

POSTGRADUATE PRESENTATION IN MONTHLY MATHEMATICAL COLLOQUIUM (MMC)

Research & Postgraduate Study Unit
Centre for Mathematical Sciences

1. STUDENT

- Student e-mail to Coordinator, Dr Chuan Zun Liang at chuanzl@ump.edu.my and cc to CSM admin at nuramalina@ump.edu.my, nizamsemail@ump.edu.my, supervisor and Deputy Dean of Research and Postgraduate Study at norhayati@ump.edu.my the following information **AT LEAST TWO WEEKS** before the colloquium is held:
 1. Research Title.
 2. Abstract of the presentation.
 3. Student Photo.

3. SUPERVISOR

- Supervisor fill in the form and nominate at least two (2) names as panel evaluators.
- E-mail the form to the Coordinator, Dr Chuan Zun Liang at chuanzl@ump.edu.my and cc to CSM admin at nuramalina@ump.edu.my, nizamsemail@ump.edu.my, Deputy Dean of Research and Postgraduate Study at norhayati@ump.edu.my.

5. FACULTY

Keep the record.
Key-in the marks in IPS Online V2.

2. COORDINATOR

Coordinator e-mail a form to be completed by the main supervisor.

4. COORDINATOR

- Coordinator makes an appointment in the E-comm system to all the academicians and postgraduate students in the CMS.
- E-mail an appointment letter and IPS evaluation form to the appointed panel.
- E-mail faculty members (academicians and postgraduate students) the poster (student photo & abstract).
- Chair the session, record the attendance and key in the CPD point.
- E-mail the complete evaluation form to CSM admin at nuramalina@ump.edu.my, nizamsemail@ump.edu.my and cc to the Deputy Dean (Research & Postgraduate Studies) at norhayati@ump.edu.my.

