

**PEJABAT PENGAJIAN PRASISWAZAH**  
*Office of Undergraduate Studies*



**UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA

**19 NOVEMBER 2019 (TUESDAY)**

# **EPORTFOLIO CHAMPION & VIDEO CV COMPETITION**

## **- "Towards UTM Life-Ready Graduate"**

**- BRIEFING & WORKSHOP -**

**MR. MOHD RASHID BIN ABD RAHUP**  
*Assistant Registrar (Academic Development)*

[www.utm.my](http://www.utm.my)

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**SCAN ME**

 **UTM**  
UNIVERSITI TEKNOLOGI MALAYSIA

Organized by:  
**OFFICE OF UNDERGRADUATE STUDIES**

**E-PORTFOLIO  
CHAMPION**



"Towards  
**UTM**  
LIFE-READY  
GRADUATE"

"Be the  
INDUSTRY'S  
**TOP**  
CHOICE"



**VIDEO CV  
COMPETITION**

**2019**

<https://eportfolio.utm.my/user/utmileague/eportfolio-champion-video-cv-competition-2019>



3 <sup>rd</sup> Year	Final Year
<u><b>e-Portfolio Champion</b></u> Champion : <b>RM 300 Cash &amp; Cetificate</b> 2 <sup>nd</sup> Place : <b>RM 200 Cash &amp; Cetificate</b> 3 <sup>rd</sup> Place : <b>RM 100 Cash &amp; Cetificate</b>	<u><b>e-Portfolio Champion</b></u> Champion : <b>RM 300 Cash &amp; Cetificate</b> 2 <sup>nd</sup> Place : <b>RM 200 Cash &amp; Cetificate</b> 3 <sup>rd</sup> Place : <b>RM 100 Cash &amp; Cetificate</b>
<u><b>Video CV Competition</b></u> Champion : <b>RM 300 Cash &amp; Cetificate</b> 2 <sup>nd</sup> Place : <b>RM 200 Cash &amp; Cetificate</b> 3 <sup>rd</sup> Place : <b>RM 100 Cash &amp; Cetificate</b>	<u><b>Video CV Competition</b></u> Champion : <b>RM 300 Cash &amp; Cetificate</b> 2 <sup>nd</sup> Place : <b>RM 200 Cash &amp; Cetificate</b> 3 <sup>rd</sup> Place : <b>RM 100 Cash &amp; Cetificate</b>

\* Participation Certificate to all Contestants

## EPORTFOLIO CHAMPION



**6** compulsory elements required in ePortfolio

- i. Profile Picture
- ii. Resume
- iii. **1** Video CV
- iv. **3** Reflection of Academic Assignments
- v. **3** Reflection of Extra-Curricular Activities
- vi. Reflection of Internship (Final Year Students)



## Profile



### 1 Profile Picture

2 Resume

3 Video CV



## Profile

- 1 Profile Picture
- 2 Resume**
- 3 Video CV

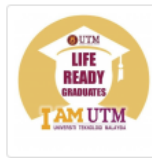


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## Profile i

About me Contact information Social media General

*Fields marked by \* are required.*



Please go to your Profile page to arrange the information you wish to display to other users.

Enter your real first and last name here. If you want to show a different name to people in the system, put that name in as your display name.

## Résumé

Introduction Education and employment Achievements Goals and skills Interests

## ★ Introduction | Résumé i



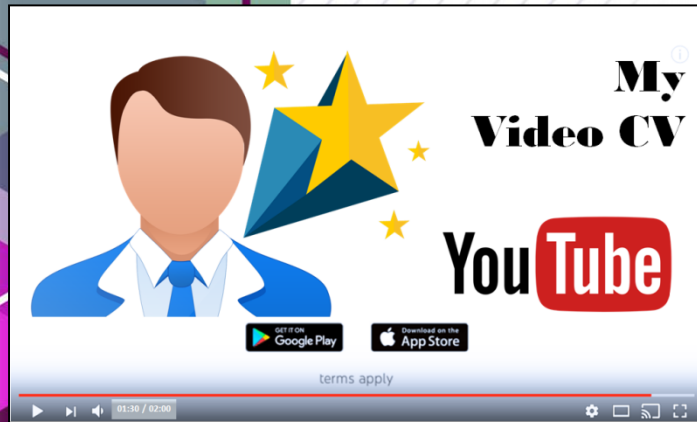
## Profile



1 Profile Picture

2 Resume

3 **Video CV**

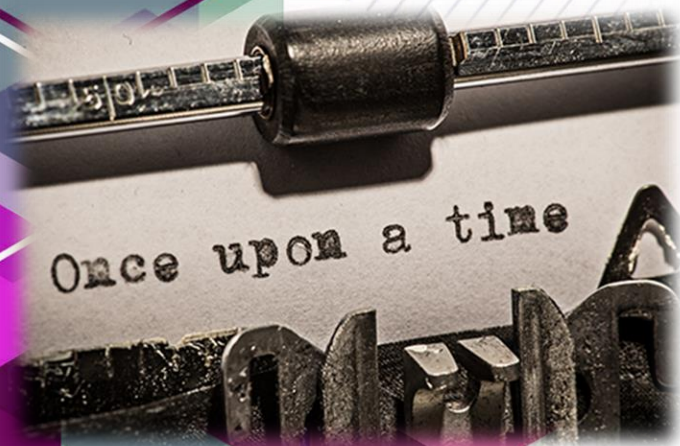




## Reflections



- |   |                             |
|---|-----------------------------|
| 4 | Academic Assignments        |
| 5 | Extra-Curricular Activities |
| 6 | Internship Experience       |



## Reflections

Element :

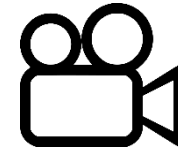
⇒ Mini Report

⇒ Reflection

⇒ Photos / Videos



# VIDEO CV COMPETITION



**2  
MINUTE  
duration**

**You Tube**

**E  
PORTFOLIO**

# VIDEO CV COMPETITION



Tips for Creating a Video Resume

## Be professional:

Dress as you would for an interview, and maintain a professional demeanor. Avoid slang and, of course, cursing. Pay attention, too, to the background of shots, and make sure it looks tidy. Also make sure there are no distracting noises in the background.

## Prepare a script:

**Don't Just Read Out Your Resume**

Don't ad lib your video completely. You want to seem natural and off-the-cuff, but should have a sense of what you want to say, and how you want to phrase it. Do not read directly from a script, or from your resume, since that leads to a dull video. The main points to express in the video are what you'll provide the company, and your major goals, skills, and accomplishments. Think of the video as being a pitch for why the company should hire you.

# VIDEO CV COMPETITION



Tips for Creating a Video Resume

## Know your audience:

As you plan your script and filming location, consider who will watch the video, and calibrate accordingly. A video prepared for a position at a bank might differ from a video prepared for a start-up.

## Show, don't tell:

Don't Be Afraid to Be Creative

Use visuals to illustrate what you're saying in the video script and showcase your talents and skills. For instance, if you're applying for a job where presentations are a major part of the role, you can film yourself assembling a PowerPoint. Or, if any of your presentations were recorded, use that footage in your video resume.

Make Sure It's Appropriate. Don't just create a **video resume** because you can, create one because it's relevant to the job you want to do



# VIDEO CV COMPETITION



Tips for Creating a Video Resume

## Keep it brief:

Videos should be between 30 to 90 seconds. Anything longer than that is unlikely to be watched.

## Share with friends and family:

Getting feedback from others is an important step. Ask a few people to watch your video, and make edits and changes based on their comments.

**Make Sure It Passes the Share Test**



## COMPETITION TIME FRAME



**12 December 2019  
(Thursday)**  
# Submission Due  
# before 1:00 PM



**23 December 2019  
(Tuesday)**  
# Result  
Announcement



# UTM

**PEJABAT PENGAJIAN PRASISWAZAH**  
*Office of Undergraduate Studies*

# ePortfolio



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<https://eportfolio.utm.my>

## **KLINIK** **ePORTFOLIO** ePORTFOLIO CLINIC

**Sekretariat:**

**PEJABAT PENGAJIAN PRASISWAZAH**  
*Office of Undergraduate Studies*

✉ [prasiswazah@utm.my](mailto:prasiswazah@utm.my)



**Technical Support:**

**CICT**

<http://aduan.cict.utm.my> | [aduit@utm.my](mailto:aduit@utm.my)

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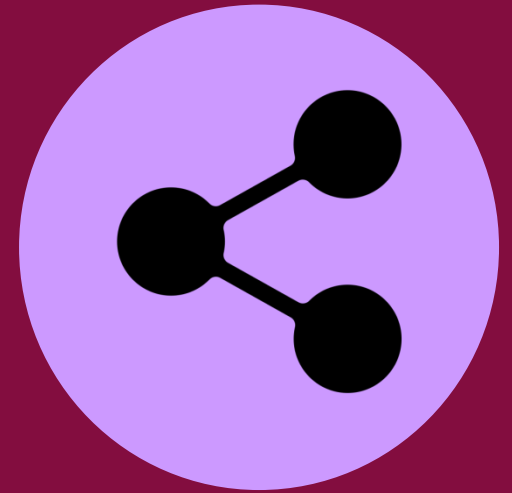
<https://eportfolio.utm.my>



**Create & Collect**



**Organise Pages**



**Share URL**



# Create & Collect

Profile		Reflections		EXTRA	
1	Profile Picture	4	Final Year Project	+	Assignment
2	Resume	5	Internship Experience	+	SULAM
3	Video CV	6	Courses	+	Photo Gallery
		7	ExCEL	+	Hobbies
				+	Philosophy
				+	Quotes

# 1

## Completed Elements for Graduate e-Portfolio

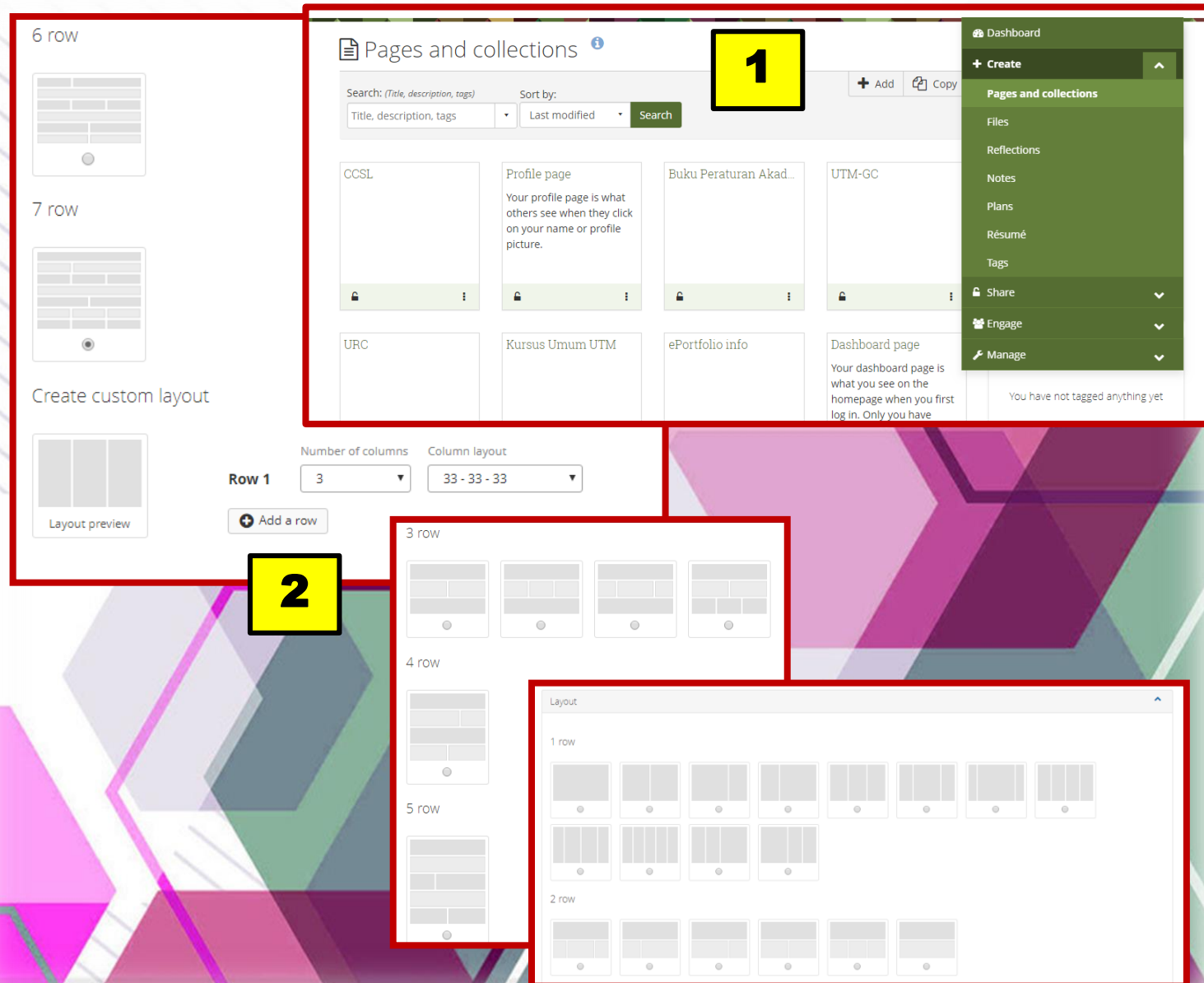




# Organise Pages

\*\*\* lets creative!

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The screenshot displays the 'Pages and collections' interface. A red box highlights the top section, including the 'Pages and collections' title, search bar, and a sidebar menu. A yellow box with the number '1' is placed over the sidebar menu. The sidebar menu includes options like 'Dashboard', 'Create', 'Pages and collections', 'Files', 'Reflections', 'Notes', 'Plans', 'Résumé', 'Tags', 'Share', 'Engage', and 'Manage'. Below the sidebar, there are several page thumbnails with titles like 'CCSL', 'Profile page', 'Buku Peraturan Akad...', 'UTM-GC', 'URC', 'Kursus Umum UTM', 'ePortfolio info', and 'Dashboard page'. A red box highlights the bottom section, showing layout options for 'Row 1' with '3' columns and a 'Layout preview' section. A yellow box with the number '2' is placed over the 'Layout preview' section. The layout preview shows a grid of 3 rows and 3 columns, with a 'Layout' window open showing a detailed view of the grid structure.





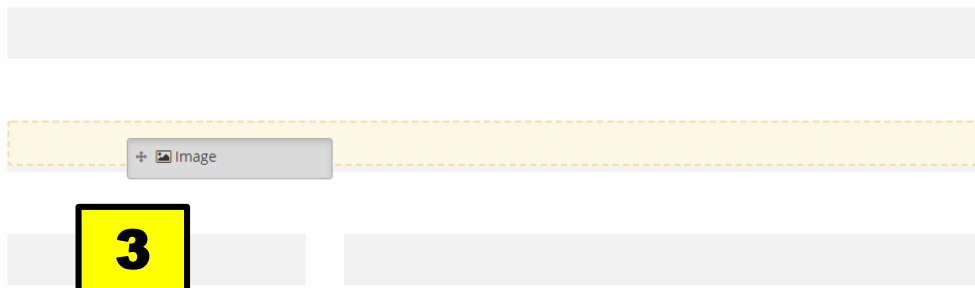
# Organise Pages

Display page 

Settings Edit Share

This area shows a preview of what your page looks like. Changes are saved automatically.  
 Drag blocks onto the page to add them. You can then also drag them around the page to change their position.


+ Text  
 + Image  
 Media  
 Reflections  
 General  
 Personal info  
 External  
 Block help



**3**

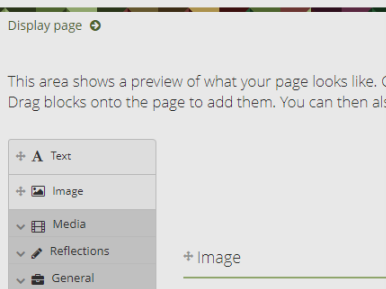
Theme  
 Use institution the ▾

MyPortfolio@UTM

Display page 

This area shows a preview of what your page looks like. Changes are saved automatically.  
 Drag blocks onto the page to add them. You can then also drag them around the page to change their position.

+ Text  
 + Image  
 Media  
 Reflections  
 General  
 Personal info  
 External  
 Block help



**4**

Theme  
 Use institution the ▾

Image: Configure

Block title: image

Image

No files found

My files Group files Institution files Site files

Upload file

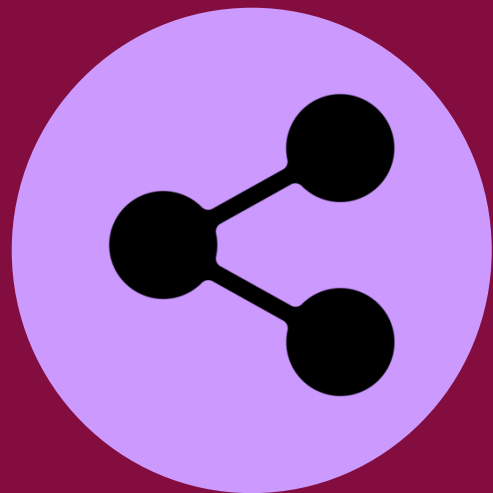
File

Choose Files No file chosen  
 (Maximum upload size 50MB)

Home

NAME	DESCRIPTION	SIZE
Documents		
images	Image files	
16142273_1347790131932116_9093697536375510525_n.jpg		29.2K


<https://eportfolio.utm.my/user/utmileague>



# Share URL

**\*\*\* set it as "Public" to access**

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 Shared by me ?

Pages

PAGE TITLE	ACCESS LIST	EDIT ACCESS	SECRET URLS
Buku Peraturan Akademik (Bahasa Melayu)	Public		
CCSL	Public		
ePortfolio info	Public		
Kursus Umum UTM	Public		
Profile page	elearning.utm.my, Public, Registered users		
Untitled v.2			
URC	Public		
UTM-GC	Public		

Dashboard

+ Create

Share

Shared by me

Shared with me

Engage

Manage

Show all online users

Links and resources

Short Course of the ePortfolio System

Share the ePortfolio Page

Change profile URL

Profile URL

<https://eportfolio.utm.my/user/utmileague>

A personalised URL for your profile page. This field must be 3-30 characters long. Only lowercase letters from a-z, numbers and - are allowed.

General account options

Friends control

☐ Nobody may add me as a friend
 ☒ New friends require my authorisation
 ☐ New friends are automatically authorised

UTM iLEAGUE

Profile

Profile pictures

Settings

Preferences

Legal

Notifications

Apps

Logout



Profile	
1	Profile Picture
2	Resume
3	Video CV

Reflections	
4	Final Year Project
5	Internship Experience
6	Courses
7	ExCEL

EXTRA	
-------	--

\* make sure it all  
**COMPLETED & VERIFIED**  
 before you are  
 graduate.

\* submit to your  
**ACADEMIC ADVISOR.**



**COMPLETED**



**CREATIVE**



**CORPORATE**

**ePortfolio Champion**





**BRIEFING  
&  
WORKSHOP  
slides**

<https://eportfolio.utm.my/user/utmileague/eportfolio-champion-video-cv-competition-2019>



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# Thank You

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