# ExCEL Activity Report

## StartUp 2022

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Matric Number : A21EC0092

Programme: Bachelor of Computer Science (Computer Network and Security)

Academic Advisor : Ts. Dr. Siti Hajar Binti Othman

# Programme Information

Date 13 January 2023 – 14 January 2023

Venue : : Faculty of Computing, UTM

Organizer : Persatuan Mahasiswa Sains Komputer (PERSAKA)

Position / Role in Activities : Committee Member (Technical Unit)

# Graduate Attributes

1. Communication Skills
2. Global Citizen
3. Leadership Skills and Teamworking

# Justification in Joining the Activities

The primary reason I decided to join the Cyberlympics 2023 as a committee member is ,being part of the technical unit committee offers excellent opportunities for professional development. By participating in event planning, organizing technical sessions, or managing technology-related aspects, you can enhance your skills, gain hands-on experience, and expand your knowledge

# The Graduate Attributes that are Focused On

As a committee member, I collaborated with a diverse team, including fellow committee members, event organizers, and volunteers. Through this collaboration, I develop your leadership and teamworking skills. For example,in planning the floor plan for the event, I had to discuss and exchange ideas with my crew.

This event helps me to obtain global citizen attribute. I had the opportunity to engage with individuals from diverse backgrounds and cultures, fostering a global perspective

Lastly, this event helps me to develop thinking skills. Being part of the event committee requires critical thinking and problem-solving abilities. I encountered challenges related to event planning when making the floor plan on how to accommodate our event space accordingly. We overcome this issue by thinking in meeting and communications.

# Content of the Activities

1 Booth Set-up and Management:

- Collaborate with the organizing team to determine the layout and design of the booths.

- Assist in providing technical guidance for booth set-up, ensuring proper electrical connections, lighting, and equipment placement.

- Coordinate with vendors and exhibitors to address their technical requirements and provide support throughout the event.

2. Motivational Talk Technical Arrangements:

- Coordinate with the motivational speaker and event organizers to understand their technical requirements for the talk.

- Set up audio-visual equipment, including microphones, projectors, screens, and any necessary stage lighting.

- Ensure that the speaker's presentation materials are compatible with the provided equipment and assist with any technical support they may need during the talk.

3. Overall Technical Logistics and Planning:

- Collaborate with the event planning committee to ensure that technical considerations are integrated into the overall event logistics and timelines.

- Provide technical expertise and recommendations regarding equipment rental, setup, and teardown processes.

- Conduct post-event evaluations and share feedback for future improvements in terms of technical requirements and execution.

# Self-Reflection

Participating in the event as a committee member responsible for registration and e-certificate distribution has provided me with valuable insights and opportunities for personal growth. Reflecting on my experience, I would like to share my observations regarding the impact of the activities on the development of students' graduate attributes, my own strengths in carrying out these tasks, and the challenges I encountered and overcame throughout the process.

1. Impact of the Activities on the Development of Graduate Attributes:

Thinking Skills: Through coordinating technical aspects and troubleshooting issues, I also improved thinking skills and problem-solving abilities.

Leadership and Teamworking Skills: The event's emphasis on leadership and teamworking skills provided myself with valuable experiences in collaborating with diverse teams and delegating tasks effectively.

Global Citizen: Interacting with participants from diverse backgrounds fostered a sense of global citizenship. Respecting cultural differences, appreciating diversity, and forging connections with individuals from different nationalities contributed to my growth as a global citizen.

2. Self-Strengths/Advantages towards the Activities:

Technical Skills: My technical background and expertise allowed me to provide guidance and support in setting up electrical connections, audio-visual equipment, and troubleshooting technical issues. I was able to apply my knowledge and skills to ensure the smooth operation of the event and address any technical challenges that arose.

3. Challenges and How to Overcome:.
Various Requirement: One challenge was coordinating with multiple teams each with their own technical requirements and priorities. To navigate this, I maintained open lines of communication, actively listened to their needs, and worked collaboratively to find feasible solutions that met everyone's requirements.

Managing time and resources effectively was crucial to ensure that technical aspects were set up in a timely manner. I prioritized tasks, delegated responsibilities when appropriate, and maintained clear communication channels with the organizing team to ensure smooth coordination and execution.

# Certificate/Proof of Event



Figure 1 : Certificate