UNIVERSITI TEKNIKAL MALAYSIA MELAKA

FAKULTI TEKNOLOGI DAN KEJURUTERAAN ELEKTRONIK DAN KOMPUTER

PSM 1 GENERAL CONDUCT EVALUATION FORM (SUPERVISOR)

NAME OF STUDENT			
STUDENT MATRIX NO		ACADEMIC SESSION	
DEPARTMENT / COURSE			
TITLE OF PROJECT			
NAME OF SUPERVISOR			

GENERAL CONDUCT (LO5, PO10, A5)

LO5 : Propose and manage project using appropriate ideas and resources. PO10 : Apply knowledge and understanding of engineering management principles and economic decision-making to one's own work, as a member and leader in a team, and to manage projects in multidisciplinary environments.	MARK
Project Planning and Organization (A5, Weightage: 1.00)	
Consistently demonstrates excellent planning, organization, and time management, completing project activities independently and within deadlines.	4
Demonstrates good planning and organization, completing most project activities on schedule with minimal supervision.	3
Demonstrates adequate planning and organization but occasionally requires guidance to meet project deadlines.	2
Demonstrates weak planning and organization, frequently missing deadlines and requiring continuous supervision.	1
Fails to demonstrate planning or organization, resulting in incomplete project activities and unmet deadlines.	0
Resource and Cost Management (A5, Weightage: 0.50)	
Consistently manages resources and project costs efficiently, independently making economical decisions while minimizing waste.	4
Demonstrates responsible resource and cost management, making appropriate economic decisions with minimal guidance.	3
Demonstrates adequate resource and cost management but occasionally requires guidance to improve efficiency.	2
Demonstrates inefficient resource utilization and weak cost management, frequently requiring supervision.	1
Fails to manage project resources and costs responsibly, resulting in significant waste or misuse.	0

Initiative and Decision-Making (A5, Weightage: 0.50)	
Consistently demonstrates proactive initiative, independently makes well-justified decisions, and takes full responsibility for project outcomes.	4
Demonstrates initiative and makes appropriate decisions independently, with occasional guidance when facing challenges.	3
Demonstrates reasonable initiative but requires some guidance when making project-related decisions.	2
Rarely demonstrates initiative and frequently depends on the supervisor to make decisions or resolve problems.	1
Demonstrates no initiative, avoids decision-making, and fails to take responsibility for project activities.	0
Leadership (A5, Weightage: 0.50)	
Consistently demonstrates exemplary professionalism, proactive leadership and fulfilling responsibilities independently.	4
Demonstrates professional conduct, and responsible leadership with minimal supervision.	3
Demonstrates acceptable professionalism but occasionally requires guidance in leadership responsibilities.	2
Demonstrates weak accountability, and frequently require intervention.	1
Fails to demonstrate professional conduct, or accountability in project-related interactions.	0
TOTAL	

COMMENTS			
APPROVED BY SUPERVISOR (Signature & Official Stamp)		**DATE**	