

Flexible Learning Faculty of Education, UiTM During Covid-19 Outbreak

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01

INTRODUCTION

Flexible Learning EDU, UiTM

02

Website

Where to click?

03

Flow

What to input?

04

Output

What is the output?

01: Introduction

- A flexible learning system is designed to capture the online learning information of members of Faculty of Education, UiTM.
- Every lecturer must fill up the form after they have completed their online lesson



02: Website

FLEXIBLE LEARNING FACULTY OF EDUCATION, UITM DURING COVID-19 OUTBREAK



- Lecturers who are conducting classes with EDU students **MUST** fill up this form when they have completed their online classes during the Covid-19 outbreak.
- Click [here](#) to fill up the form




03: Flow

1st Page

Flexible Learning Faculty of Education,
UiTM During Covid-19 Outbreak

The name and photo associated with your Google account will be recorded when you upload files and submit this form. Not edu.official@uitm.edu.my? [Switch account](#)

* Required



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Important Notes

1. This form is only for staff from Faculty of Education, UiTM.
2. Please make sure you have registered / updated your email address in the time table system before you proceed. You can update via the following link: https://docs.google.com/forms/d/1CEA3uJorF8JG8l4pgs-zGmyzwJsOpJ8MxHlWFTktzbs/viewform?edit_requested=true#responses
3. All data entered eventually will match with the data in the time table.
4. Please fill up this form once you have conducted your class.
5. All lecturers responsible to fill up this form for every single slot.

Staff ID *

Your answer _____

Next

Page 1 of 3

For EDU staff:

- Make sure you have updated your email address in the _____
- OR

For PTFT or Servicing lecturers

- You must register your particulars in the _____

Important notes

1. Every lecturer **MUST** fill up this form once they have completed their lesson.
2. All lecturers responsible to fill up this form for every slot in the time table.
3. For example:
 - Dr. A teaches students ED2491A for MAT421. His slot is scheduled as 3+2. This means that he need to fill up this form twice.
 - Dr. B teaches student ED2472A for B10567. His slot is scheduled as 1+1+1. He need to fill up the form three times.

03: Flow

2nd Page

Flexible Learning Faculty of Education, UiTM During Covid-19 Outbreak

The name and photo associated with your Google account will be recorded when you upload files and submit this form. Not edu.official@uitm.edu.my? [Switch account](#)

* Required

Flexible Learning Details

Details regarding students.

Flexible Learning for *

Choose

Subject Code *

Ex: MAT423, TSL515

Your answer

Program *

Choose

Semester *

Choose

Group *

Choose

Extra information (DO NOT REPEAT GROUP ABOVE MENTIONED)- USE ";" AS DELIMITER

Your class consists more than a group. Please fill in the other group here. Ex: ED2602A, ED2482A

Your answer

Lecturers need to enter the details of the subject and program.

Lecturers may select platform(s) that were used.

Details regarding flexible learning

Platform(s) *

- Google Classroom
- Google Meet
- Zoom
- Webex
- Padlet
- MOOC
- uFuture
- Social Media
- Whatsapp
- Telegram
- Kahoot
- Pigeon Hole
- Other: _____

03: Flow

2nd Page (cont.)

Link(s) or ID(s) of your online platform(s)
Leave blank if you are using Whatsapp or Telegram only

Your answer

Online Learning Class Date *

Date

dd-mm-yyyy

Starting Time *

Time

: AM

Ending Time *

Time

: AM

Evidence.

It is compulsory for you to provide at least one (1) evidence (eg. screenshot, document, video or link)

Compulsory Evidence (maximum 100MB) *

[Add file](#)

Lecturers **MUST** upload **ONE** compulsory evidence of the online learning. For example: Screenshot, document, video etc.

Lecturers can upload additional evidence..

Max 10 screenshots (100MB)

Max 10 documents (100MB)

Max 1 video (1GB) or paste the video link at the respective fields

Additional evidence (if applicable) - Maximum 10 files per section

Screenshots (Image only)

[Add file](#)

Documents

[Add file](#)

Video or audio (Maximum 1GB)

If you have uploaded your video on another platform, just provide the link in the field below

[Add file](#)

Your video link

Your answer

[Back](#)

[Next](#)

Lecturers need to enter the date and time of the online lesson

04: Output

FL10000- Flexible Learning of MAT524 Inbox x



Flexible Learning System EDU

to me ▾



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Flexible Learning System Faculty of Education, UiTM During Covid-19 Outbreak

New Flexible Learning Registration

Good day Mr. Cheong Tau Han,

Thank you for updating your learning record.

Applicant particulars

Name : Mr. Cheong Tau Han
Staff ID : 279475
Position : Penyelaras Infrastruktur Dan Infostruktur
Department : MATHEMATICS

Flexible Learning Details

ID : FL10001
Flexible Learning Week : Week 6 (20 April 2020 - 25 April 2020)
Date of conducted lesson : 23 April 2020
Time : 04:00 PM - 08:00 PM
Duration : 4 hour(s)
Total Hours in Time Table : **5 hour(s)**
Subject : **MAT524 - TECHNOLOGY AND THE TEACHING OF MATHEMATICS**
Group : ED7063A2,ED7062A2
Platform : Google Classroom, Google Meet, Whatsapp, Telegram
Link(s) or ID(s) :

Data generated from the time table system

Evidence(s)

Compulsory Evidence : Click [here](#) to download

Additional evidence(s)

Screenshots

Screenshot 1 : Click [here](#) to download
Screenshot 2 : Click [here](#) to download
Screenshot 3 : Click [here](#) to download

Evidence uploaded

Documents

Document 1 : Click [here](#) to download
Document 2 : Click [here](#) to download

Url to edit your submission

Video link

Video link : <http://www.youtube.com>

Important note

Found any typo in your submission? Want to upload more evidence?
Click [here](#) to edit your submission.

Kindly be informed that you are **ONLY** allowed to edit text data and upload more evidence.

Thank you.

Any inquiries, click [here](#).

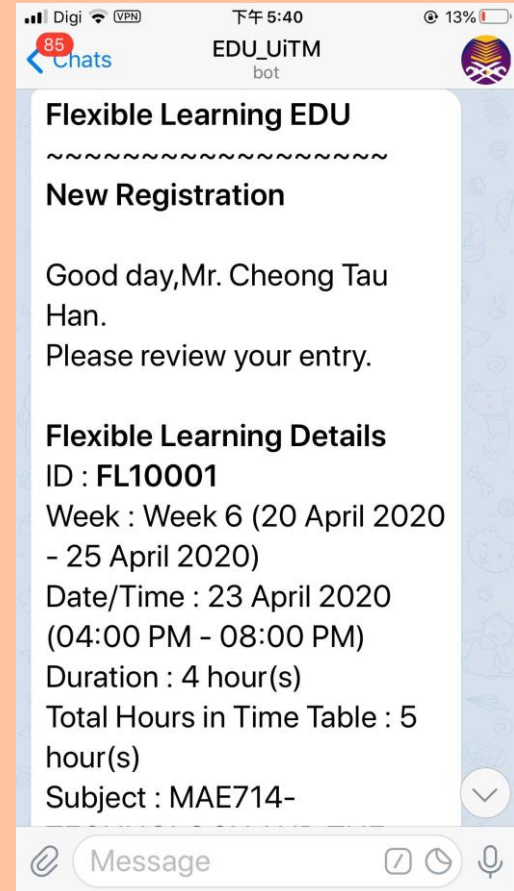
Your sincerely,

Flexible Learning EDU

- Upon submission, lecturers and their immediate KPs will receive an email regarding the flexible learning.
- Daily report will be generated and send to all KPPs and TDA.
- Weekly report will be generated and sent to all KPPs, TDA and Dean.

04: Output

Lecturers who have updated their telegram will also receive an instant notification.



Thank you