THE DEVELOPMENT OF ONLINE CREDIT EXEMPTION SYSTEM (OCES)

RESEARCH MANAGEMENT INSTITUTE (RMI)

UNIVERSITI TEKNOLOGI MARA

23000 DUNGUN, TERENGGANU

MALAYSIA

BY :

MOHD HANAPI ABDUL LATIF

ROZMAWATI MOHD YUSOF

NORULHIDAYAH ISA

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Prof. Madya Wan Dorisah Wan Abdul Manan

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5. Report

5.1 Executive Summary

Online Credit Exemption System (OCES) is developed to automate the process of application and approval of credit exemption in UiTM Dungun, Terengganu. Applications for credit exemption are only open to new bachelor degree students who hold a diploma. They may come from various educational backgrounds. Some of them hold diplomas from UiTM, some from other institutions of higher learning and many are from different area of diploma programmes. At the moment, the process of credit exemption application is done manually. The student has to fill out and submit an application form to Academic Unit who has to manually check whether the course to be exempted is similar or equivalent to the course offered. The process of checking the courses applicable for credit exemption is time-consuming since it is done in a non-automated system. More time is needed to locate and identify the similarity of the courses applied for exemption and the courses offered, especially if the students come from different institutions of higher learning and programmes. Hence, OCES has been developed using a Systems Development Life Cycle that is based on a waterfall model. There are six phases involved in the development of OCES, namely, project planning, analysis, design, development, implementation, testing and finally documentation. OCES allows for a more effective and efficient process of credit exemption application, which shorten the process and help Programme Coordinators or Academic Unit to approve applications automatically. Another benefit of this new system is that it is applicable to all academic programmes and can be implemented throughout UiTM. Formative evaluation was also conducted on the system to investigate user acceptance of OCES focusing on system usefulness and system ease of use. Result from the evaluation is used for making crucial changes on OCES based on users' feedback.

5.2 Introduction

UiTM Terengganu offers seven bachelor degree programmes from four different faculties. The faculties are: the Faculty of Accountancy, Faculty of Business Administration, Faculty of Computer Sciences and Mathematic, and the Faculty of Office Management. The intake for bachelor degree programmes are divided into three categories; students may come from diploma holders, STPM levels and from matriculation levels. For each of the category UiTM has set different requirement based on the Academic Regulation of UiTM. Besides that, each faculty has its own requirement for each programme offered.

According to the Academic Regulation of UiTM, intake from STPM level and matriculation will begin the programme in their first semester , while the intake from diploma levels are allowed to apply for credit exemption, and may begin the semester according to the credit exemption they had received. The students who get the credit exemption will begin their semester in part two or part three. The credit exemption process is only once. The application should be made during the first semester.

Applications for credit hour exemption are only open to a new bachelor degree students who hold a diploma. Students may come from various educational backgrounds. Some of them hold diplomas from UiTM, and some from other institutions of higher learning. Many may have undergone various diploma programmes. At the moment, the process of credit exemption application is done manually. The student has to fill out and submit an application form to the Academic Unit who has to manually check whether the course to be exempted is similar or equivalent to the course being offered. The process of checking the courses applicable for credit exemption is time-consuming since it is done in a non-automated system. More time is needed to locate and identify the similarity of the courses applied for exemption and the courses offered, especially if the students come from different institutions of higher learning and programmes.

The project called OCES (Online Credit Exemption System) was developed to facilitate the students and the Academic Unit in credit exemption process using online system. By using OCES, the diploma holder students can apply for their credit exemption through online and they will get the result from the application directly and much faster. Besides that, the Academic Unit can monitor the students' application, and give approval for the registered courses through online. OCES can help the student to check the list of the courses they wanted to apply for credit exemption directly. The system will provide a list of the previous courses that are matched with the courses of the current programme.

The objective of this research is to ease and automate a credit exemption application process in UiTM Terengganu by developing an online credit exemption system named as OCES. The OCES is the system that is developed for students to apply for credit hour

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