ISSUE NO. 3 SEPTEMBER 2023

Perpustakaan
Tun Abdul Razak
Cawangan Sarawak

THE ALUMNI CHRONICLES

ONE STEP AT A TIME. YOU'LL GET THERE

ACKNOWLEDGEMENT

First and foremost, we would like to praise and thank the Almighty God for giving us the strength and because of His blessing, we finally managed to accomplish this assignment. Without His blessing, we would not have gone this far. This assigment cannot complete without effort and co-operation from our group member, which consist Juliet Cheria anak Juman, Enabella Tasha anak Denny, Khairunisa Binti Abdul Khalik and Rasiba anak Nyareng. We always work hard to produce a good assginment with our full commitment and responsibility.

Therefore, we would like to acknowledge with thanks to our lecturer Ms. Suriani Binti Jack because without her guide our assignment cannot be done properly like this. She always gives us support and guide on how to do our assignment in purpose to produce a good outcome of our E- Magazine. She inspired us greatly to work in this project. We also like to thank her for teaching us in this course.

Last but not least, we would like to express our thankfullness to University Techonology Mara (UiTM) campus Samarahan. Lastly, an honorable mention goes to our friends and family for the support and willingness to help and support us to finish this E-Magazine

PERPUSTAKAAN TUN ABDUL RAZAK UITM SARAWAK

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Games

Puan Suriani Binti Jack

Chief Editor's Note

Alhamdulillah, 2023 is a very meaningful year for UiTM Sarawak in which it will celebrate its 50th anniversary. UiTM Sarawak has reached half a century old and it has been proven that the staff are committed to the development of their students. It shows that UiTM has fairly matured as an organisation. It started with just being known as a RIDA Training Center and now UiTM is one of the public higher institutions that has produced many graduates as well as in UiTM Sarawak, especially Bumiputeras from Sarawak and Sabah.

I myself seem to have been lulled into a dream because I was given the opportunity to serve the role as Coordinator of Jaringan Alumni under ICAN UiTM Sarawak to drive UiTMCS members, especially its alumni, towards Globally Renowned recognition all over the world. In Syaa Allah, may Allah ease our journey. Aamiin.

Suriani Binti Jack
Chief editor

This e-magazine is mainly focusing on Management of Business Records and how it is related to the management of alumni records as its core business. The Alumni can help with global admissions and recruitment efforts, career and professional development, local and state advocacy or lobbying and through their generous philanthropic support.

All articles and write-ups included in this e-publication are based on research or non-academic research of the university. The purpose of publishing this e-magazine is to record and bring us together through strengthening the engagement of the alumni in university and how to strengthen this relationship so that we can create meaningful values in return to our graduates through projects and programme of the university to reach its achievements which is related to the development of UiTM Sarawak alumni starting from the year 1973 until now. They are part of the history.

One of the best parts is the network that comes with it. An alumni network connects you, as a graduate, with a number of professional contacts and other graduates from the university.
"Being willing to share the lessons learned on your journey, strategies for meeting challenges, and find opportunities for growth and connection are a few good moves. It all starts with a question, 'Hello, how can I help you?'"

Last but not the least, strike for the best and strive for excellence throughout our most productive year at UiTM Sarawak.

Suriani Binti Jack
Chief Editor

Happy 50th Anniversary, UiTM Sarawak!
May God Bless Us All.

Lots of Love,

SURIANI BINTI JACK
Chief Editor💛

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[Specializes in reviewing and revising written content for grammar and punctuation]

Diploma in Office Management and Technology | Alumni UiTM

Bachelor in Office System and Management

“Don't compromise yourself - you're all you have.” - John Grisham

Juliet Cheria Anak Juman

2021627146

Photo Editor

[Responsible for curating and enhancing visual content for publication which select, edit, and manage the visual]

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"The future belongs to those who believe in the beauty of their dreams." - Eleanor Roosevelt

CO-EDITOR PROFILE

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[Role in creating visually appealing and engaging digital content such designing overall look of the magazine]

Diploma in Office Management and Technology | Alumni UiTM

Bachelor in Office System and Management

If you look at what you have in life, you'll always have more. If you look at what you don't have in life, you'll never have enough." -Oprah Winfrey

Rasiba Anak Nyareng

2021491944

Content Editor

[Overseeing the written content by ensuring the quality, accuracy, and relevance articles and written material]

Diploma in Office Management and Technology | Alumni UiTM

Bachelor in Office System and Management

Your time is limited, so don't waste it living someone else's life. Don't be trapped by dogma – which is living with the results of other people's thinking." -Steve Jobs

About us

Greetings! We are a group of eager and driven students who are enthusiastic about studying and making a difference. We are a varied team with diverse origins and interests who are bonded by our shared dedication to education and personal progress. We are currently pursuing our education in Bachelor's Degree in Office Systems Management.

Visionary

We shown a commitment towards quality and a desire for personal growth throughout our academic journey. We work hard in university, enthusiastically participating in class discussions and consistently getting excellent results. We believe in the power of education to shape minds and change lives, and we are excited to seize this chance.

Eccentric

We each bring unique skills and ideas to the conversation. Some of us succeed in intellectual and technical disciplines, while others are drawn to the arts and creativity. We believe that our diversity allows us to tackle problems from various perspectives, stimulating innovation and collaboration.

Dedication

We are united by a common goal of making a positive difference in the world. We think that education is a potent tool for social change, and we work hard to put our knowledge and talents to use in addressing pressing global problems. We hope to contribute to the welfare of society and inspire others to do the same through collaboration and creativity.

Collaborating with others on a task, procedure, or idea in order to produce a superior outcome to that which might be attained alone. It entails brainstorming, creative thinking, bringing special abilities, understanding the wider picture, and achieving a shared objective. Team members divide responsibilities while exchanging concepts, fresh approaches, or alternative viewpoints in an effort to find better solutions.

Tareget

Connection

Idea

Chapter 1

Key Stakeholders

Individuals, people, or organizations with a substantial interest or influence in a specific project, business, or organization

UiTM Sarawak History

With years of experience and a commitment to excellence, our university has built a solid reputation in the industry.

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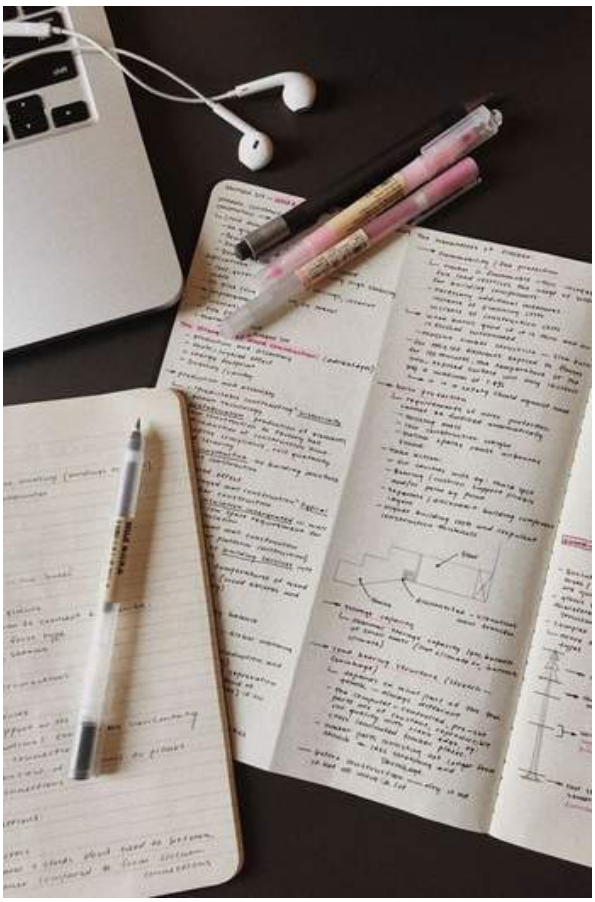


Key Stakeholders

The primary stakeholders within a company are the individuals or groups who hold the utmost significance in relation to the business. These stakeholders encompass professionals who are impacted by the operations, projects, and achievements of the company. Their level of interest and involvement may vary depending on the nature of their relationship with the company.

The Practices

A key stakeholder is an individual or group that holds exceptional importance for a company. Key stakeholders possess a high level of interest in the success of a specific company, as their own interests are significantly impacted by the company's operations. Consequently, the success and expansion of a business frequently hinge upon the support and engagement of its key stakeholders.

According to Roloff (2008), stakeholders can be defined as any person or group who has the potential to influence or be influenced by the strategies and actions related to a specific issue within a network. Similarly, Florea (2013) defines stakeholders as individuals, institutions, organizations, formal or informal groups who have an interest in, can be affected by, or have the ability to influence the decisions or actions of a company.

2023

THE History of UiTM SARAWAK

History

The UiTM Samarahan campus is the second branch campus of Universiti Teknologi MARA located in the state of Sarawak, Malaysia. This campus was established in Batu Lintang, Kuching around 1973-74.

Now, the permanent campus of UiTM Sarawak is located in Kota Samarahan. This university is one of the first public universities built in the state of Sarawak.

2023

PROMINENT ALUMNI

YB DATO' SRI HAJAH NANCY BINTI HAJI SHUKRI

Nancy was born on August 5, 1961, in Kuching, Sarawak, hails from Bibi McPherson and Shukri Mahidi as her parents. Her father's lineage comprises Malay and Melanau ancestry, while her mother's heritage encompasses Scottish, Iban, and Chinese roots. Presently residing in Kuching, Sarawak, Nancy is happily married with three children and she is the tenth child among eleven siblings. Following her victory in the 2008 Malaysian general election, She was graduated from Diploma in Public Administration Institute Teknologi Mara (1985), Bachelor's Degree in Law with honors in University Hull United Kingdom and Masters in Executive Business Administration in Ohio University in United State of America.

Nancy secured a parliamentary seat for Batang Sadong, a rural conservative constituency located in southern Sarawak state. Demonstrating her continued popularity, she successfully defended her seat in the subsequent 2013 Malaysian general election. Recognizing her abilities and dedication, then Prime Minister of Malaysia, Najib Razak, appointed Nancy as a Minister in the Prime Minister's Department in the newly formed Cabinet of Malaysia.

She was appointed as the Minister of Women, Family and Community Development. Datuk Seri Nancy Shukri from Parti Pesaka Bumiputera Bersatu Sarawak and currently holds the position of Minister of Tourism, Arts and Culture after being appointed in March 2020 as a Member of Parliament for Batang Sadong. She also held the portfolio of Minister of Plantation Industry and Commodity for a few months. In political involvement, she held the position of Assistant Secretary General of Sarawak United Bumiputera Women's Party, Secretary of Sarawak United Bumiputera Women's Movement and Secretary of the National Barisan Women's Movement.

FUN RUN

RUN AND HEALTH FRIENDSHIP HARMONY

Chapter 2

Record as A Strategic Plan

Record-Keeping: A Crucial Component of Effective Strategic Planning

Why the Future is Ours to Mold?

Embracing the Power to Shape Our Collective Future.

Dato' Sri Rohani Abdul Karim

The future belongs to those who believe in the beauty of their dreams.

Advertisement

Take a break to enjoy our life!

UNLOCKING SUCCESS: LEVERAGING ALUMNI RECORDS AS A STRATEGIC BUSINESS ASSET

BY: KHAIRUNISA BINTI ABDUL KHALIK

Introduction

In today's highly competitive business landscape, companies are constantly seeking innovative ways to gain a competitive edge. One often overlooked and valuable resource that businesses can tap into is their alumni network. By strategically leveraging the data stored in alumni records, companies can not only strengthen their brand image but also forge meaningful connections and unlock new opportunities. In this article, we will explore the significance of alumni records as a strategic business asset and how companies can harness their potential for success.

Building a Robust Alumni Network

Establishing and maintaining a strong network of alumni is essential for any educational institution or company. Alumni play a crucial role in brand advocacy, mentoring, and nurturing future talent. By tracking and maintaining up-to-date records of alumni, businesses can tap into this vast network to drive growth and create a positive impact.

Harnessing Data for Strategic Decision-Making

Alumni records contain a wealth of valuable information that can be used to inform and guide business strategies. By utilizing alumni data, companies can gain insights into industry trends, job market demands, and the evolving needs of their target audience. This information can be crucial when making informed decisions related to product development, talent acquisition, and market expansion.

Conclusion

Alumni records possess immense untapped potential as a strategic business asset. By investing in the management and utilization of alumni data, companies can unlock opportunities for growth, innovation, and collaboration. The insights gained from alumni records can inform strategic decision-making, tailor marketing efforts, and foster lifelong relationships with former students or employees.

WHY THE FUTURE IS OURS TO MOLD

AN INTERVIEW WITH ALEC ANTOINE
BY SAORI SHINJIRO

According to Wikipedia, a news article discusses current or recent news of either general interest (i.e. daily newspapers) or of a specific topic (i.e. political or trade news magazines, club newsletters, or technology news websites).

A news article can include accounts of eyewitnesses to the happening event. It can contain photographs, accounts, statistics, graphs, recollections, interviews, polls, debates on the topic, etc. Headlines can be used to focus the reader's attention on a particular (or main) part of the article. The writer can also give facts and detailed information following answers to general questions like who, what, when, where, why and how.

A news article is usually on a well-defined topic or topics that are related in some way, such as a factual account of a newsworthy event. The writer is objective and shows all sides to an issue.

While a good conclusion is an important ingredient for newspaper articles, the immediacy of a deadline environment means that copy editing often takes the form of deleting everything past an arbitrary point in the story corresponding to the dictates of available space on a page. Therefore, newspaper reporters are trained to write in inverted pyramid style, with all the most important information in the first paragraph or two. If the less vital details are pushed towards the end of the story, then the potentially destructive impact of draconian copy editing will be minimized.

According to Wikipedia, a news article discusses current or recent news of either general interest (i.e. daily newspapers) or of a specific topic (i.e. political or trade news magazines, club newsletters, or technology news websites).

Quoted references can also be helpful. References to people can also be made through the written accounts of interviews and debates.

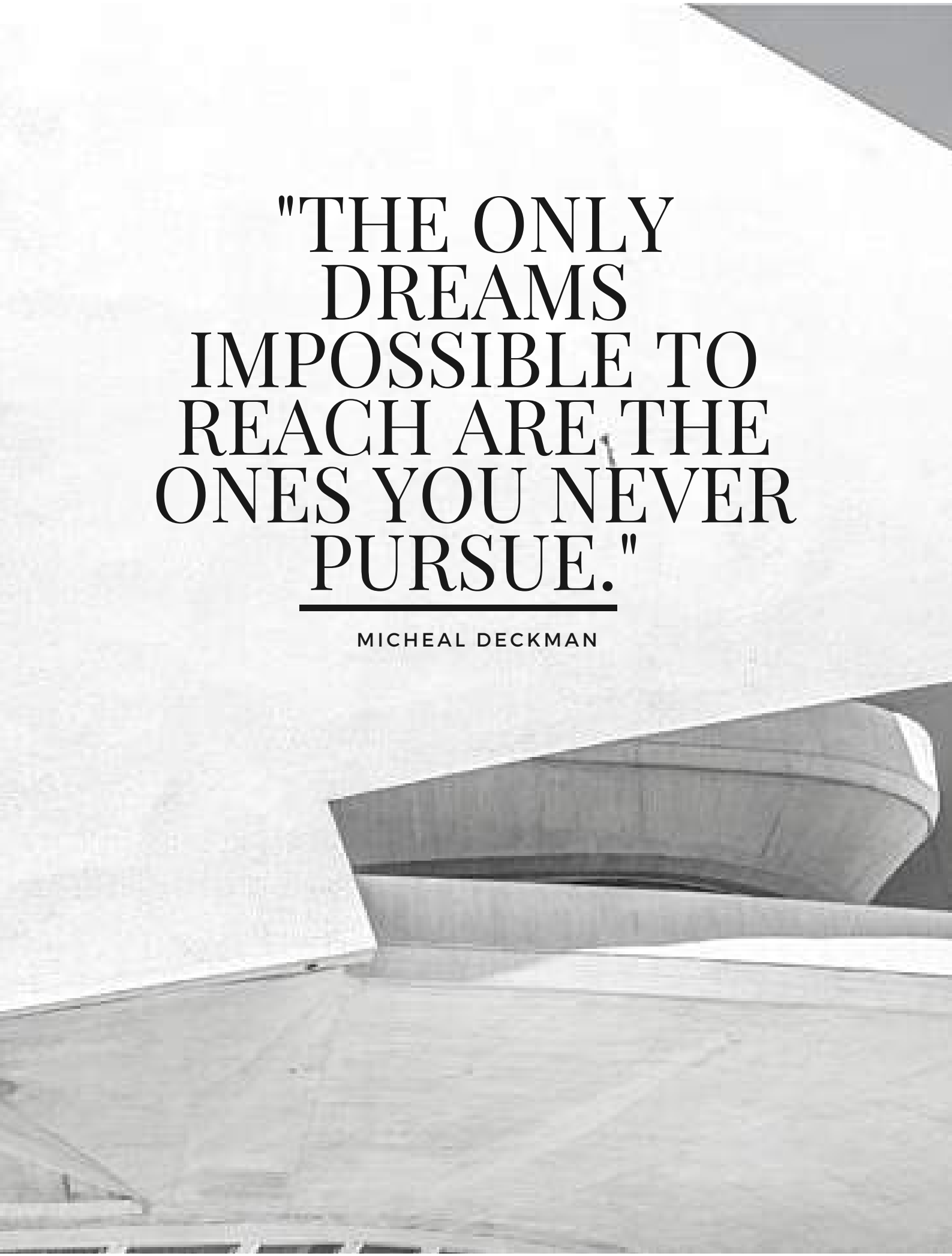
2023

PROMINENT ALUMNI

DATO' SRI HAJAH ROHANI ABDUL KARIM

She was born on 3 January 1955 in Simanggang (now known as Sri Aman), Sarawak. She received her early education at SMK Methodist, Sibu. She has continued her education at Universiti Pertanian Malaysia in the field of agro-industry. She then resumed her studies until she obtained her Master of Business Administration (MBA) from Ohio University, Athens, USA. She has three children.

She is well-known for her outgoing personality in her constituency Batang Lupar. Her role as Deputy Minister meant most of her time was spent in Malaya. However, it did not stop her from going to the ground and meet with her constituents. Rohani is also IT-savvy, as evidenced by her frequent updates on her Twitter and Facebook pages.



"THE ONLY DREAMS IMPOSSIBLE TO REACH ARE THE ONES YOU NEVER PURSUE."

MICHEAL DECKMAN

Chapter 3

Record Management Process

The Strategic Journey of Effective Record Management Processes.

UiTM's Achievement

Celebrating the Remarkable Achievements of Unviersiti Teknologi MARA Sarawak

Siti Fatimah Adnan

Success is not just about making money. It's about making a difference and pursuing your passion.

Article on Alumni Network Program @ PJI

Nurturing Success through our University Alumni Program.

By: Rasiba anak Nyareng

Record Management Process

What is Record Management Proces?

Record management process refers to the systematic and organized approach for creating, capturing, classifying, storing, retrieving, preserving, and disposing of records within an organization. It involves the lifecycle management of records from their creation or receipt to their final disposition.

What is function of Record Management Process?

Record management is the process of organizing, storing, and maintaining records in an efficient and systematic manner. It involves managing both physical records, such as paper documents, and electronic records, such as digital files or databases. The main goal of record management is to ensure that records are easily accessible, accurate, secure, and can be retrieved whenever needed.

Example of Record Management Process?

Record Identification
Categorization and Classification
Record Creation and Capture
Storage and Security
Retention and Disposal

Advantages of Record Management Process

1. Control the generation and growth of records
2. Regulatory Compliance
3. Safeguard important Information
4. Effectively Retireve and Dispose Records

Disadvantages of Record Management Process

1. Data retrieval and sharing
2. Electronic system and the people issue
3. Equipment cost and Potential for Obsolescence

Achievements

HIGHLIGHTS

MOU/MOA PROJECTS

MOU/MOA PROJECTS

PROMINENT ALUMNII

BACKGROUND

Siti Fatimah Adnan is the founder of Mokti's Ice Cream. She came from Perlis, a Northern state in Peninsula Malaysia. She has a degree in Technology & Plantation Management from UiTM. Siti lived in Bintulu, Sarawak as a housewife for 2 years before she started her business. She was attended an ice cream making course to learn the basics and then experimented with making her own version of the famous Sarawak dessert.

SITI FATIMAH

ARTICLES ON THE ALUMNI NETWORK PROGRAM @ PJI

By: Suriani bt Jack, Koordinator Jaringan Alumni, PJI UiTM Sarawak

UITMCS 50TH ANNIVERSARY BOOK WRITING AND REVIEW WORKSHOP

On 6 June 2023, a workshop organized by the Industrial Network Office (PJI) of UiTM Sarawak was held at the Sarawak State Library, which was the UiTM Sarawak Branch's 50th Anniversary Book Writing and Commentary Workshop where 17 participants attended the workshop consisting of the project leader, myself, writer, editor and graphic designer.

The main purpose of this workshop is to ensure that the draft of this book is ready to be reviewed by Ybhg Dato Rector of UiTM Sarawak, Prof Datuk Dr Jamil Hamali before July 2023 and to ensure that all writers can stay calm and focus on writing in an atmosphere different from the workplace.

This book tells about the history of the development of UiTM Sarawak such as strategic cooperation both inside and outside the country, acquisition of grants, commercialization of products, achievements, alumni starting from 1973 until now.

In order to realize the dream of publication from the draft until this book is successfully produced, a dinner party will be held in conjunction with the 50th Anniversary of UiTM Sarawak Branch where the official launch of this book will be made that night.

Proceeds from the sale of this book will be channeled to the Seri Kenyalang Fund to help UiTM Sarawak Bumiputera students who are in special need from the B40 group.

A few pictures as memories.

CINCIN GRADUASI UITM

Perpustakaan Tun Abdul Razak
Cawangan Sarawak

OBJECTIVES OF "CINCIN GRADUASI UITM"

- Generate a UiTM industrial product that has sentimental value - UiTM di Hatiku.
- As a symbol of success and memory for graduates and alumni
- Promote UiTM graduates and alumni to external parties.

GAMES

Business Management

P	E	R	O	M	T	C	E	L	C	L	E	L	S
R	M	M	R	R	P	O	A	A	E	E	I	E	E
O	P	R	D	O	G	B	N	N	I	A	I	L	C
B	L	Y	E	R	G	L	I	R	T	L	O	A	R
L	O	R	R	T	R	T	S	L	E	E	N	Y	U
E	Y	A	I	M	T	E	E	M	L	A	A	M	O
M	E	T	N	E	O	T	G	S	Y	I	L	S	S
S	E	E	G	A	R	M	L	A	G	O	N	S	E
O	S	R	O	I	I	L	A	R	N	M	G	G	R
L	R	C	L	C	E	E	S	Y	A	A	A	R	N
V	S	E	A	P	A	Y	R	O	L	L	M	R	A
I	O	S	R	B	G	O	T	S	L	S	O	L	M
N	S	T	N	A	T	S	I	S	S	A	R	O	U
G	A	C	C	O	U	N	T	A	N	T	U	G	H

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BILLING
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Chapter 4

Business Continuity Plan

Safeguarding Business Operations with an Effective Continuity Plan.

Convocation-96 and Graduate Employability

Empowering Future Leaders by enhancing Graduate Employability for a Competitive Job Market

Noor Shima Binti Antony

Success is not the result of spontaneous combustion. You must set yourself on fire.

Advertisement 2

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ARTICLE:

SECURING ALUMNI RECORDS: DESIGNING AN EFFECTIVE BUSINESS CONTINUITY PLAN

BY: JULIET CHERIA ANAK JUMAN

BUSINESS CONTINUITY PLAN

Alumni records are valuable asset for educational institutions which serve as an important connection between the university and its former students. However, ensuring the secure and accessible of these records requires a well-designed business continuity plan. This article briefs the importance of securing alumni records and how to develop an effective Business Continuity Plan for before and after a crisis.

BEFORE

RISK ASSESSMENT

Identify potential threats such as human errors and natural disasters that could jeopardize the security and availability of alumni records. This assessment will serve as the foundation for developing risk mitigation strategies.

DATA SECURITY MEASURES

Encryption protocols, access controls, and regular security audits. Universities can combine the relevant data protection regulations and best practices to ensure the confidentiality of alumni data.

RECOVERY STRATEGY

University should backup the records or data to secure the redundant storage systems, both on-site and off-site. This can be implemented by test the restoration process to verity data integrity.

RESPONSE PLAN

Response plan is an action to be taken in the situation of a data breach, system failure, any threats affecting alumni records. The university should assign roles and responsibilities, establish communication channels, and conduct simulations to ensure preparedness.

AFTER

CONTINUAL EVALUATION

The university should stay updated on emerging threats and regulatory changes that may impact data and records security. Which is by conducting periodic reviews and assessments to identify areas of improvement.

TRAINING AND AWARENESS

Provide training to the employees or stakeholders in alumni record management. Not to forget, raising awareness about the importance of records security and the role of each individual plays in maintaining Business Continuity Plan.

REGULAR MAINTENANCE

This step in the Business Continuity Plan reflects changes in technology and organizational requirements. So, the university could enhance security controls and backup processes throughout the plan.

TESTING

Testing process can test the effectiveness of a Business Continuity Plan by conducting feedback and responses to the plan. So, the university is able to learn from the test and make necessary improvements to enhance the overall flexibility of alumni record management.

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Valid for Walk-In or Take-Away only. The price is not inclusive of 6% SST.
*This promo is limited to 2 Add On items only.

CONVOCATION-96 AND GRADUATE EMPLOYABILITY

Kajian Pengesanan Graduan is an annual study carried out by the Ministry of Higher Education (KPT) to find out the status of graduates after completing their studies.

Furthermore, the objective of this research is to gather input from UiTM alumni regarding their experiences with study programs, facilities and services offered by the university. The outcomes of this investigation can assist UiTM in enhancing their efforts to improve graduate employability in accordance with the Ministry of Higher Education's Graduate Employability Strategic Plan 2021-2025. This plan aims to cultivate well-rounded graduates with global employability qualities.

THE IMPORTANCE OF KNOWING ABOUT GRADUATE EMPLOYABILITY

Understanding graduate employability helps students and graduates make informed decisions about their career paths. It allows them to identify the skills, and experiences to enhance their chosen fields. Not only that, it is provides insight into the current job market trends and demands. The knowledge enables them to align their educational choices and skill development efforts with the job market needs. Lastly, recognizing the skills and competencies sought by employers allows students to focus on developing those skills during their academic journey.

Universiti Teknologi MARA
Cawangan Sarawak
55 JUBLI EMAS
UiTM di hatiku
Artist Jemputan
Dayang Nurfaizah
Persembahan
Artis Budaya
UiTM Sarawak
HOMECOMING
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Sebarang pertanyaan sila hubungi
Rashinah - 012-8953514; Mohd Arif - 014-6969407;
Shantah Norain - 013816619; Syazwina Bakar - 012-7173010;

BOOK NOW!

GAMES

Mind Maze: Unleash Your Inner Game Master!

"The memories we shared as alumni are the building blocks of lifelong friendships and success."

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UITM

The Alumni Chronicles

By
Juliet Cheria Anak Juman
Enabella Tasha Anak Dennis
Rasiba Anak Nyareng
Khairunisa binti Abdul Khalik