SISPAM is a display system that displays the court cases information

Presentation of system development progress



- The purpose of the presentation is to show the progress of the system started from system proposal until full system
- Attended by all ICT staff and end-user of the system
- Held four times during the industrial training period

Preventive Maintenance of ICT Hardware and Software



Preventive maintenance is a regular or routine maintenance

- ✓ Check all ICT equipment and cables
- ✓ Check for applications such as antivirus, defragged and cleaner has been installed
- ✓ Launch the application
- ✓ Scan the thumbdrive by using antivirus
- ✓ Make sure there is a directory named autorun.inf in thumbdrive

Exposure to management of server room

- Aim – To expose the management of server room at JKSNK
- The server room is located at level 3 of the JKSNK building
- The person in charge - Mr Muhamed Adlan
- Explained about data center physical infrastructure and design, securing and monitoring of data center infrastructure



Exposure to management of record



- Aim – To supplement knowledge related to records management
- The unit record of JKSNK is located at level 4 of the building
- The person in charge - Madam Siti Nazirah Binti Mat Zain, Assistant Syariah Officer (Record)
- Explained about key activities in managing file, creating and controlling files

Technical training



Activities:

- » Network cabling
- » PC Maintenance
- » Hardware configuration
- » Software installation



Installation and implementation of the system



- During the last week of industrial training period
- To ensure that the system working properly and also to gain the feedback from several customers.
- The system has been tested at the main counter of JKSNK since there is available LCD screen

Attend Talk about ICT Security Policy (DKICT)

- Held on 9th April 2017 at meeting room
- Presented by assistant Chief Information Technology Officer from Jabatan Kehakiman Syariah Malaysia, Mr Hasmarizuan
- Trainees gained knowledge – what is DKICT, the importance of ICT Security Policy towards user and organization and the basic principles of safety.



Organized ICT store room

- Organized every month
- Activities – arranged computer equipment, tidy up the room and labelled the box



Join the court hearing session



- Trainee can entered into the court at any time during court hearing session
- Gained experiences entering the court
- Obtain case-related information for system development

Special Project

- Developed a system for JKSNK - SISTEM PAPARAN KES MAHKAMAH (SISPAM)
- SISPAM is a display system that was developed to display the information of court cases registered in JKSNK
- The system will be located at the main entrance of the JKSNK
- The system was developed to help customers obtain information on court cases that have been registered with the view on the display screen.
- The user of the system is the staff of JKSNK

Special Project

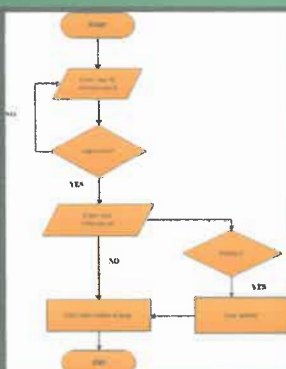
Objectives:

- To create a electronic display system in Jabatan Kehakiman Syariah Negeri Kelantan.
- To facilitate the customers to get their court case information
- To help staff update the case information through the system and display the case information in real-time system

User Target:

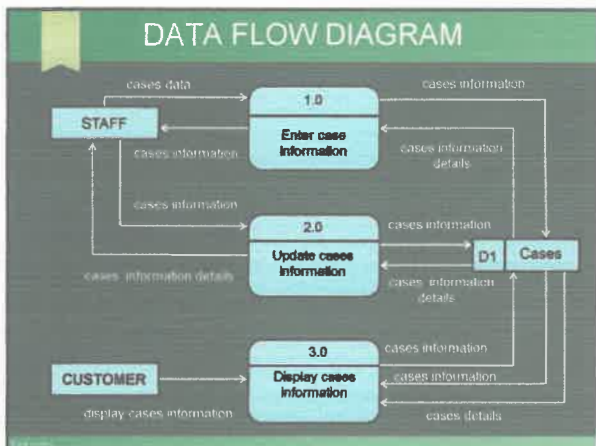
- The user target of this system is the staff at the Jabatan Kehakiman Syariah Negeri Kelantan.

SYSTEM FLOW CHART



CONTEXT DIAGRAM





DEMONSTRATION OF SISPAM

Application of knowledge, skills and experience in undertaking the task

Activities	Knowledge	Skills	Experience	Related course
System Development	Development of system by using programming language	Trainee is able to develop a system according to user needs	Trainee experienced on how to develop a system	Systems Analyse in Information Management 1&2
Technical training	Technical skills refer to perform tasks that require the use of certain tools, whether tangible or intangible, and technology to complete them	Trainee is able to do technical such as PC maintenance, hardware configuration and software installation	Trainee experienced in doing technical tasks for hardware and software	Support Service and Maintenance for Information Systems
System development presentation	The process of presenting a system development progress to an audience	Trainee can make presentation well in front of the audience and also can increase the level of self-confidence	Trainee experienced doing presentation in front of staff and end-user of the system	Information Systems Interaction & Consultation and Presentation Skills

Personal thoughts and opinion

a) Trainee has the opportunity to gain knowledge and experience they may need

a) Trainee also gets the chances to communicate with end-user of the system and the company supervisor to get the information needed

a) Trainee has also been able to contribute to the organization by developing a system

a) Trainee has improved communication and social interaction skills

- ### Lesson Learnt
- Time management
 - Teamwork
 - Communication Skills
 - Self –Management
 - Leadership awareness
 - Involve in organization activities

- ### Limitations & Recommendations
- #### Limitations
- a) The facilities and equipment provided is limited
 - a) The materials for reference are limited

Recommendations

a)Improvement of the system that has been developed by practical training student can be done in the future

a)Trainee want to recommend the company to create more structured training program

a)The JKSNK may have planned to place students in other department apart from ICT department during industrial training according to their field of study

QUESTIONS & ANSWER

SUMMARY

With the presence of SISPAM, the court case flow in JKSNK will run smoothly. SISPAM will help the staff in JKSNK to do their work more efficient and effectively. In addition, SISPAM will also save customer time since they do not have to get the information about their case from the staff.



NIK NURSYAHIRAH BINTI NIK
ZAIN
2013515401
FACULTY OF INFORMATION
MANAGEMENT
UITM KELANTAN
(JABATAN KEHAKIMAN SYARIAH
NEGERI KELANTAN)

SISPAM

OVERVIEW

Sistem Paparan Kes Mahkamah (SISPAM) is a first display system that has been developed for Jabatan Kehakiman Syariah Negeri Kelantan (JKSNK). It is a system that display the information of court cases registered in JKSNK. The system will be located at the main entrance of the JKSNK