

# MyATP Glossary

<b>TEACHING &amp; LEARNING</b>		
<b>Activity/Menu</b>	<b>Description</b>	<b>Note</b>
Ph.D. / Master	Equivalence of lecture hours include the number of hours per semester and not per week for course code in Ph.D. / Master program	<p>Example: 3 hours per week lecture X 14 weeks will make 42 weeks per semester. Therefore, 42 hours are included in the screen.</p> <p>For T&amp;L which does not have a course code such as clinical should select Others in Course Code field option</p> <p>For T&amp;L which has received approval to be replaced with a special project should select Others in Course Code field option (must attach approval letter) as a replacement for the schedule</p>
Degree / Professional	Equivalence of lecture hours include the number of hours per semester and not per week for course code in Degree / Professional program	
Diploma/ Others	Equivalence of lecture hours include the number of hours per semester and not per week for course code in Diploma / Others program	

<b>RESEARCH &amp; PUBLICATION</b>		
<b>Activity/Menu</b>	<b>Description</b>	<b>Note</b>
Research & Academic & Publication	Publication information that is only approved/published at the National / International level extracted from PRISMA	<p>For your information, for the display of publication information, MyATP will only read</p> <p>1) Publication level : International dan National only</p> <p>2) Status : Registered, Published dan Pending</p>
ODL Content Development	Any form of ODL developed contents for 20202 and 20204 sessions only	Refer to Academic Circular No.17/2020
Conference		This category will only be considered for promotion purpose and does not counted in ATP equivalence hours

## CONSULTATION & EXPERTISE

Activity/Menu	Description	Note
Consultation	All forms of consultation activities must be registered with RMC UiTM	<a href="https://daisy.uitm.edu.my/icon/sys-home.php">https://daisy.uitm.edu.my/icon/sys-home.php</a>
Examiner / Judges (Outside UiTM)	Examiner: Recognition / expertise received from outside UiTM to assess program / course Judges: Invitation / appointment from outside UiTM as evaluator / jury / judge for competition / innovation / grant / fund / scholarship	
Policy Maker: Act, Standard, Guideline, Procedure	Appointment to write or design a policy / guideline / procedure / circular received from university / professional body / government agency	
Workshop: Speaker / Facilitator / Academic Training	Appointed as facilitator/speaker from university / professional body/government agency based on the date and duration of an activity/program	
Examiner: Ph.D. & Masters	Invitation / appointment from inside or outside UiTM as examiner for PhD thesis / Masters dissertation	
Examiner: Diploma & Bachelor	Invitation / appointment from inside or outside UiTM as assessor/examiner of Diploma, Bachelor, & Professional course work/project	
Outbound Scholar Zamalah (Outside UiTM)	Outbound scholar academic staff appointed by outside universities or leading agencies for a specified period based on the expertise of officers to provide expert services or professional training for the appointing agency. Financing by the appointing party can be full or partial financing.  Zamalah is financing or gifts given by non-scholarship organization according to certain conditions to academic staff on full/part-time study leave.	L
Reviewer :	Appointed as reviewer of	

Journal Article / Working Paper / Technical / Scientific	<p>proceedings/manuscript/ working/technical/ scientific paper</p> <p>Appointed as panel/evaluator of act / policy / guideline / procedure / circular from university / professional body / government agency</p>	
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## SERVICES & ADMINISTRATION

Activity/Menu	Description	Note
Academic Administration	Appointment received from the university to assist in academic administration/student development	<p>Fellow / coordinator</p> <p>Fellow appointed who changed PTJ need to choose the position of Coordinator of Centre / Unit / Institute</p> <p>Fellow appointed by the Vice Chancellor who did not change PTJ and no allowance should select the position of fellow/coordinator in Other Academic Appointment menu</p>
Committee	Appointment received from the university to conduct program/activity/event related to academic development	<p>The reference number of appointment letter should be unique/different for each appointment received</p> <p>Appointments/invitations involving student development activities are included in Student Development menu</p>
Committee (Sport/Non-Academic Activity)	Involvement in the university to conduct a program/activity/event other than academic development	For certificate of appreciation that does not have a reference number; information, name, and date of the program can be entered as letter reference
Professional Membership	Membership in professional bodies must be in a related area of expertise or for those without professional bodies membership must be with the recognized and registered association at the national or international level.	<a href="http://www.mycen.com.my/malaysia/association.html">http://www.mycen.com.my/malaysia/association.html</a>

Student Development	Involvement / activities related to students' skills / human value development	Appointments/invitations involving academic development are included in <b>Committee</b>
Community Service	Involvement / activities related to community/society service that do not involve student development	
Other Academic Appointment	Appointments received from PTJ to assist the administration	Fellow / coordinator Fellow appointed who changed PTJ should select the position of Coordinator Center / Unit / Institute on the University menu Appointment  Fellow appointed who does not change PTJ should select the position of fellow/coordinator
Clinical	Clinically related service activities especially in the fields of medicine, dentistry, and health sciences	

## INNOVATION & ENTREPRENEURIAL

Activity/Menu	Description	Note
Innovation Award	Recognition received as a result of innovation	Each award-winning and patent/copyright/ industrial design innovation  Any innovation that does not win any award should register for patent/copyright/industrial design to be included in Innovation/Patent/ Copyright menu
Innovation/ Patent/ Copyright	Patent/Copyright/Product Commercialization/Creative Work/Innovation	Every innovation with registered patent/ copyright/industrial design

## Entrepreneurial

Activity/Menu	Description	Note
Entrepreneurial: Project	Any revenue/profits from university entrepreneurship projects	

Entrepreneurial: Fundraising	Any fundraising from university entrepreneurship projects	
Teaching & Learning Innovation	Recognition received as a result of innovation in teaching & learning only	

<b>ACADEMIC AWARD</b>		
<b>Activity/Menu</b>	<b>Description</b>	<b>Note</b>
Awards	Awards received from involvement/results in academic development and excellence at the International / National / University level	For example: AAN / AKRI / AAU  This category will only be considered for promotion purpose and does not counted in ATP equivalence hours
Academic Accolades	Appreciation received from involvement/results in academic development and excellence at the International / National / University level	