ABOUT KPTM

Kolej Poly-Tech MARA is a private higher educational institution which is wholly owned by Majlis Amanah Rakyat (MARA). KPTM offers a wide range of educational opportunities in the field of Information Technology, Computer Science, Accounting, Business Management, Sciences, Engineering and Health Science.

VISION

To be a Tertiary Education Institution with Excellent Reputation

MISSION

1 To cultivate academic and entrepreneurial excellence to achieve an optimal individual potential
2 To lead a holistic education through global acknowledgement and acceptance

SHARED VALUE

1 Trustworthy
2 Resilient
3 Blessed

MOTTO

A Centre of Learning, Centred on You

TABLE OF CONTENT

| 1.0 | MESSAGE FROM THE CHIEF EXECUTIVE OFFICER |

A warm welcome to Kolej Poly-Tech MARA

First and foremost, I would like to congratulate you for succeeding in your study and now able to pursue it to a higher level at KPTM.

To ensure that all our students meet their educational goals, we go all-out to provide a conducive learning environment that facilities effective learning.

We have experienced lecturers who could guide and motivate the students to meet their life goals. Our lecturers are very committed in making sure their students finish their studies on time and are able to get the right job within short duration of time after that. We also take pride of the fact that our lecturers are not only academic references but also excellent advisors and mentors for students.

It is hoped that this handbook will serve as a useful reference to students about their chosen programme specifications and guidelines.

I wish you all the best in your studies at KPTM.

CHIEF EXECUTIVE OFFICER
KOLEJ POLY-TECH MARA

2.0 MESSAGE FROM DEAN OF FACULTY OF COMPUTER SCIENCE AND INFORMATION TEHCNOLOGY

A warm welcome to Kolej Poly-Tech MARA.

A college experience is not only about making the right decision about what you wanted to be when you finished your secondary education. It is about a series of adjustments before venturing into a more challenging life.

I truly hope that his handbook will be helpful in guiding you throughout your course of studies and throughout your adjustment processes as a college student.

You will find that this handbook provides you with the necessary reference and information regarding the study programme as well as the support system, and services that the college provides.

The procedures are carefully designed to ensure that you are equipped with the relevant information about Diploma in Information Technology.

I hope you have an enjoyable learning experience and a rewarding student life.

DEAN
FACULTY OF COMPUTER SCIENCE AND INFORMATION TECHNOLOGY
KOLEJ POLY-TECH MARA

3.0 PROGRAM BRIEF

Kolej Poly-Tech MARA (KPTM) is a center of educational excellence for academic, professional and continuous learning programs. KPTM has grown and developed approximately 20,000 graduates with a wide choice of careers and opportunities in government, industry, the professions, or to further study.

Information Technology is one the world's great growth industries, and among the few industries to have become truly global across its workforce. Information Technology courses at Kolej Poly-Tech MARA are structured to give students more choice and opportunity. Study opportunities include entry level training across a range of technical programs, to complex specializations in fields such as software development and networking.

Courses offered are industry recognized, and designed with the student's development in mind. Using qualified teachers and trainers, our course programs develop and enhance the individual's personal and professional skills, with the aim of preparing them for a career within the IT industry. With a focus on learning outcomes and personal development, each course can enhance your resume, or help you progress your career aspirations within the work place.

Graduates are well equipped for the IT challenge at hand, and they can be confident that their recognized qualification and relevant experience gained through study will have them in high demand within the workforce.

The main purpose of the Information Technology diploma at Kolej Poly-Tech MARA is to generate graduates with the knowledge, skills, and attitudes to be effective and responsible IT practitioners within a rapidly changing IT environment.

Our proud history and solid foundation will drive continuous educational growth into the future. In recent times, we have extended our quality programs to all individuals and populations. It is our absolute commitment to provide opportunities for individuals to gain easy access and holistic approach to education and training towards the establishment of knowledge-based society.

4.0   PROGRAM INFORMATION

1. ProgrammeTitle   :   Diploma in Information Technology

2. Programme Code   :   CT103

3. Duration   :   2 years 4 months (7 semester)

4. Total Credit Hours   :   93 credits

5. Medium of Instruction: English

6. Entry Requirement   :   **PASS SPM** or equivalent with: **THREE (3)** credits in any subjects, including Mathematics

OR

Pass a Pre-Diploma or other certificate in a related field from any public / private institutions recognized by the government of Malaysia with at least CGPA of 2.50

OR

Pass the Malaysian Skills Certificate (SKM)/MLVK Level 3 in a related field

7. **Programme Learning Outcomes:** The outcomes of this program are to:

   a. Demonstrate adequate knowledge in information technology to support demand in the work place for IT professionals.

   b. Apply the core aspects of information technology principles and tools, and manage their implementation in an organization context

   c. Employ social skills and demonstrate responsibilities while engaging with community.

   d. Demonstrate professional values, ethics and attitudes in IT profession.

   e. Demonstrate leadership , teamwork and communication skills effectively within various organizational contexts.

   f. Solve computing problems using appropriate tools, techniques and technologies

   g. Engage in life-long learning by using technologies and skills effectively in information management for career development and self improvement.

   h. Employ managerial and entrepreneural skills.

8.   Programme Description:

The Diploma in Information Technology is designed to challenge and inspire students wherein the study program will prepare them vital IT skills and develop their readiness for the workplace. The students should be able to develop knowledge, understanding and skills in their chosen subject areas such as programming, multimedia, networking and security, whereby these are among the prescribed courses in order to graduate.

The study program in the Diploma in Information Technology would give the graduates the opportunity for employment as semi-professional in industries like software houses, systems management, multimedia development and other related employments. The graduates are also able to further their studies in IT and IS related disciplines.

9.   Career Opportunities:
At the completion of the course graduates will have vocational pathways that can lead to employment or further study:

- Working with clients/ customers
- Marketing and selling IT products and services
- Supporting and managing the IT business
- IT systems support and administration
- Systems development and integration
- Computer Technician
- Desktop Support Technician
- Hardware/Software Installer
- Help Desk Technician
- Programmer
- Analyst Programmer
- Web Site Developer
- Web Page Designer
- IT Executive
- Assistant Software Engineer
- Web Programmer
- Software Developer and Application Developer

11.   Awarding Body: Kolej Poly-Tech MARA

5.0 ACADEMIC PLANNER

ACTIVITY	DAY / WEEK
Registration (New Students)	Day 1
Induction	Day 1 – 3
Registration (Returning Students)	Day 2
Lectures and Add/Drop Sessions	Week 1
Lectures	Week 1 – 14
Revision Week	1 Week
Final Examination	2 Week
Semester Break	3 Weeks

Note: Actual calendar will be distributed during registration.

The Academic Calendar for KPTM has the following features:

- The first semester of the academic year normally begins in April.
- The second semester of the academic year normally begins in July.
- A 14-day final exam period, with 1 'dead week' for exam preparation between the end of instruction and the beginning of finals.
- The College reserves the right to make any changes to the academic calendar when necessary. You are advised to read notices at all times.

6.0   ACADEMIC REGULATIONS

- All KPTM students are subjected to the Academic Rules and Regulations as outlined in the **Buku Peraturan Akademik Kolej Poly-Tech MARA PINDAAN 2017.** A copy of this booklet will be given to every student upon registration.

- All KPTM students pursuing academic programmes in collaboration with local or foreign partner institutions are also subjected to the rules and regulations of the partner institutions.   A copy of this booklet will be given to students of the respective program during the Academic Briefing within the Induction Week.

7.0   PROGRAM STRUCTURE – DIPLOMA IN INFORMATION TECHNOLOGY (CT103)

BIL	SEM	COURSE CODE	COURSE NAME	COURSE STATUS	CREDIT HOURS	PRE REQ	ASSESSMENT CW %	ASSESSMENT FINAL %
YEAR 1 SEMESTER 1 – JULY								
1	1	TSE1363	FUNDAMENTALS OF PROGRAMMING	CORE MODULE	3	NONE	60	40*
2		TSE1433	CRITICAL THINKING AND PROBLEM SOLVING	CORE MODULE	3	NONE	70	30*
3		TTS1242	ENTERPRISE IT APPLICATION	CONCENTRATION	2	NONE	60	40
4		TTS1253	INTRODUCTION TO INFORMATION TECHNOLOGY	CONCENTRATION	3	NONE	60	40*
5		HES1013	ENGLISH SKILLS 1	IPT MODULE	3	NONE	60	40
6		TDM1023	COMPUTING MATHEMATICS	CORE MODULE	3	NONE	50	50*
			TOTAL		17			
YEAR 1 SEMESTER 2 – NOVEMBER								
7	2	TSE2443	OBJECT ORIENTED PROGRAMMING	CORE MODULE	3	NONE	60	40*
8		TSE2463	OBJECT ORIENTED SYSTEM ANALYSIS AND DESIGN	CORE MODULE	3	NONE	60	40*
9		TSE2483	MOBILE APPS DEVELOPMENT	ELECTIVE MODULE	3	NONE	60	40
10		TSE2493	WEB CONTENT MANAGEMENT			NONE	50	50
11		TTS2213	DATABASE CONCEPTS	CORE MODULE	3	NONE	60	40*
12		HES1023	ENGLISH SKILLS 2	IPT MODULE	3	HES1013	70	30
13		TMM1083	INTRODUCTION TO MULTIMEDIA	CONCENTRATION	3	NONE	50	50
			TOTAL		18			
YEAR 2 SEMESTER 1 – APRIL								
14	3	TCS1063	COMPUTER ORGANISATION AND ARCHITECTURE	CORE MODULE	3	NONE	70	30*
15		MPU2213	BAHASA KEBANGSAAN A	MPU MODULE	3	NONE	70	30*
16		MPU2223	STUDY SKILLS			NONE	70	30*
17		MPU2233	PENGUCAPAN AWAM			NONE	60	40*
18		MPU2243	HUMAN COMMUNICATION			NONE	60	40*
19		MPU2253	KEMAHIRAN MENULIS			NONE	60	40*
20		MPU2163	PENGAJIAN MALAYSIA 2	MPU MODULE	3	NONE	70	30*
21		MPU2133	BAHASA MELAYU KOMUNIKASI 1			NONE	70	30*
			TOTAL		9			

YEAR 2 SEMESTER 2 – JULY								
22		TNW3193	COMPUTER NETWORK	ELECTIVE MODULE	3	NONE	70	30*
23	4	TTS2303	PC MAINTENANCE			NONE	70	30
24		TNW2163	SYSTEM ADMINISTRATION 1			NONE	70	30
25		TCS2073	OPERATING SYSTEM	CORE MODULE	3	NONE	60	40*
26		TTS2173	HUMAN COMPUTER INTERACTION	CONCENTRATION	3	NONE	60	40*
27		TSE2454	WEB PROGRAMMING AND APPLICATION	CONCENTRATION	4	NONE	50	50
28		TSE2473	VISUAL PROGRAMMING	CONCENTRATION	3	TTS2213	70	30*
29		TQM1013	STATISTICS	CONCENTRATION	3	NONE	60	40*
TOTAL					**19**			
YEAR 2 SEMESTER 3 – NOVEMBER								
30		MPU2412	KHIDMAT MASYARAKAT 1	MPU MODULE	2	NONE	90	10
31		MPU2422	PENGURUSAN MASJID			NONE	90	10
32		MPU2432	SPORT EVENT MANAGEMENT 1			NONE	90	10
33	5	PEN2303	DIGITAL ENTREPRENEURSHIP	IPT MODULE	3	NONE	40	60
34		TTS2263	MANAGEMENT INFORMATION SYSTEM	CONCENTRATION	3	NONE	60	40*
35		TNW3033	COMPUTER SECURITY	CONCENTRATION	3	NONE	70	30*
36		TTS3113	E-COMMERCE	ELECTIVE MODULE	3	NONE	60	40*
37		TTS2273	E-MARKETING			NONE	60	40
38		TTS3293	IT PROJECT	CORE MODULE	3	NONE	50	50
TOTAL					**17**			
YEAR 3 SEMESTER 1 – APRIL								
39		MPU2313	PENGAJIAN ISLAM	MPU MODULE	3	NONE	70	30*
40	6	MPU2333	ETIKA DAN NILAI			NONE	60	40*
41		TNW2033	DATA COMMUNICATION CONCEPT	CORE MODULE	3	NONE	60	40*
42		HPS2013	BASIC ORATORY	IPT MODULE	3	NONE	80	20
TOTAL					**9**			
YEAR 3 SEMESTER 2 – JULY								
43	7	TTS3284	INDUSTRIAL TRAINING	INDUSTRIAL TRAINING	4	Pass all courses with minimum CGPA 2.0	60	40
TOTAL					**4**			
GRAND TOTAL					93			
GRADUATION REQUIREMENT					93			

8.0 COURSE INFORMATION

YEAR 1 SEMESTER 1 - JULY

TSE1363 : FUNDAMENTALS OF PROGRAMMING
Pre-requisite : None

This course mainly focuses on the fundamentals or writing computer program, analysing simple computer problems, write the solution in the form of algorithm, and finally transfer the algorithm into executable program codes. In addition, this course also introduced the selected programming language as the basic programming tools to help student understand and experience the input and output activity and the process of producing a simple computer program. This course also introduce student with Java programming environment.

TSE1433 : CRITICAL THINKING AND PROBLEM SOLVING
Pre-requisite: None

This course trains students to acquire two concurrent skills namely critical thinking and problem solving. It will develop students' ability to investigate and evaluate thinking from different viewpoints and synthesize their own positions based on the evidence available. Also, students practice techniques that enable them to maximize the results they create in any long-term learning experience, while identifying, analyzing and formulating solutions to problems especially in computing fields.

TTS1242 : ENTERPRISE IT APPLICATIOM
Pre-requisite : None

This subject covers the use of personal computers in terms of their software in theory and its usage through hands on. The student will be exposed to the system and application software such as windows operating system, word processor, spreadsheet, presentation software and database software.

TTS1253 : INTRODUCTION TO INFORMATION TECHNOLOGY
Pre-requisite : None

This subject covers the use of personal computers in terms of their hardware and software in theory and its usage through hands on. The students will be exposed to the computer hardware, such as input output devices, system unit, digital storage, communication media and its components, and internet technologies.

HES1013 : ENGLISH SKILLS 1
Pre-requisite : None

This course is designed to develop students' basic English vocabulary and communicative ability which is also to prepare their readiness in future English courses. Students are exposed with two main English language skills; Speaking and Writing while Basic grammar skills are integrated inductively throughout the lessons. This course is also aimed to provide students with the opportunity to improve their command of English besides building their confidence in conversing in the language.

TDM1023 : COMPUTING MATHEMATICS
Pre-requisite: None

This course introduces the basic discrete mathematics that is required in the contemporary aspects of computing. The topics covered are set theory, fundamental principles of counting, relation and function, digraph, logic, mathematical induction and recursion.

YEAR 1 SEMESTER 2 - NOVEMBER

TSE2443 : OBJECT ORIENTED PROGRAMMING
Pre-requisite: None

This course aims to introduce students with the basic concepts of object-oriented programming and develop students' algorithmic problem solving skills. It emphasizes a deeper understanding of object-oriented program design and implementation, advanced features of object-orientation such as inheritance, polymorphism, abstract classes, inheritance, Graphical User Interface (GUI) and file input/output.

TSE2463 : OBJECT ORIENTED SYSTEM ANALYSIS AND DESIGN
Pre-requisite: None

This course starts with the description about system requirements organization types such as how information can be organized at the stage of system analysis. Further system analysis and design is described according to an analysis of system application and construction of system model based on use-cases. Diagrams in UML language are constructed during system analysis and design. Construction of systems model diagram is supported by any system modeling tool.

TSE2483 : MOBILE APPS DEVELOPMENT
 Pre-requisite: None

This course mainly focuses on the fundamental development of mobile application. As a project-oriented course it examines the principles of mobile application design and introduces development tools. Student will understand and experience the structure of mobile application development process and how to publish the application. Students are expected to work on a project that produces a quality mobile application.

TSE2493 : WEB CONTENT MANAGEMENT
 Pre-requisite: None

This course will guide students in the use of open source web-based content management which is used to create dynamic and flexible web sites, galleries, ecommerce sites, or blogs. Students will be instructed on the fundamentals of planning dynamic websites, Content Management System (CMS) database management, manipulating Cascading Style Sheet (CSS) -controlled site templates, and creating database driven websites through the planning and creation of their own topic-based sites.

TTS2213 : DATABASE CONCEPTS
Pre-requisite: None

This course provides an intermediate level of knowledge into how database concepts are used commercially. It provides an introductory study of database theory, design and management.

HES1023 : ENGLISH SKILLS 2
Pre-requisite: HES1013

The course provides students with general capacity to a level that enables them to use English in their social and professional environment. Students are also expected to focus on understanding any kind of reading materials through the listening activities conducted. This course is also to develop students' general capacity to a level that enables them to use English in social and professional situations.

TMM1083 : INTRODUCTION TO MULTIMEDIA
Pre-requisite: None

This course introduces the essential topics in multimedia application development. It includes concepts in creating and integrating media elements such as audio, video, animation, text and graphics. It also comprises topics for choosing appropriate platform delivery for post production.

YEAR 2 SEMESTER 1 - APRIL

TCS1063 : COMPUTER ORGANISATION AND ARCHITECTURE
Pre-requisite : None

This course explain about the introduction to basic computer architecture, numbering system, logic circuit design processing unit, computer memory system, input and output, and parallel processing. Its purpose is to present, as clearly and completely possible, the nature and characteristics of
modern-day computer systems. Throughout this subject, aspects of the system are viewed from the points of view of both architecture and organization.

MPU2213 : BAHASA KEBANGSAAN A
Pre-requisite : None

Kursus ini mencakupi pengenalan kepada bahasa Melayu, prinsip sebutan dan intonasi, sistem ejaan dan tatabahasa Melayu, prinsip pengucapan awam, kepelbagaian teks, prosa, puisi dan penulisan teks atau wacana sama ada berformat atau tidak berformat.

MPU2223 : STUDY SKILLS
Pre-requisite : None

Study Skills is designed to help students improve their study skills and develop their ability to use it. This subject is also geared to provide the students with the awareness on the knowledge and tools that the students need in order to build the skills for lifelong learning. In addition, it will guide the students in understanding what they can do to be a more efficient and effective learner. The learning strategies taught in this course are meant to be used for learning tasks in class, work and in their personal lives.

MPU2233 : PENGUCAPAN AWAM
Pre-requisite : None

Pengucapan awam merupakan seni menyampaikan mesej secara lisan daripada pengucap (sumber) kepada pendengar (audien) dalam keadaan bersemuka. Kursus ini bertujuan mendedahkan kepada pelajar tentang pengucapan awam yang merangkumi kemahiran, strategi dan pengaplikasian dalam khalayak awam dengan lebih berkesan. Kemahiran berucap membolehkan pelajar mampu untuk berucap dalam pelbagai situasi. Strategi dalam pengucapan awam membolehkan pelajar melaksanakan melalui penyediaan ucapan serta mampu mengatasi halangan yang wujud. Dari segi pengaplikasian, pelajar berkeupayaan mewujudkan komunikasi yang baik dan berkesan pada masa hadapan.

MPU2243 : HUMAN COMMUNICATION
Pre-requisite : None

This course is offered to gain students understanding with the types of human communication, how it occurs, the skills in interpersonal communication, communication in a small group as well as in the organization. Students also will learn basic on how to manage conflicts in the organization and group.

MPU2253 : KEMAHIRAN MENULIS
Pre-requisite : None

Kursus ini ditawarkan kepada pelajar sebagai subjek elektif. Secara umumnya kursus ini merangkumi pengenalan kepada penulisan, proses asas penulisan, jenis-jenis penulisan dan penulisan dalam laman blog.

MPU2133 : BAHASA MELAYU KOMUNIKASI 1
Pre-requisite : None

Kursus ini ditawarkan kepada pelajar luar negara bagi membantu mereka dalam aspek berkomunikasi. Ia lebih menekankan kaedah penggunaan bahasa yang mudah serta dapat membantu dalam aktiviti kehidupan harian mereka. Pelajar juga akan dapat menggunakannya untuk membuat rujukan bahan-bahan akademik dalam bahasa Melayu.

MPU2163 : PENGAJIAN MALAYSIA 2
Pre-requisite : None

Kursus ini menghuraikan tentang warganegara Malaysia yang berwawasan dan mampu menghadapi cabaran ke arah mencapai kesejahteraan hidup serta dapat menghayati peranan Malaysia di peringkat antarabangsa. Kursus ini memberi penghayatan tentang sejarah dan politik, perlembagaan Malaysia, kemasyarakatan dan perpaduan, pembangunan negara dan isu-isu keprihatinan negara juga mendedahkan tentang kepentingan organisasi MARA dalam pembangunan negara.

YEAR 2 SEMESTER 2 - JULY

TNW3193 : COMPUTER NETWORK
Pre-requisite: None

This course introduces the architecture, structure, functions, components, and models of the Internet and other computer networks. The principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations are introduced to provide a foundation for the curriculum.

TTS2303 : PC MAINTENANCE
Pre-requisite: None

This course will provide the students the knowledge of Personal Computer (PC) hardware, the skills to determine the specifications to build and test a PC, perform component upgrade and preventive maintenance.

TNW2163 : SYSTEM ADMINISTRATION 1
Pre-requisite: None

This course introduce Linux command and basic system administration. It will use Debian distribution as the teaching tools.

TCS2073 : OPERATING SYSTEM
Pre-requisite: None

This module is intended to provide students with the concepts of design and implementation of computer systems. It explains what operating systems are and what they do. It also introduces to the students the issues and techniques of resources management and protection, and shows how computer system manages processor, memory and secondary storage to be used by the process in an efficient manner.

TTS2173 : HUMAN COMPUTER INTERACTION
Pre-requisite: None

This course introduces the basic building blocks of Human Computer Interaction, a discipline involved with the way people interact with computers and their applications. The content of the course includes the study of human psychology, the technology and the design technique, method and evaluation. Topics include a review of HCI and history, input devices and interaction techniques and more.

TSE2454 : WEB PROGRAMMING AND APPLICATION
Pre-requisite: None

This course will guide students to use hypertext mark-up language (HTML), Java Script, Cascading Style Sheet (CSS), graphical web authoring tools, HyperText Pre Processor (PHP) language and MySQL database to create a dynamic web page and online database application.

TSE2473 : VISUAL PROGRAMMING
Pre-requisite: TTS2213

This course covers the topics of form design, common form tool controls, arithmetic operations and assignment statements, predefined object methods & functions, control structures, list controls, array and table processing, sub procedures and user-defined functions, and database access. The assignment and group project tasks are also designed to expose student a basis of problem solving experience in computing.

TQM1013   STATISTICS
Pre-requisite: None

A course designed to emphasize the basic concept of statistics and probability. Topics include descriptive statistics, data presentation, correlation, regression, probability, probability distribution, sampling distribution, estimation and hypothesis testing.

YEAR 2 SEMESTER 3 - NOVEMBER

MPU2412   KHIDMAT MASYARAKAT 1
Pre-requisite: None

Modul ini memberi peluang kepada pelajar untuk memahami kursus khidmat masyarakat berdasarkan pengalaman praktikal bersama masyarakat setempat dengan melibatkan bersama agensi sukarelawan. Di akhir kursus ini pelajar memperolehi kecekapan dalam mengurus sesuatu program kemasyarakatan melalui kemahiran insaniah seperti menyelesaikan masalah dan kerjasama dalam kumpulan.

MPU2422   PENGURUSAN MASJID
Pre-requisite: None

Kursus ini memberi peluang kepada pelajar memahami secara mendalam peranan dan fungsi institusi masjid di samping memberi pendedahan kepada pelajar tentang peranan dan etika kerjaya pentadbiran institusi tersebut melalui aktiviti yang dijalankan

MPU2432   SPORTS EVENT MANAGEMENT
Pre-requisite: None

The course introduces students to sports event management and focuses on the details required when planning a specific sports event. Emphasis is placed on the planning of events, beginning with research into selecting the right event , event themes, site selection, task and responsibility checklists, organizational committee structures, budgeting, advertising and promotion, and event administration.

PEN2303   DIGITAL ENTREPRENEURSHIP
Pre-requisite: None

This subject will expose the students with knowledge of entrepreneurship environment such as the evolution of entrepreneurship, the characteristics of successful entrepreneurship and the types of new business venture. This subject will also provide students with the knowledge on how to prepare a business plan and how to demonstrate their business idea. Students will learn basic areas which are related to entrepreneurship environment such as management, marketing, operation or production, business support system, human resource management and accounting. It also requires students to do research, analysis and consultation with their respective lecturers in preparing the business plan. Students also are required to demonstrate their business plan idea in group.

TTS2263   MANAGEMENT INFORMATION SYSTEM
Pre-requisite: None

This course will provide the students the knowledge of information systems that give a business or organization a competitive edge by providing technologies that help managers plan, control, and make decisions.

TNW3033   COMPUTER SECURITY
Pre-requisite: None

This course introduces the basic computer security concepts. It covers the definition and computer security methods and networking. The discussion about the network security will include the concepts of network protection and intrusion,firewall application software, and also legal, ethics and privacy issues.

TTS3113   E-COMMERCE
Pre-requisite: None

This course covers the role of e-commerce and its related issues in classification, business models, infrastructure, security and payment. This subject also gives exposure how to participate in e-commerce transaction.

TTS2273   E-MARKETING
Pre-requisite: None

The course is designed to expose the fundamentals, practical and managerial approach of e-marketing. It gives students a comprehensive, innovative, managerial and practical introduction to e-marketing so that the students will become skilled and manageable.

TTS3293   IT PROJECT
Pre-requisite: None

This module requires students to develop an application such as system, application or networking task under the supervision of academic supervisor. The end product and final report will be presented and evaluated. It gives an opportunity to demonstrate original thinking in identifying, creating, designing, testing, implementing and producing documentation of a computer-based project.

YEAR 3 SEMESTER 1 - APRIL

MPU2313 : PENGAJIAN ISLAM
Pre-requisite: None

Kursus ini merupakan antara mata pelajaran umum yang disyaratkan oleh Kementerian Pengajian Tinggi. Kursus ini merangkumi empat bahagian iaitu;
a.   Islam dan Konsep-konsep Asas.
b.   Islam Sebagai Peradaban dan Tamadun.
c.   Institusi-institusi yang terdapat di dalam Islam
d.   Islam dan Cabaran Semasa.

Selain itu, subjek ini memberi penerangan kepada pelajar mengenai tasawwur Islam secara tepat   yang menyumbang kepada pembangunan ummah. Ia juga menghurai kan keupayaan Islam dalam menangani pelbagai cabaran yang dihadapi oleh masya rakat Malaysia.

MPU2323 : ETIKA DAN MORAL
Pre-requisite: None

Pendidikan Etika dan Moral bertujuan melahirkan insan berakhlak mulia, menghayati nilai-nilai murni secara bersepadu dalam kehidupan dan menyatupadukan masyarakat pelbagai kaum berdasarkan kepada nilai-nilai moral sejagat. Usaha ini selaras dengan falsafah Pendidikan Negara yang berhasrat melahirkan insan berilmu pengetahuan, berakhlak mulia, bertanggungjawab dan berkeupayaan mencapai kebahagiaan diri serta memberi sumbangan berkesan kepada kesejahteraan masyarakat dan Negara.

TNW2033
DATA COMMUNICATION CONCEPT

Pre-requisite: None
This course exposes fundamental concepts in a manner that discusses the components of data communication, the hardware and distributed processing/computer networking. The subject also covers widen technologies available in data communication, mechanism underlying telecommunications and networking.

HPS2013
BASIC ORATORY

Pre-requisite: None
The course provides the overview of communication theory as well as incorporates extensive practical aspects of public speaking.

YEAR 3 SEMESTER 2 - JULY

TTS3284 : INDUSTRIAL TRAINING
Pre-requisite: Passes all courses with minimum CGPA 2.0

This course covers the role of e-commerce and its related issues in classification, business models, infrastructure, security and payment. This subject also gives exposure how to participate in e-commerce transaction.

9.0   KPTM TOP MANAGEMENT GROUP

En Nordin Bin Ahmad
Chief Executive Officer

Abdul Azmi Bin Abdul Aziz
Vice President Academic /
Vice President of Student Affairs

En Mohd Sahidi Bin Yaakob
Senior Director
Human Resources Department

Pn Azlina Bt Yusof
Senior Director
Finance Department

En Kassim Bin Osman
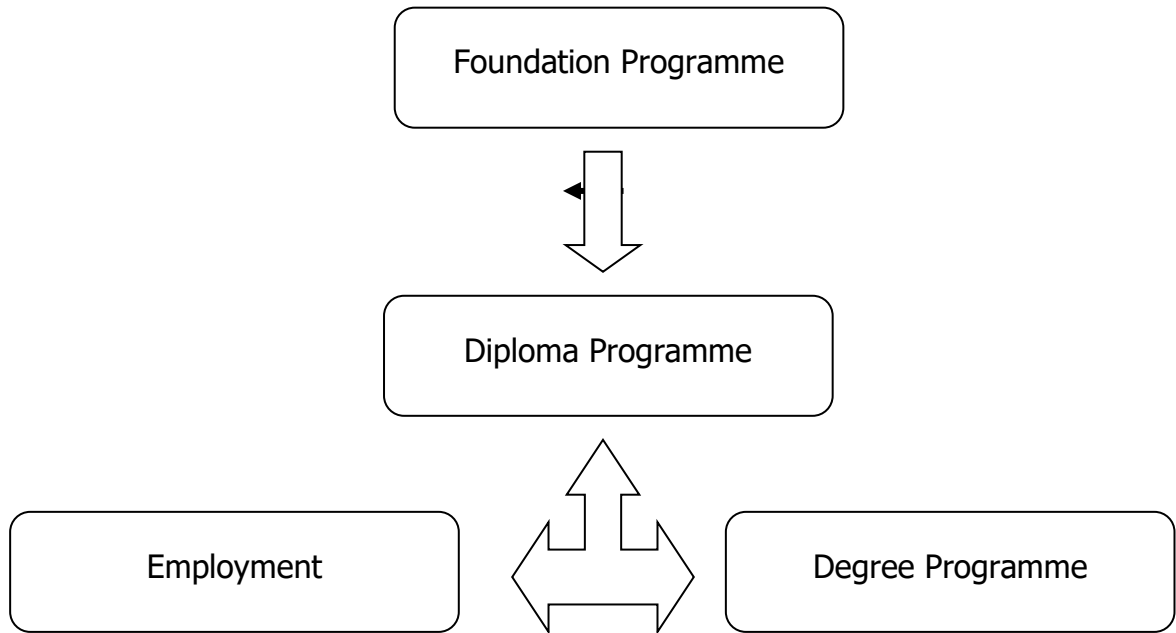*Director*
Department For Continuous Education

En Mohamed Saifuddin Bin Hussin
Senior Director
Corporate Planning Department

En Mohd Asri Bin Mohammad
Director
Information Technology Department

10.0   STUDY PATH

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┌─────────────────────────┐
│   Foundation Programme   │
└─────────────────────────┘
            ↓
┌─────────────────────────┐
│    Diploma Programme     │
└─────────────────────────┘
   ↙              ↘
┌──────────────┐      ┌──────────────────┐
│  Employment   │      │ Degree Programme  │
└──────────────┘      └──────────────────┘
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11.0   KPTM SONG

Kolej Poly-Tech M-A-R-A
Lambang keunggulan anak bangsa
Proaktif Progresif Perkasa
Profesional dan Berkarisma

Kolej Poly-Tech M-A-R-A
Lambang keunggulan anak bangsa
Menjunjung amanat negara
Terbilang di puncak dunia

Bersemangat meredah rintangan
Gagah menuju ke puncak awan
Tekad di hati penuh keazaman

Bersatu….Capai segala wawasan

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KOLEJ POLY-TECH MARA Bangi
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Seberang Jalan Putra
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