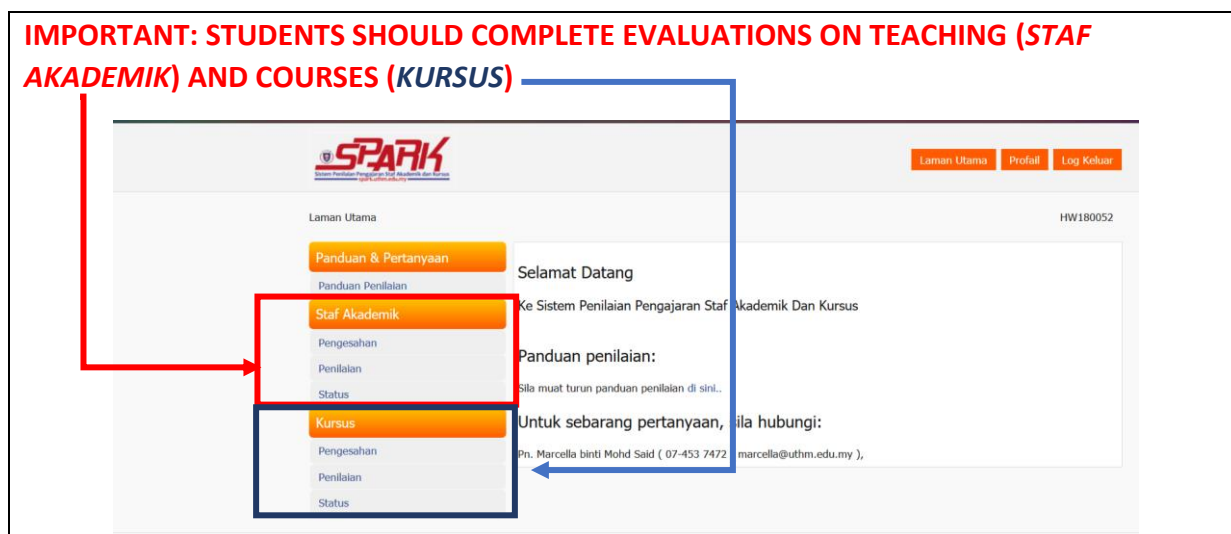
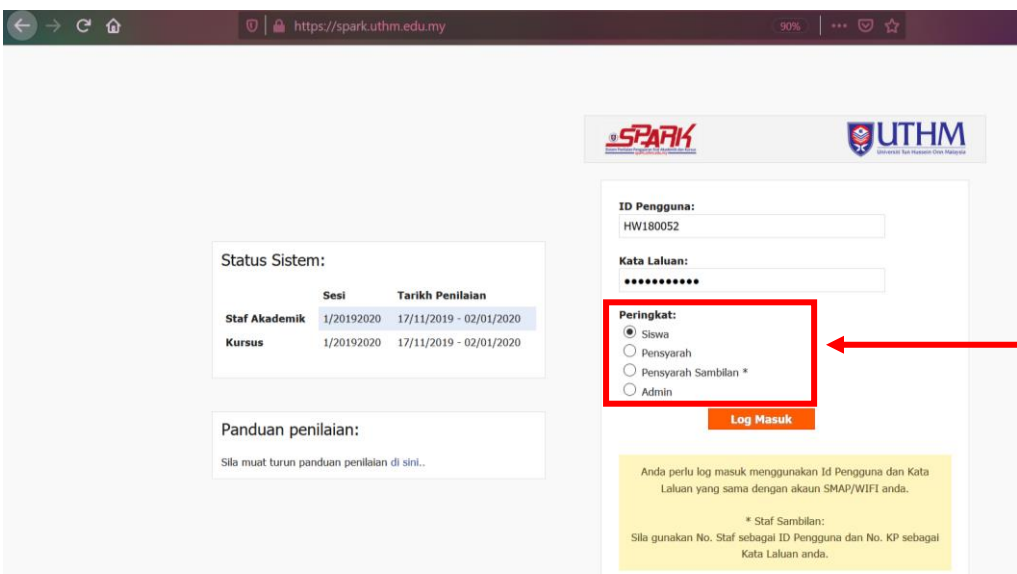


MANUAL FOR SPARK'S EVALUATION

IMPORTANT: STUDENTS SHOULD COMPLETE EVALUATIONS ON TEACHING (STAF AKADEMIK) AND COURSES (KURSUS)



COMPLETE STEPS OF EVALUATING VIA SPARK

NO	STEPS
1	<p>Go to https://spark.uthm.edu.my/. Choose "Siswa"</p> 

- 2 Log in by using your **UserID and Password** (similar to SMAP/WIFI UserID and Password). Next, click “**Log Masuk**”

The screenshot shows the login interface of the SPARK system. A red box highlights the login fields: 'ID Pengguna' (containing 'HW180052') and 'Kata Laluan' (containing '*****'). A red arrow points from the instruction text to this box. A blue box highlights the 'Log Masuk' button, with a blue arrow pointing from the instruction text to it. On the left, there is a 'Status Sistem' section with a table and a 'Panduan penilaian' section with a link.

	Sesi	Tarikh Penilaian
Staf Akademik	1/20192020	17/11/2019 - 02/01/2020
Kursus	1/20192020	17/11/2019 - 02/01/2020

Log Masuk

- 3 You will be directed to the following screen. Start by evaluating the lecturers' teaching.

Click “**Pengesahan**”

The screenshot shows the dashboard after login. The user is logged in as 'HW180052'. On the left sidebar, the 'Pengesahan' menu item is highlighted with a red box and a red arrow points from the instruction text to it. The main content area displays a welcome message and a link to the evaluation guide.

Pengesahan

- 4 Courses and respective lecturers will be shown as below. If the details shown are correct, click “**Sahkan Pengajar**”. Otherwise, please inform the faculty for immediate action.

https://spark.uthm.edu.my/pengajaran/pengehasan 90%

ANDAL

Senarai Kursus & Staf Akademik Terlibat

1	MWA10103 / ADVANCED NUMERICAL ANALYSIS	
	00370 FAZLINA BINTI AMAN	<input checked="" type="checkbox"/>
2	MWA10203 / CRYPTOGRAPHY	
	00751 MAHATHIR BIN MOHAMAD	<input checked="" type="checkbox"/>
3	MWA10303 / ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS	
	02325 CHOY YAAN YEE	<input checked="" type="checkbox"/>
4	MWA10403 / MATHEMATICAL MODELLING	
	02072 KAVIKUMAR S/O JACOB	<input checked="" type="checkbox"/>
5	MWA10702 / MASTER PROJECT 1	
	02325 CHOY YAAN YEE	<input checked="" type="checkbox"/>

Sahkan Pengajar

- 5 Click “**Penilaian**”

https://spark.uthm.edu.my 90%

SPARK
Sistem Penilaian Pengajaran Staf Akademik dan Kursus

Laman Utama Profail Log Keluar

Laman Utama HW180052

Panduan & Pertanyaan
Panduan Penilaian
Staf Akademik
Pengesahan
Penilaian
Status
Kursus
Pengesahan
Penilaian
Status

Selamat Datang
Ke Sistem Penilaian Pengajaran Staf Akademik Dan Kursus

Panduan penilaian:
Sila muat turun panduan penilaian di sini.
Untuk sebarang pertanyaan, sila hubungi:
Pn. Marcella binti Mohd Said (07-453 7472 / marcella@uthm.edu.my),

- 6 Courses and respective lecturers will be displayed as below. Click “Klik di sini” to start evaluating the lecturers.

The screenshot shows the SPARK system interface. The URL is <https://spark.uthm.edu.my/pengajaran/penilaian>. The page title is 'Laman Utama » Staf Akademik » Penilaian Staf Akademik'. The user ID is HW180052. The left sidebar contains navigation links: 'Panduan & Pertanyaan', 'Panduan Penilaian', 'Staf Akademik', 'Pengesahan', 'Penilaian', 'Status', 'Kursus', 'Pengesahan', 'Penilaian', and 'Status'. The main content area is titled 'Staf Akademik » Penilaian Staf Akademik' and contains the instruction: 'Pastikan anda membuat penilaian ke atas semua Staf Akademik berikut:'. Below this is a table with the following data:

Bil	Nama Staf Akademik Kursus	Status Penilaian	Orang Penilaian
1	CHOY YAAN YEE MWA10303 ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS	Belum selesai	Klik di sini
2	CHOY YAAN YEE MWA10702 MASTER PROJECT 1	Belum selesai	Klik di sini
3	FAZLINA BINTI AMAN MWA10103 ADVANCED NUMERICAL ANALYSIS	Belum selesai	Klik di sini
4	KAVIKUMAR S/O JACOB MWA10403 MATHEMATICAL MODELLING	Belum selesai	Klik di sini
5	MAHATHIR BIN MOHAMAD MWA10203 CRYPTOGRAPHY	Belum selesai	Klik di sini

- 7 You will be directed to the following screen. Click on the appropriate radio buttons based on the scales given.

The screenshot shows the SPARK system interface. The URL is <https://spark.uthm.edu.my/pengajaran/penilaian>. The page title is 'Laman Utama » Staf Akademik » Penilaian Staf Akademik'. The user ID is HW180052. The left sidebar contains navigation links: 'Panduan & Pertanyaan', 'Panduan Penilaian', 'Staf Akademik', 'Pengesahan', 'Penilaian', 'Status', 'Kursus', 'Pengesahan', 'Penilaian', and 'Status'. The main content area is titled 'Staf Akademik » Penilaian Staf Akademik' and contains the instruction: 'Pastikan anda membuat penilaian ke atas semua Staf Akademik berikut:'. Below this is a table with the following data:

Bil	Nama Staf Akademik Kursus	Status Penilaian	Orang Penilaian
1	CHOY YAAN YEE MWA10303 ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS	Belum selesai	Klik di sini
2	CHOY YAAN YEE MWA10702 MASTER PROJECT 1	Belum selesai	Klik di sini
3	FAZLINA BINTI AMAN MWA10103 ADVANCED NUMERICAL ANALYSIS	Belum selesai	Klik di sini
4	KAVIKUMAR S/O JACOB MWA10403 MATHEMATICAL MODELLING	Belum selesai	Klik di sini
5	MAHATHIR BIN MOHAMAD MWA10203 CRYPTOGRAPHY	Belum selesai	Klik di sini

The evaluation scale is shown below the table. It consists of two rows of radio buttons. The first row is for 'Perancangan Dan Persediaan' and the second row is for 'Membincangkan perancangan pengajaran dan pembelajaran dengan lengkap seperti yang terkandung di dalam Perancangan Kuliah (RPP-04)'. The scales are: 1 - Sangat Tidak Setuju, 2 - Tidak Setuju, 3 - Tidak Pasti, 4 - Setuju, 5 - Sangat Setuju. The radio buttons are arranged in a 2x5 grid.

8 Complete the evaluation and click “Simpan”

Click “Kembali Ke Senarai Staf Akademik” to complete the evaluation for other lecturers.

90% | ... ☆

S13 Menjalankan ujian/tugasan/amali/aktiviti yang menepati kandungan kursus
[Administering tests/assignments/activities exactly according to course content.]

S14 Memberi maklum balas kursus/ujian/amali/aktiviti yang diberikan
[Providing feedback to course/tests/practical/activities being carried out.]

D Profesionalisme [Professionalism] 1 2 3 4 5

S15 Mempamerkan sikap mengambil berat/prihatin/tanggung jawab terhadap pelajar
[Caring/sensitive/responsible to students.]

S16 Mempamerkan imej profesionalisme sebagai staf akademik
[Exhibits professional academic staff image.]

S17 Mempamerkan penguasaan ilmu pengetahuan yang tinggi dalam bidang yang diajar
[Exhibits knowledge mastery of subject matter being taught.]

Komen

Berikan ulasan anda tentang staf akademik ini

Simpan

« Kembali Ke Senarai Staf Akademik

9 Repeat Steps 6 – 8 for all lecturers.

https://spark.uthm.edu.my/pengajaran/penilaian 90% | ... ☆

SPARK Laman Utama Profil Log Keluar

Laman Utama » Staf Akademik » Penilaian Staf Akademik HW180052

Panduan & Pertanyaan
Panduan Penilaian
Staf Akademik
Pengesahan
Penilaian
Status
Kursus
Pengesahan
Penilaian
Status

Staf Akademik » Penilaian Staf Akademik

Pastikan anda membuat penilaian ke atas semua Staf Akademik berikut:

Bil	Nama Staf Akademik Kursus	Status Penilaian	Borang Penilaian
1	CHOY YAAN YEE MWA10303 ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS	Belum selesai	Klik di sini
2	CHOY YAAN YEE MWA10702 MASTER PROJECT 1	Belum selesai	Klik di sini
3	FAZLINA BINTI AMAN MWA10103 ADVANCED NUMERICAL ANALYSIS	Belum selesai	Klik di sini
4	KAVIKUMAR S/O JACOB MWA10403 MATHEMATICAL MODELLING	Belum selesai	Klik di sini
5	MAHATHIR BIN MOHAMAD MWA10203 CRYPTOGRAPHY	Belum selesai	Klik di sini

10 Once teaching evaluations are completed, then proceed to courses' evaluations.

Click “Pengesahan”



SPARK
Sistem Penilaian Pengajaran Staf Akademik dan Kursus
spark.uthm.edu.my

Laman Utama

Panduan & Pertanyaan

Panduan Penilaian

Staf Akademik

Pengesahan

Penilaian

Status

Kursus

Pengesahan

Penilaian

Status

Selamat Datang

Ke Sistem Penilaian Pengajaran Staf Akademik Dan Kursus

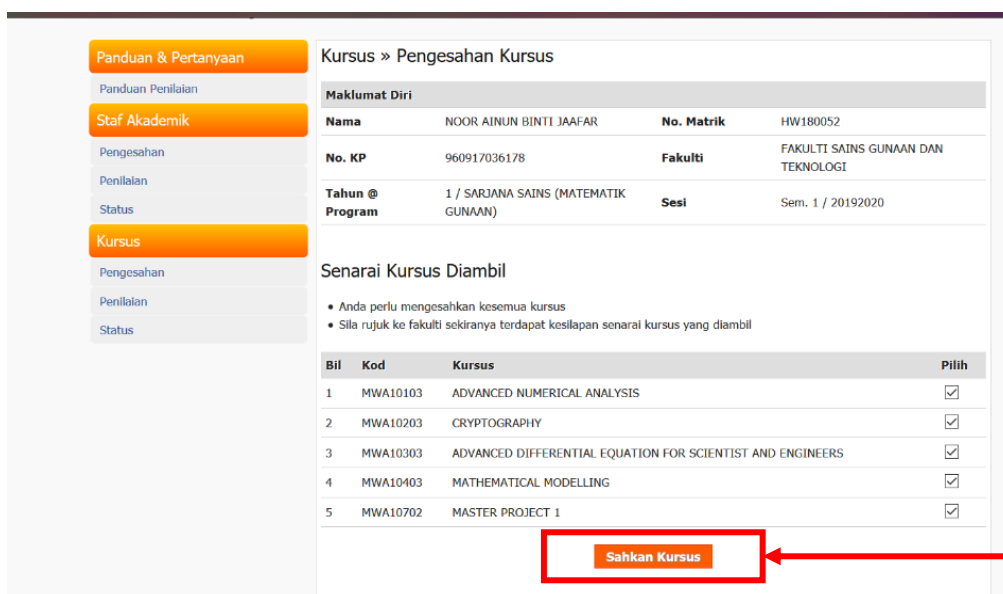
Panduan penilaian:

Sila muat turun panduan penilaian di sini..

Untuk sebarang pertanyaan, sila hubungi:

Pn. Marcella binti Mohd Said (07-453 7472 / marcella@uthm.edu.my),

11 Courses will be shown as below. If the details shown are correct, click “Sahkan Kursus”. Otherwise, please inform the faculty for immediate action.



Panduan & Pertanyaan

Panduan Penilaian

Staf Akademik

Pengesahan

Penilaian

Status

Kursus

Pengesahan

Penilaian

Status

Kursus » Pengesahan Kursus

Maklumat Diri

Nama	NOOR AINUN BINTI JAAFAR	No. Matrik	HW180052
No. KP	960917036178	Fakulti	FAKULTI SAINS GUNAAAN DAN TEKNOLOGI
Tahun @ Program	1 / SARJANA SAINS (MATEMATIK GUNAAAN)	Sesi	Sem. 1 / 20192020

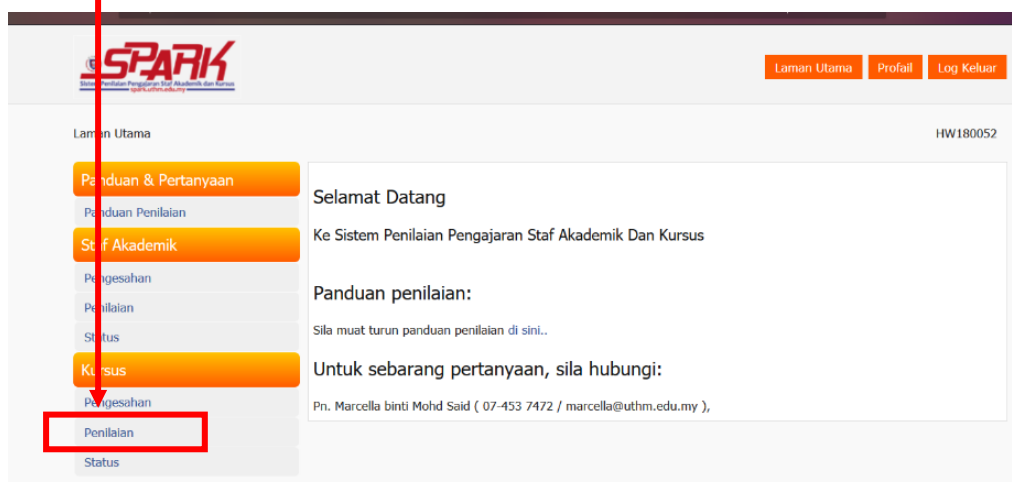
Senarai Kursus Diambil

- Anda perlu mengesahkan kesemua kursus
- Sila rujuk ke fakulti sekiranya terdapat kesilapan senarai kursus yang diambil

Bil	Kod	Kursus	Pilih
1	MWA10103	ADVANCED NUMERICAL ANALYSIS	<input checked="" type="checkbox"/>
2	MWA10203	CRYPTOGRAPHY	<input checked="" type="checkbox"/>
3	MWA10303	ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS	<input checked="" type="checkbox"/>
4	MWA10403	MATHEMATICAL MODELLING	<input checked="" type="checkbox"/>
5	MWA10702	MASTER PROJECT 1	<input checked="" type="checkbox"/>

Sahkan Kursus

12 Click “Penilaian”



SPARK
Sistem Penilaian Pengajaran Staf Akademik dan Kursus
http://spark.uthm.edu.my

Laman Utama | Profil | Log Keluar

Laman Utama HW180052

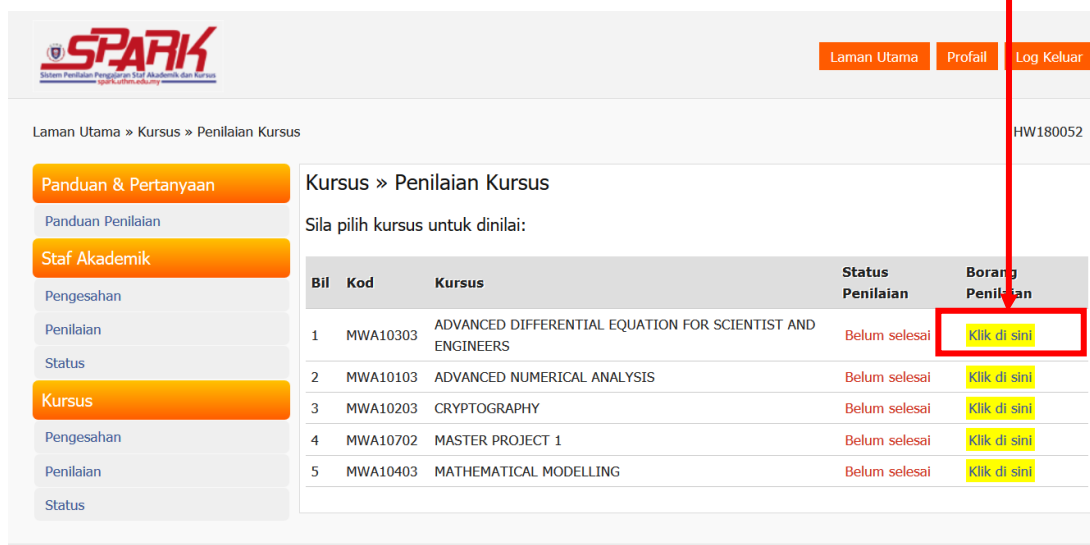
Panduan & Pertanyaan
Panduan Penilaian
Staf Akademik
Pengesahan
Penilaian
Status
Kursus
Pengesahan
Penilaian
Status

Selamat Datang
Ke Sistem Penilaian Pengajaran Staf Akademik Dan Kursus

Panduan penilaian:
Sila muat turun panduan penilaian di sini..

Untuk sebarang pertanyaan, sila hubungi:
Pn. Marcella binti Mohd Said (07-453 7472 / marcella@uthm.edu.my),

13 Courses will be displayed as below. Click “Klik di sini” to start evaluating the courses.



SPARK
Sistem Penilaian Pengajaran Staf Akademik dan Kursus
http://spark.uthm.edu.my

Laman Utama | Profil | Log Keluar

Laman Utama » Kursus » Penilaian Kursus HW180052

Panduan & Pertanyaan
Panduan Penilaian
Staf Akademik
Pengesahan
Penilaian
Status
Kursus
Pengesahan
Penilaian
Status

Kursus » Penilaian Kursus

Sila pilih kursus untuk dinilai:

Bil	Kod	Kursus	Status Penilaian	Borang Penilaian
1	MWA10303	ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS	Belum selesai	Klik di sini
2	MWA10103	ADVANCED NUMERICAL ANALYSIS	Belum selesai	Klik di sini
3	MWA10203	CRYPTOGRAPHY	Belum selesai	Klik di sini
4	MWA10702	MASTER PROJECT 1	Belum selesai	Klik di sini
5	MWA10403	MATHEMATICAL MODELLING	Belum selesai	Klik di sini

- 14 You will be directed to the following screen. Click on the **appropriate radio buttons** based on the scale given.

Laman Utama » Kursus » Penilaian Kursus HW180052

Panduan & Pertanyaan

Panduan Penilaian

Staf Akademik

Pengesahan

Penilaian

Status

Kursus

Pengesahan

Penilaian

Status

Kursus » Penilaian Kursus

Maklumat Kursus Yang Dinilai

MWA10303 ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS

Bahasa

Sila pilih bahasa pengantar yang digunakan:

-Pilih Bahasa- ▾

Skala

1 - Sangat Tidak Setuju	2 - Tidak Setuju	3 - Tidak Pasti	4 - Setuju	5 - Sangat Setuju
1 - Strongly Disagree	2 - Disagree	3 - Not Sure	4 - Agree	5 - Strongly Agree

A Kandungan Kursus
[Course Content]

	1	2	3	4	5
S1 Hasil pembelajaran kursus adalah jelas. [The course learning outcome is clear.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
S2 Kandungan kursus disusun secara teratur dan membantu saya mencapai hasil pembelajaran. [The course content is arranged properly and helps me to achieve the learning outcome.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
S3 Jam beban belajar adalah bersesuaian dengan keperluan kursus. [The learning hour load is suitable with the needs of the course.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Bahan Pembelajaran

- 15 Complete the evaluation and click **"Simpan"**
- Click **"Kembali Ke Senarai Kursus"** to complete the evaluation for other courses.

S6 Kursus
[Learning materials (such as book, e-journals, multimedia content) provided at the University library are sufficient and suitable with the needs of the course.]

C Penilaian dan Penaksiran
[Assessment and Evaluation]

	1	2	3	4	5
S7 Kaedah penilaian dan penaksiran adalah bersesuaian [The assessment and evaluation methods are suitable.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
S8 Tugas yang diberi membantu saya menguasai keperluan kursus [The assignments given help me in mastering the needs of the course.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
S9 Masa diberi untuk menghasilkan tugas adalah mencukupi [Time given to produce assignments is sufficient.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
S10 Panduan yang bersesuaian diberi dalam menghasilkan tugas [Suitable guidance is provided in producing assignments.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
S11 komen dan maklumbalas berkaitan hasil tugas membantu saya menguasai keperluan kursus [Comments and responses regarding assignments help me to master the needs of the course.]	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

« Kembali Ke Senarai Kursus

Simpan

16 Repeat Steps 13 – 15 for all courses.

Kursus » Penilaian Kursus

Sila pilih kursus untuk dinilai:

Bil	Kod	Kursus	Status Penilaian	Borang Penilaian
1	MWA10303	ADVANCED DIFFERENTIAL EQUATION FOR SCIENTIST AND ENGINEERS	Belum selesai	Klik di sini
2	MWA10103	ADVANCED NUMERICAL ANALYSIS	Belum selesai	Klik di sini
3	MWA10203	CRYPTOGRAPHY	Belum selesai	Klik di sini
4	MWA10702	MASTER PROJECT 1	Belum selesai	Klik di sini
5	MWA10403	MATHEMATICAL MODELLING	Belum selesai	Klik di sini

17 Click “**Log Keluar**” after you complete the evaluations.

SPARK
Sistem Penilaian Pengajaran Staf Akademik dan Kursus

Laman Utama Profil **Log Keluar**

Laman Utama HW180052

Panduan & Pertanyaan

- Panduan Penilaian
- Staf Akademik**
- Pengesahan
- Penilaian
- Status

Kursus

- Pengesahan
- Penilaian
- Status

Selamat Datang

Ke Sistem Penilaian Pengajaran Staf Akademik Dan Kursus

Panduan penilaian:

Sila muat turun panduan penilaian [di sini](#)..

Untuk sebarang pertanyaan, sila hubungi:

Pn. Marcella binti Mohd Said (07-453 7472 / marcella@uthm.edu.my),

THANK YOU

