UNIVERSITI TEKNOLOGI MALAYSIA

Approval	
Information	

COMMUNITY SERVICE
COMPUTER NETWORK SETUP AND KIOSK DESIGN WITH VIDEO EDITING
AT SMK MUTIARA RINI PROGRAM

UKQA 2072
SECTION 01 GROUP A
ICT FOR COMMUNITY SERVICES
UNIVERSITI TEKNOLOGI MALAYSIA

	Prepared by	Checked by	Verified by
Signature			
Name	Nurulbalqis Binti Khairul Izzuddin	Mr Juhazren Bin Junaidi	Dr. Mohd. Rustam Bin Mohd. Rameli
Position	Secretary	Assistant Lecturer	Lecturer
Date	7/3/2019	7/3/2019	7/3/2019

Paper Work

COMMUNITY SERVICE

COMPUTER NETWORK SETUP AND KIOSK DESIGN WITH VIDEO EDITING

Date

6, 9, 19 April 2019

Location

SMK MUTIARA RINI & SMK DESA SKUDAI

Sponsored by

UKQA 2072

SECTION 01 GROUP A

ICT FOR COMMUNITY SERVICES

BRIEF SUMMARY

Coures	UKQA 2072 – ICT for Commuity Services, Section 01 Group B
Program Name	Computer Network Setup And Kiosk Design with Video Editing
Type of Program	Service Learning
Goals and Objective Program	*Goal:* To improvise secondary schools' computer network setup and increase the school students' knowledge in video editing. *Objective:* 1. Improving the school's computer network setup. 2. Exposing students to the importance of computer network management and kiosk design with video editing. 3. Training students on kiosk design with video editing. 4. Transferring knowledge they have learned to use ICT community through the implementation of a service learning project to obtain learning experience. 5. Building collaborative networks between UTM students and the school community, through service learning and improving the need for school internet access.
Organized By	ICT for Community Service (UKQA 2072), Semester 2-2018/2019 , Universiti Teknologi Malaysia
Date	6, 9, 19 April 2019
Location	1. SMK Mutiara Rini 2. SMK Desa Skudai 3. Universiti Teknologi Malaysia
Total Participants & Criteria of Participants	Total Participants*:* ♠ 40 students ♠ 2 teachers ♠ 15 facilitator Criteria of Participants*:* ♠ Students from SMK Mutiara Rini ♠ Students from SMK Desa Skudai ♠ Facilitators from UKQA 2072-Section 1
Budgeted Cost	RM 2,515.00

PAPER WORK

COMMUNITY SERVICES

VIDEO EDITING FOR THE DEVELOPMENT OF TEACHING MONTAGE

1.0 COURSE NAME

ICT for Community Services (UKQA 2072)

2.0 PURPOSE OF THE PAPER WORK

This paper is prepared to apply for approval and fund contributions to hold the program as described below.

3.0 INTRODUCTION

Community service is a program that involves the transfer of knowledge and technology from an educational organization to the local community.

4.0 PROGRAM NAME

Service Learning: Computer Network Setup and Kiosk Design with Video Editing

5.0 GOAL

To improvise secondry schools with computer network setup and increase the school students' knowledge in designing multimedia and video editing.

6.0 THEME

Enriching Learning through ICT for 21st Century Skills

7.0 ORGANIZERS

ICT for Community Services (UKQA 2072)

Semester 2-2018/2019, Universiti Teknologi Malaysia

8.0 OBJECTIVES

♠ Improving the school's computer network setup.

♠ Exposing students to the importance of computer network management and kiosk design with video editing

♠ Training students on kiosk design with video editing.

♠ Transferring knowledge they have learned to use ICT community through the implementation of a service learning project to obtain learning experience.

♠ Building collaborative networks between UTM students and the school community, through service learning and improving the need for school internet access.

9.0 PROGRAM SUMMARY

This program will be conducted at secondary schools for three days where it involved students at age between 13 to 14 The purpose of this project is to exposed secondary students on the Computer Network Setup and Kiosk Design with Video Editing for their subject's presentation. The aim of this project is also to show students the easiest way to edit videos for their school program.

10.0 DATE OF EXECUTION
- 6th April 2019
- 9th April 2019
- 19th April 2019

11.0 PERIOD OF EXECUTION

3 days for kiosk design with video editing

2 days for cabling setup and management

12.0 PROGRAM LOCATION
- Universiti Teknologi Malaysia
- SMK Mutiara Rini
- SMK Desa Skudai

13.0 PARTICIPATION
- Student members of ICT club SMK Mutiara Rini
- Student members of ICT club SMK Desa Skudai

14.0 NUMBER OF PARTICIPATE

20 participate from SMK Mutiara Rini

20 participate from SMK Desa Skudai

15.0   PROGRAM COMMITTEE

Refer to Attachment A

16.0   PROGRAM'S TENTATIVE

Refer to Attachment B

17.0   BUDGET

Refer to Attachment C

18.0   CONCLUSION

We really hope that this paper work will be fully approved and received funding from the Co-curiculum center ,UTM Learning Service center and the sponsorship so that the targeted objectives will be achieved. Hopefully to hear from you soon.

<u>COMMITTEE MEMBER</u>

COORDINATOR

DR. MOHD. RUSTAM BIN MOHD. RAMELI

ADVISOR

MR. JUHAZREN BIN JUNAIDI

Director:

ABIGAIL A/P THEDERAJAN, A17HA5260

Secretary:

NURULBALQIS BINTI KHAIRUL IZZUDDIN, B18KE0009

Treasurer:

ADIBA RUSYDA BT MARZRI, A18CS0006

Sponsorship Unit:

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Module & Learning Unit:

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NUR EMYLINDA BINTI YUNOS, A18CS0190

Multimedia Communication & Publicity Unit:

ASSEM JAMEEL AHMED AL-QEERSHI, A17KE4023

LAM QIAO YING, A18KM0116

Technical, Equipment & Secretary Unit:

ALAA FAISAL ALI ALFAHAD, A17KE4022

CHUAH YUN HUANG, A18KM0073

Transportation, Food, Token Appreciation & Certificate Unit

ABDUR RAHMAN, A18KA0173

NUR SYAZWANI BINTI ASYMAL, A18CS0203

TENTATIVE PROGRAM

Location : Perpustakaan Raja Zarith Sofia, Universiti Teknologi Malaysia

Number of Students and Teachers: 40

PROGRAM DATE: 6th April 2019

TIME	ACTIVITIES
8.00 am – 8.15 am	Registration & briefing about the program
8.15 am – 10.15 am	Introduction to Sony Vegas & storyboarding planning for storytelling / video arrangement
10.15 am – 10.30 am	Break
10.30 am – 12.30 pm	Video recording & video recording activities as well as the basis of video editing.
12.30 pm – 1.30 pm	Break
1.30pm – 3.30 pm	Video and audio editing and video production based on storyboards
3.30 pm – 4.30 pm	Producing video montages by students in groups
4.30 pm – 5.00 pm	Montage video from students.
5.00 pm – 6.00 pm	Prize giving ceremony

PROGRAM DATE: 9th April 2019

TIME	ACTIVITIES
8.00 am - 9.00 am	-Management of equipment and accessories for 'Installation Internet network' - Student registration

	- Breakfast
9.00 am - 12 pm	- Cable installation - Installation of scraping & casings - Installation of wallplate Configure Network Router and Hotspot
12 pm - 1.00 pm	Lunch Time
1.00 pm - 4.45 pm	-Connection for *Setting up* network and setup for end of cabling. -Router configuration and Router configuration Hotspot end part -Packaging management equipment & accessories project -Deliver equipment to UTM vehicles
4.45 pm - 5.15 pm	Tea Time
5.15 - 6.00 pm	Closing Ceremony ● Souvenir to principal ● Gift ceremony
PROGRAM DATE: 19th April 2019	
1.00 pm - 2.00 pm	Student Registration Lunch Time
2.00 pm - 4.00 pm	- Briefing and tutorials on computer network concepts - Performs cable configuration practical for RJ45 and wallplate - Introduction to network infrastructure internet
4.00 pm - 4.30 pm	Tea Time
4.30 pm - 6.00 pm	● Divide work in a group ● Project measurement & network design (internet) ● Management of equipment as well as accessories for Internet Network Installation

BUDGET EXPENDITURE

NO.	Items	Price per Item (RM)	Amount	Total (RM)
1.	Publisiti: · Banner 4ft x 10 ft	40.00	1	40.00
			Total	40.00
2.	Transportation: · GRAB CAR Site visit (5 /3/19) Site visit (19/3/19)	 24.00/trip 24.00/trip	 4 4	 96.00 96.00
			Total	192.00
3.	Food and Beverages · SITE VISIT 1 (6/3/19) Tea break · SITE VISIT 2 (19/3/19) Tea break · FIRST DAY (6/4/19) Breakfast (UTM students) Lunch Breakfast (school students) Tea break · SECOND DAY (9/4/19) Breakfast Lunch Tea break Breakfast (school students) · MINERAL WATER 500ml · COMPETITION DAY (19/4/19) Breakfast (UTM Students and Lecturers) Breakfast (school students)	 4.00 4.00 4.00 6.00 4.00 4.00 6.00 4.00 6.00 20.00/box 4.00 6.00	 5 people 5 people 17 people 17 people 40 people 17 people 17 people 17 people 40 people 17 people 40 people	 20.00 20.00 68.00 102.00 160.00 68.00 102.00 68.00 240.00 68.00 240.00

				Total	1156.00
4.	Gifts and souvenirs · PARTICIPANT (1ST, 2ND, 3RD) ·	30.00	3 sets		90.00
				Total	90.00
5.	· Cabling Setup (Refer to Appendix D)				1037.00
				Total	1037.00
				Total for all Expenses	2515.00

CABLING ESTIMATION EXPENDITURE

BIL	Perkara	SMK SETA
1.	UTP CAT5e cable 1	350.00 x 1 = 350.00
2.	Wallplate	15.00 x 3 = 45.00
3.	RJ45 connector plug	1.50 x 10 = 15.00
4.	Pipe casing for Cable Round (1 inch)	3.00 x 4 =12.00
5.	Wall Clip	1.00 x 5 = 5.00
6..	Rectangular casing for cable (1.5 inch)	4.50 x 15 = 67.50
7..	Hotspot Router	285.00
8..	Double sided tape for wall	15.00
9.	Electric Socket	5.00 x 2 = 10.00
10.	Electric Plug	5.00 x 2 = 10.00
11.	Electric Wire	2.00 x 10 =20.00
14.	Label sticker sheet	2.50
15.	Rent Network tool Skit	1 x 200.00 = 200.00
	JUMLAH	1037.00