

**SISTEM MAKLUMAT
PENGAJIAN SISWAZAH
POSTGRADUATE INFORMATION SYSTEM**

Universiti Teknikal Malaysia Melaka



**MANUAL PENGGUNA
USER MANUAL**

**SISTEM e-TAP
e-TAP SYSTEM**

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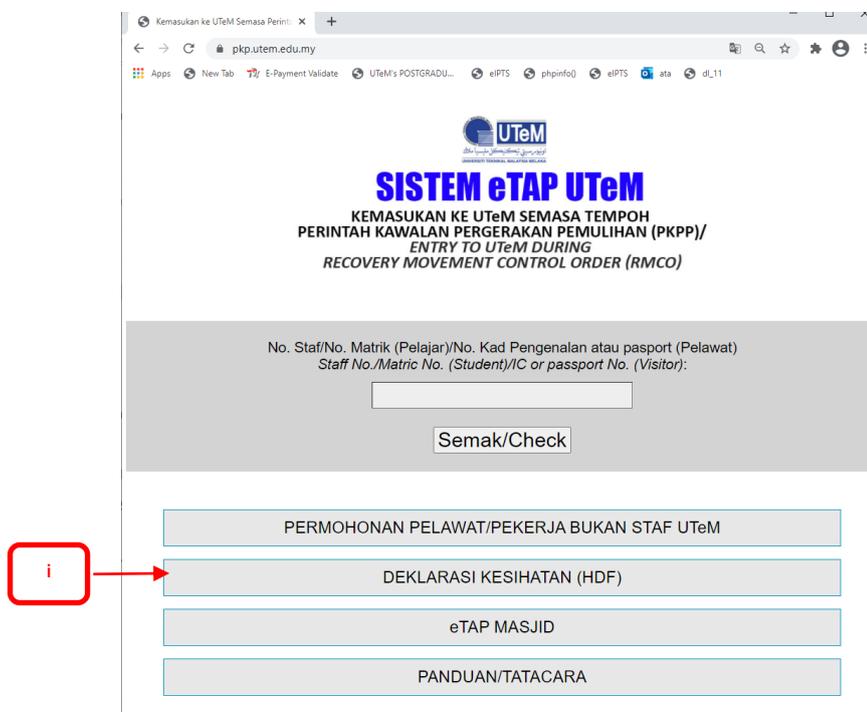
1.0 SISTEM e-TAP e-TAP SYSTEM

1.1 Pendaftaran Pelajar Baharu Secara Fizikal *Registration New Graduate Student Physically*

Kumpulan Pengguna: Pelajar Baharu
User Group : New Postgraduate Student

Sub Modul ini digunakan untuk membuat Deklarasi Kesihatan dan juga Semakan untuk masuk ke UTeM secara fizikal oleh Pelajar Baharu

This Sub Module is use to do the Health Declaration as well to check approval for entering UTeM physically by new postgraduate student.



Skrin 1.1.i: Sistem e-TAP
Screen 1.1.i: e-TAP System

- i. Klik Tab 'Deklarasi Kesihatan'.
Click 'HDF' Tab

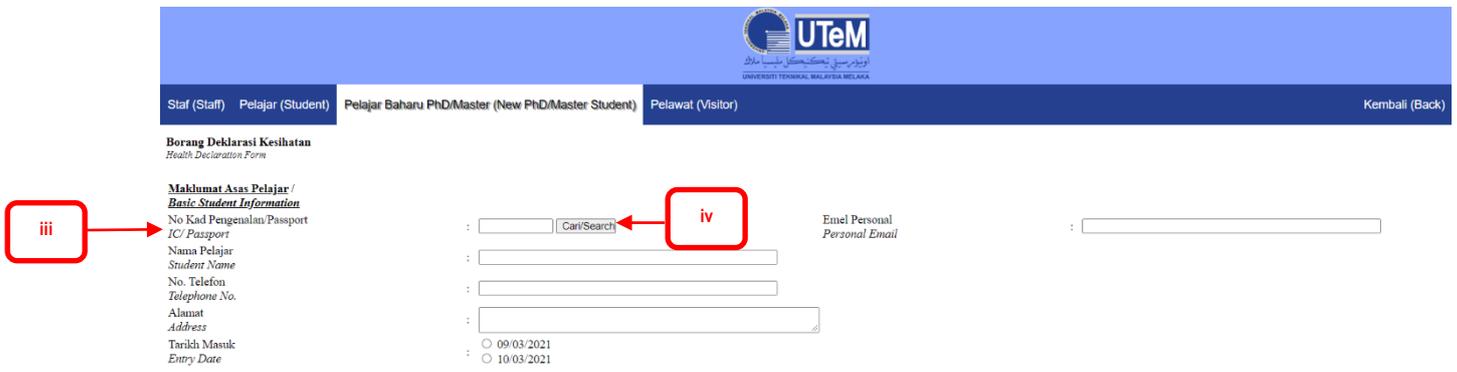
- ii. Klik pada 
Click at 



Skrin 1.1.ii: Tab Pelajar Baharu PhD/Master
Screen 1.1.ii: New Student PhD/Master Tab

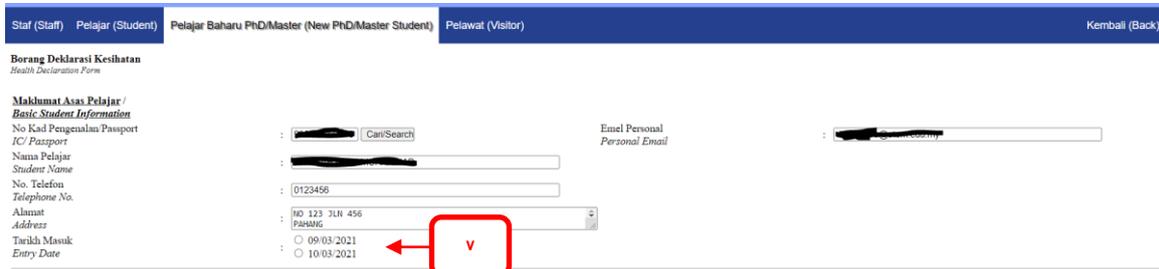
- iii. Masukkan No Kad Pengenalan/Passport
Key In IC No./Passport No.

- iv. Tekan Butang 
Press  **Button**



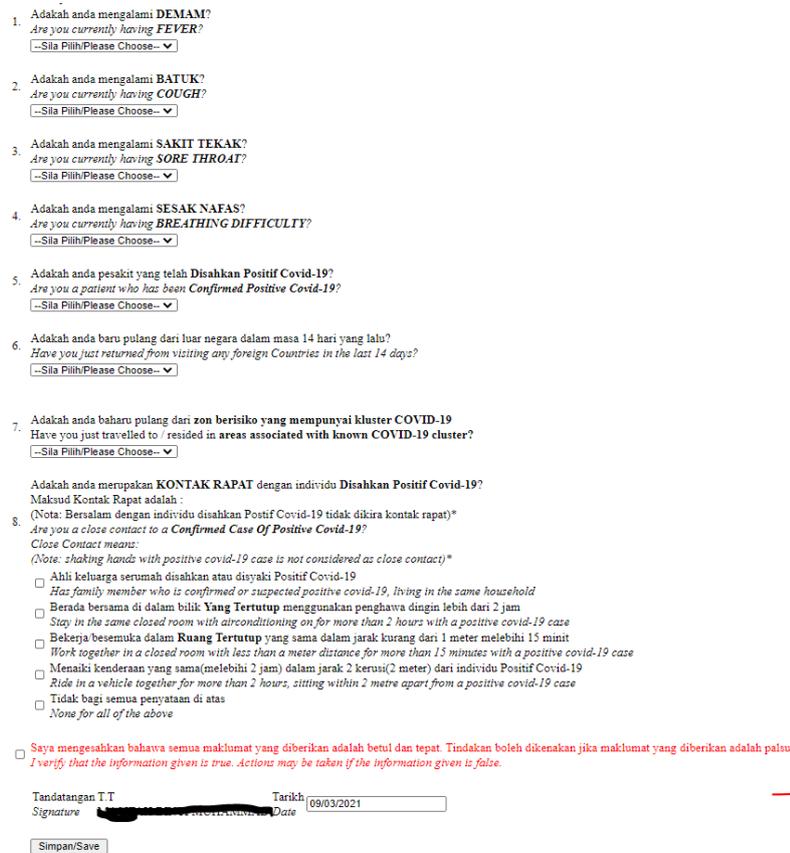
Skrin 1.1.iii: Borang Deklarasi Kesihatan
Screen 1.1.ii: Health Declaration Form

- v. Masukkan Tarikh Masuk
Key in Entry Date



Skrin 1.1.iv: Borang Deklarasi Kesihatan
Screen 1.1.iv: Health Declaration Form

- vi. Lakukan Pilihan Jawapan untuk Soalan 1 hingga 8 dan Pengakuan
Please select answer for Question 1 to 8 and declaration



1. Adakah anda mengalami **DEMAM**?
*Are you currently having **FEVER**?*
--Sila Pilih/Please Choose--

2. Adakah anda mengalami **BATUK**?
*Are you currently having **COUGH**?*
--Sila Pilih/Please Choose--

3. Adakah anda mengalami **SAKIT TEKAK**?
*Are you currently having **SORE THROAT**?*
--Sila Pilih/Please Choose--

4. Adakah anda mengalami **SESAK NAFAS**?
*Are you currently having **BREATHING DIFFICULTY**?*
--Sila Pilih/Please Choose--

5. Adakah anda pesakit yang telah Disahkan Positif Covid-19?
*Are you a patient who has been **Confirmed Positive Covid-19**?*
--Sila Pilih/Please Choose--

6. Adakah anda baru pulang dari luar negara dalam masa 14 hari yang lalu?
Have you just returned from visiting any foreign Countries in the last 14 days?
--Sila Pilih/Please Choose--

7. Adakah anda baharu pulang dari zon berisiko yang mempunyai kluster COVID-19?
Have you just travelled to / resided in areas associated with known COVID-19 cluster?
--Sila Pilih/Please Choose--

Adakah anda merupakan **KONTAK RAPAT** dengan individu **Disahkan Positif Covid-19**?
Maksud **Kontak Rapat** adalah :
(Nota: Bersalam dengan individu disahkan Positif Covid-19 tidak dikira kontak rapat)*
8. *Are you a close contact to a **Confirmed Case Of Positive Covid-19**?*
Close Contact means:
*(Note: shaking hands with positive covid-19 case is not considered as close contact)**

Ahli keluarga serumah disahkan atau disyaki Positif Covid-19
Has family member who is confirmed or suspected positive covid-19, living in the same household

Berada bersama di dalam bilik. **Yang Tertutup** menggunakan penghawa dingin lebih dari 2 jam
Stay in the same closed room with airconditioning on for more than 2 hours with a positive covid-19 case

Bekerja/besemuka dalam **Ruang Tertutup** yang sama dalam jarak kurang dari 1 meter melebihi 15 minit
Work together in a closed room with less than a meter distance for more than 15 minutes with a positive covid-19 case

Menaiki kenderaan yang sama (melebihi 2 jam) dalam jarak 2 kerusi (2 meter) dari individu Positif Covid-19
Ride in a vehicle together for more than 2 hours, sitting within 2 metre apart from a positive covid-19 case

Tidak bagi semua pernyataan di atas
None for all of the above

Saya mengesahkan bahawa semua maklumat yang diberikan adalah betul dan tepat. Tindakan boleh dikenakan jika maklumat yang diberikan adalah palsu.
I verify that the information given is true. Actions may be taken if the information given is false.

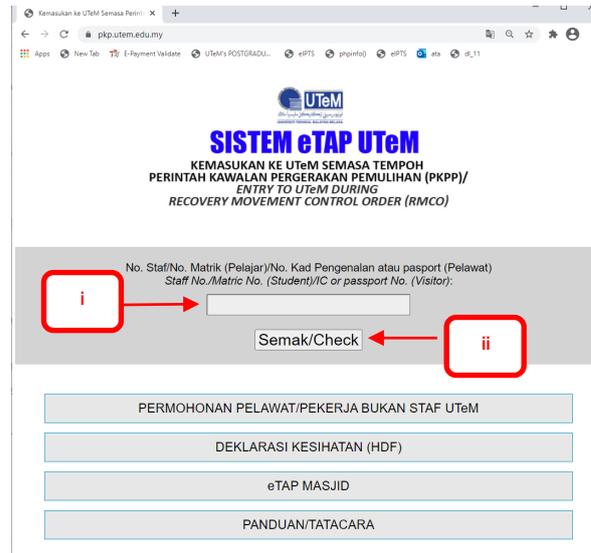
Tandatangan T.T. _____ Tarikh: 09/03/2021
Signature _____ Date

Skrin 1.1.iv: Borang Deklarasi Kesihatan
Screen 1.1.iv: Health Declaration Form

- vii. Tekan **Butang**
Press **Button**

1.2 Semakan Checking

- i. Masukkan **No Kad Pengenalan/Pasport**
Key In IC No/Passport No.
- ii. Tekan **Butang Semak/Check**
Press **Semak/Check Button**



Skrin 1.2.i: Sistem e-TAP
Screen 1.2.i: e-TAP System

- iii. Paparan **Status Hijau** sahaja dibenarkan masuk UTeM pada tarikh semasa
Only Green Status allowed entering UTeM at current date



Skrin 1.2.ii: Status e-TAP
Screen 1.2.ii: e-TAP Status

- iv. No untuk dihubungi **PPS** : +606-270 2791/2797/2794
Please call PPS : +606-270 2791/2797/2794