

INTRODUCTION



e-Lab Access Record

1

- An **online laboratory application and access record** for Teaching & Learning and Research activities
- **Applicable to all UMT laboratories**

2

Consists of **ONE TIME REGISTRATION** (user's detail registration) and **E-LAB ACCESS RECORD** (to record daily lab access)

3

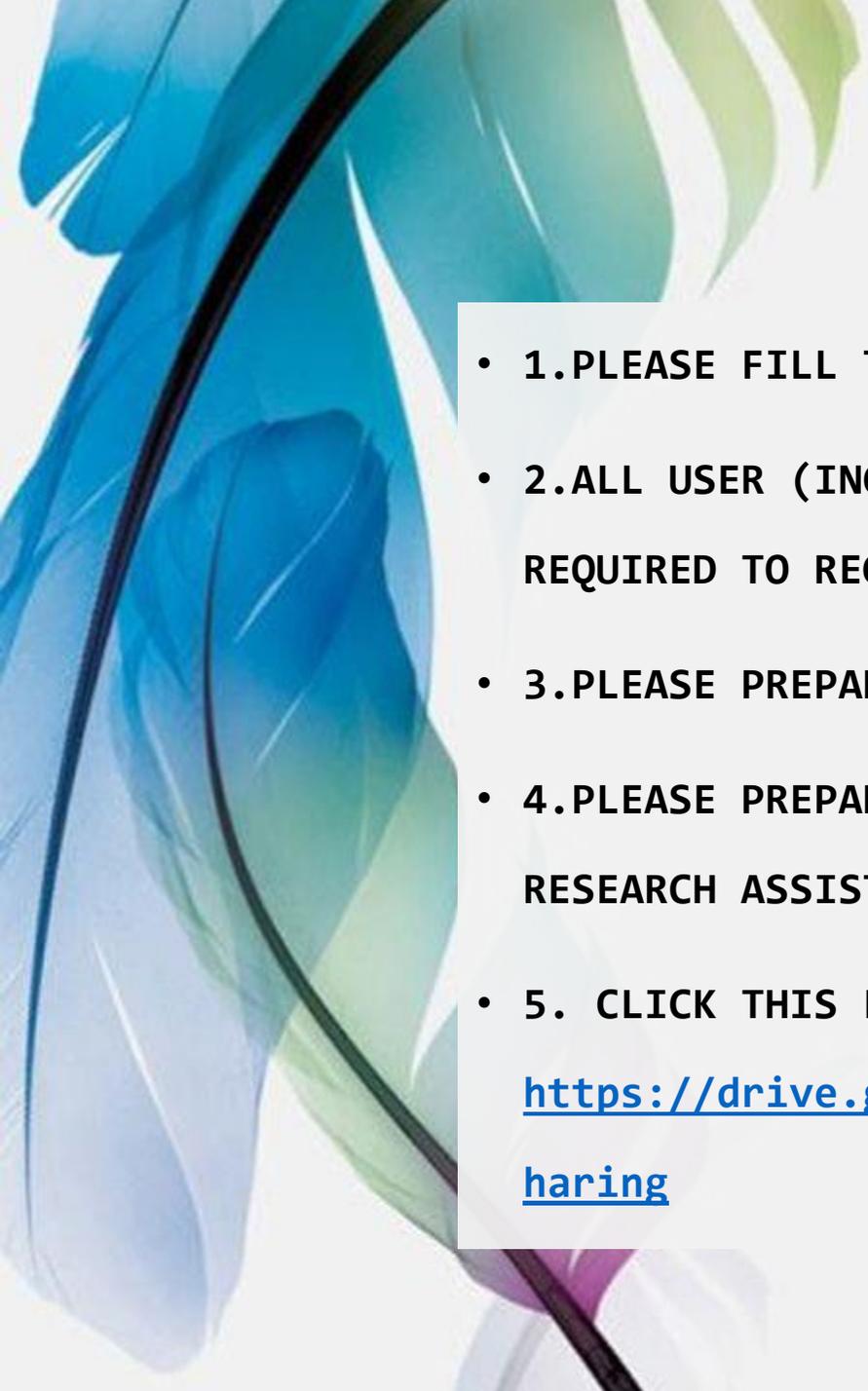
Objectives:

1. **Standardize and simplify** the lab application procedure and access record
2. **Easy recording and reliable data; quantitative online record**
3. **User friendly**



REGISTRATION STEP BY STEP GUIDELINE





ONE TIME REGISTRATION

IMPORTANT NOTES:

- 1. PLEASE FILL THIS FORM FOR EACH SEMESTER (STUDENT/GRA/RA/FYP)
- 2. ALL USER (INCLUDE LECTURER/ UMT STAFF WHO USE LAB FOR RESEARCH) ARE REQUIRED TO REGISTER BEFORE USING UMT LABORATORY FACILITIES.
- 3. PLEASE PREPARE & UPLOAD SEMESTER REGISTRATION SLIP FOR STUDENT CATEGORY.
- 4. PLEASE PREPARE & UPLOAD ACCEPTANCE OR OFFER LETTER FOR INTERNSHIP/ RESEARCH ASSISTANT (RA)/GRADUATE RESEARCH ASSISTANT (GRA)
- 5. CLICK THIS LINK FOR STEP BY STEP GUIDELINE:
<https://drive.google.com/drive/folders/1SwzHYQe70pKkHYaPF6L9sGDqIfpFT0t?usp=haring>

WHO NEEDS TO REGISTER?

APPLICANT =

1. STUDENT
2. INTERNSHIP
3. RA/GRA
4. LECTURER
5. LAB STAFF-PRACTICAL SESSION)

WHO INTENT TO USE UMT LABORATORY (LAB PRACTICAL SESSION OR RESEARCH PURPOSE)

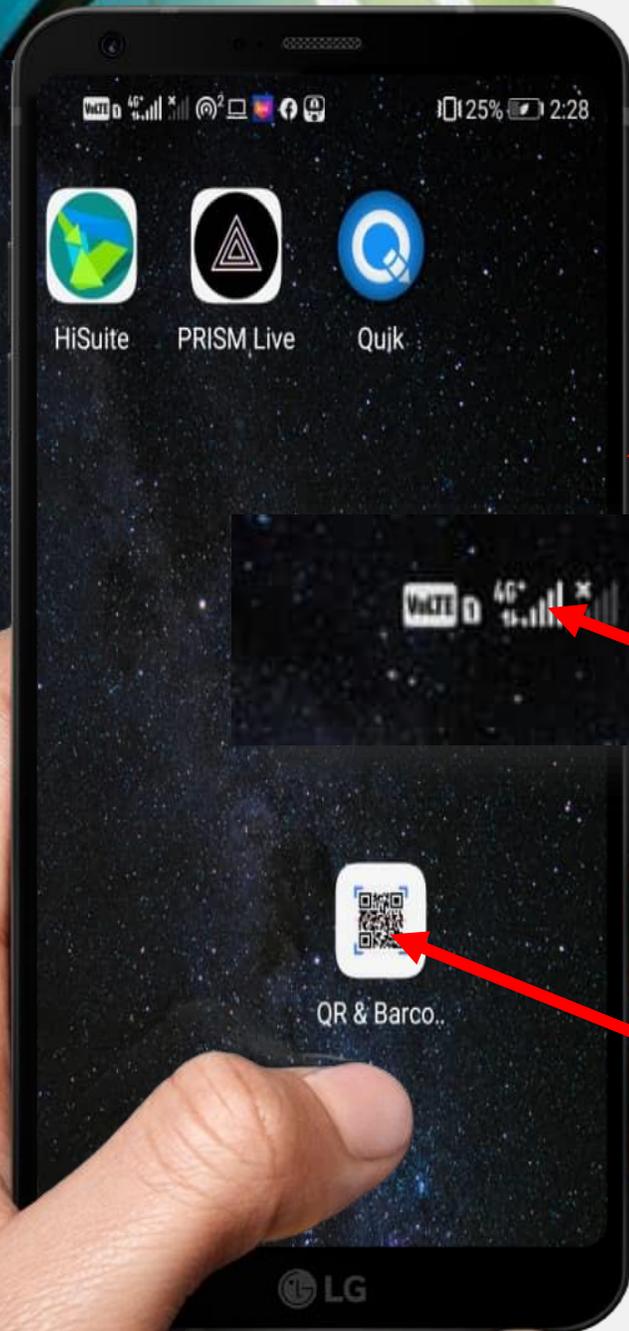


SYSTEM REQUIREMENT

1. Smartphone

2. Internet data/wifi

3. QR & Barcode Apps scanner



REGISTRATION FLOW Student & internship



SUPERVISOR: nik.hafiz@umt.edu.my

EMAIL(STUDENT SECTION):

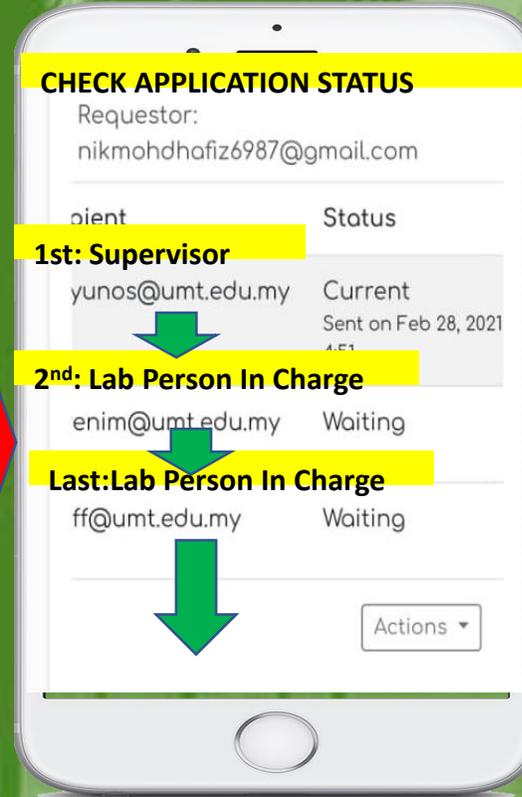
PROGRAM/COURSE: Test

FACULTY/INSTITUTE: FACULTY OF SCIENCE & MARINE SCIENCE (FSSM)

PLEASE UPLOAD YOUR LATEST/CURRENT SEMESTER REGISTRATION SLIP:

LIST OF PPPL LABORATORIES: ANIMAL CELLS CULTURE (PIC:MR NIK), PROTEOMIC (PIC:MR NIK)

Acknowledge Receipt Comment



APPLICATION

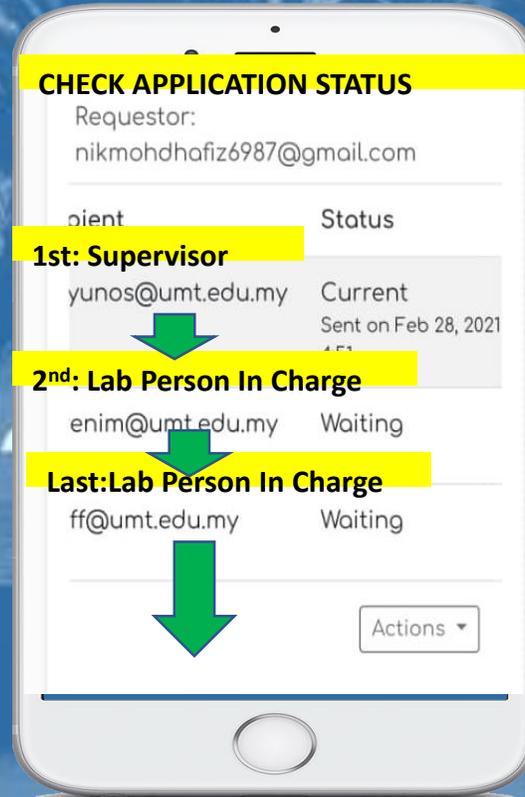
SUPERVISOR:
ACKNOWLEDGE

APPROVAL BY
LABORATORY
PERSON IN
CHARGE (PIC)

LABORATORY USAGE +
e-LAB ACCESS
RECORD SCANNING

REGISTRATION FLOW

Lab staff-practical session/ lecturer



APPLICATION

APPROVAL BY
LABORATORY PERSON
IN CHARGE (PIC)

LABORATORY USAGE +
e-LAB ACCESS
RECORD SCANNING

PPPL

**One Time
Registration**



**SCAN
ME**



(LAB REGISTRATION)



**APPLICANT (category 1):
STUDENT/ FINAL YEAR PROJECT
(FYP)/ UNDERGRADUATES/ GRA/RA**

SCAN QR ONE TIME REGISTRATION

UNIVERSITI MALAYSIA TERENGGANU
UMT OfficialUMT

ONE TIME REGISTRATION :PPPL

1. PLEASE FILL THIS FORM ONE TIME FOR EVERY SEMESTER
2. ALL USER ARE REQUIRED TO REGISTER BEFORE USING UMT LAB FACILITIES.
3. PLEASE PREPARE & UPLOAD SEMESTER REGISTRATION SLIP FOR STUDENT.
4. PLEASE PREPARE & UPLOAD ACCEPTANCE LETTER/OFFER LETTER FOR INTERNSHIP/ RESEARCH ASSISTANT (RA)/GRADUATE RESEARCH ASSISTANT (GRA)
5. CLICK THIS LINK FOR STEP BY STEP GUIDELINE:
<https://drive.google.com/drive/folders/1sWzH-YQe70pKkHYaPF6L9sGDqIfpFT0t?usp=sharing>

The name and photo associated with your Google account will be recorded

KEY IN YOUR EMAIL

Email address *

nikmohdhafiz6987@gmail.com

TICK REGISTRATION

PURPOSE *

- REGISTRATION
- ADDITIONAL LABORATORY/
CHANGE LABORATORY (SAME SEMESTER)

Page 1 of 8

Next

ONE TIME REGISTRATION :PPPL

The name and photo associated with your Google account will be recorded when you upload files and submit this form.

Not nik.hafiz@umt.edu.my? [Switch account](#)

SELECT CATEGORIES

APPLICANT CATEGORIES

STATUS *

MSc STUDENT

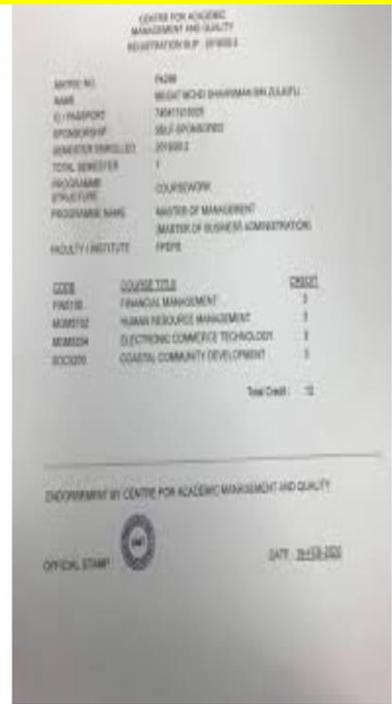
Page 2 of 8

Back

Next

LATEST/CURRENT SEMESTER
REGISTRATION SLIP *

FILL IN YOUR DETAILS & UPLOAD
YOUR REGISTRATION SLIP



TICK ALL LABORATORY YOU NEED

APPLICATION FOR PPPL
LABORATORIES

please choose your lab.

LIST OF PPPL LABORATORIES *

- ANALISIS AM (PIC:MR NIK)
- SATREPS JICA (LIMITED ACCESS) (PIC:MR NIK)
- ANIMAL CELLS CULTURE (PIC:MR NIK)
- PLANT TISSUE CULTURE (PIC:MR NIK)
- GENOMIC (PIC:MR NIK)
- TRANSCRIPTOMIC (PIC:MR NIK)
- PROTEOMIC (PIC:MR NIK)
- ANALISIS (PIC:MR NIK)

UNIVERSITI MALAYSIA TERENGGANU



CLICK SUBMIT <FINISH>

ONE TIME
REGISTRATION
:PPPL

PPPL ADMIN: YOUR LAB FACILITIES
APPLICATION HAS BEEN RECEIVED FOR
SESSION:SEMESTER 1, YEAR 2020/2021.
PLEASE WAIT FOR 5 DAYS FOR DATA TO
BE REVIEWED. THANK YOU.

[Submit another response](#)

TRACK YOUR APPLICATION> OPEN YOUR EMAIL>SEE NOTIFICATION

- NBOX
- Form Approvals** 28 Fe
Request #42 Complete
 - Form Approvals** 28 Fe
Request #42 Confirmation
 - Form Approvals** 28 Fe
Request #12 Confirmation
 - Form Approvals** 28 Fe
Request #11 Confirmation
 - Form Approvals** 28 Fe
Request #10 Confirmation
 - Form Approvals** 28 Fe
Request #9 Confirmation

CLICK TO OPEN

CLICK TRACK REQUEST

ONE TIME REGISTRATION :PPPL TRIAL SYSTEM

Track request | Cancel request

Your request has been sent to the first recipient.

Requestor: nikmohdhafiz6987@gmail.com

PURPOSE: REGISTRATION

STATUS: FINAL YEAR

PROJECT/UNDERRADUATE

STUDENT

NAME: Nik demo

MATRIC NUMBER/IC 4577

NUMBER:

CHECK APPLICATION STATUS

Requestor:
nikmohdhafiz6987@gmail.com

Requestor	Status
yunos@umt.edu.my	Current Sent on Feb 28, 2021
enim@umt.edu.my	Waiting
ff@umt.edu.my	Waiting

1st: Supervisor

2nd: Lab Person In Charge

Last: Lab Person In Charge

Actions

CLICK TO CANCEL

**APPLICANT WILL RECEIVE
"COMPLETE" NOTIFICATION
AS ALL PIC APPROVED**



**APPLICANT (category 2):
INTERNSHIP ATTACHEMENT**

SCAN QR ONE TIME REGISTRATION

UNIVERSITI MALAYSIA TERENGGANU
UMT
OfficialUMT

ONE TIME REGISTRATION :PPPL

1. PLEASE FILL THIS FORM ONE TIME FOR EVERY SEMESTER
2. ALL USER ARE REQUIRED TO REGISTER BEFORE USING UMT LAB FACILITIES.
3. PLEASE PREPARE & UPLOAD SEMESTER REGISTRATION SLIP FOR STUDENT.
4. PLEASE PREPARE & UPLOAD ACCEPTANCE LETTER/OFFER LETTER FOR INTERNSHIP/ RESEARCH ASSISTANT (RA)/GRADUATE RESEARCH ASSISTANT (GRA)
5. CLICK THIS LINK FOR STEP BY STEP GUIDELINE:
<https://drive.google.com/drive/folders/1sWzH-YQe70pKkHYaPF6L9sGDqIfpFT0t?usp=sharing>

The name and photo associated with your Google account will be recorded

KEY IN YOUR EMAIL

Email address *

nikmohdhafiz6987@gmail.com

TICK REGISTRATION

PURPOSE *

- REGISTRATION
- ADDITIONAL LABORATORY/
CHANGE LABORATORY (SAME SEMESTER)

Page 1 of 8

Next

ONE TIME REGISTRATION :PPPL

The name and photo associated with your Google account will be recorded when you upload files and submit this form.

Not nik.hafiz@umt.edu.my? [Switch account](#)

* Required

APPLICANT CATEGORIES

STATUS * **SELECT CATEGORIES**

INTERNSHIP STUDENT

Page 2 of 8

Back

Next

**FILL IN YOUR DETAILS & UPLOAD
YOUR OFFER/ACCEPTANCE LETTER**

PHONE NO: *
e.g. 011-1111 1111

Your answer

DURATION (START) *

Date

DURATION FOR INTERNSHIP

DURATION (END) *

Date

ACCEPTANCE/OFFER LETTER FOR
INTERNSHIP IN UMT *

 Add file

 This is a required question

APPLICATION FOR PPPL
LABORATORIES

please choose your lab.

TICK ALL LABORATORY YOU NEED

LIST OF PPPL LABORATORIES *

- ANALISIS AM (PIC:MR NIK)
- SATREPS JICA (LIMITED ACCESS)
(PIC:MR NIK)
- ANIMAL CELLS CULTURE (PIC:MR
NIK)
- PLANT TISSUE CULTURE (PIC:MR
NIK)
- GENOMIC (PIC:MR NIK)
- TRANSCRIPTOMIC (PIC:MR NIK)
- PROTEOMIC (PIC:MR NIK)
- ANALYSIS (PIC:MR NIK)

CLICK SUBMIT <FINISH>

ONE TIME
REGISTRATION
:PPPL

PPPL ADMIN: YOUR LAB FACILITIES
APPLICATION HAS BEEN RECEIVED FOR
SESSION:SEMESTER 1, YEAR 2020/2021.
PLEASE WAIT FOR 5 DAYS FOR DATA TO
BE REVIEWED. THANK YOU.

[Submit another response](#)

**TRACK YOUR APPLICATION> OPEN
YOUR EMAIL>SEE NOTIFICATION**

- NBOX
- Form Approvals** 28 Fe
Request #42 Complete
 - Form Approvals** 28 Fe
Request #42 Confirmation
 - Form Approvals** 28 Fe
Request #12 Confirmation
 - Form Approvals** 28 Fe
Request #11 Confirmation
 - Form Approvals** 28 Fe
Request #10 Confirmation
 - Form Approvals** 28 Fe
Request #9 Confirmation

CLICK TO OPEN

CLICK TRACK REQUEST

ONE TIME REGISTRATION :PPPL TRIAL SYSTEM

Track request | Cancel request

Your request has been sent to the first recipient.

Requestor: nikmohdhafiz6987@gmail.com

PURPOSE: REGISTRATION

STATUS: FINAL YEAR

PROJECT/UNDERRADUATE

STUDENT

NAME: Nik demo

MATRIC NUMBER/IC 4577

NUMBER:

CHECK APPLICATION STATUS

Requestor:
nikmohdhafiz6987@gmail.com

1st: Supervisor

Recipient	Status
yunos@umt.edu.my	Current Sent on Feb 28, 2021

2nd: Lab Person In Charge

enim@umt.edu.my	Waiting
--	---------

Last: Lab Person In Charge

ff@umt.edu.my	Waiting
--	---------

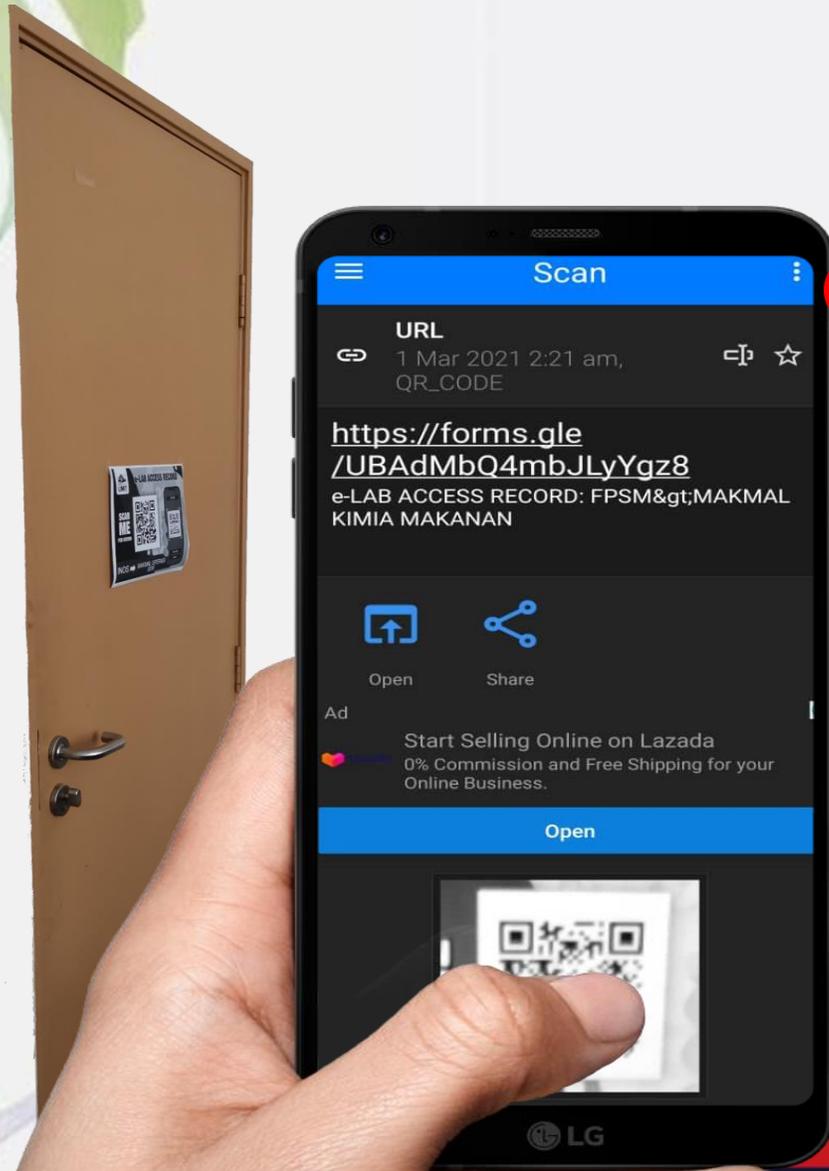
Actions

CLICK TO CANCEL

**APPLICANT
"COMPLETE"
AS ALL PIC A**

e-LAB ACCESS RECORD

(STUDENT/GRA/RA/INTERNSHIP)



SCAN QR: e-LAB ACCESS RECORD

SCAN QR: e-LAB ACCESS RECORD

e-LAB ACCESS
RECORD:
PPPL>SATREP JICA

PLEASE USE THE SAME EMAIL ADDRESS
FROM THE REGISTRATION FORM.

* Required

KEY IN YOUR EMAIL > CLICK NEXT

Email address *

Your email

Next

e-LAB ACCESS
RECORD:
PPPL>SATREP JICA

**SELECT YOUR STATUS
>CLICK SUBMIT**

APPLICANT CATEGORIES

STATUS *

MSc STUDENT

Back

Submit

e-LAB ACCESS
RECORD:
PPPL>SATREP JICA

Thank you. Your data has been recorded.

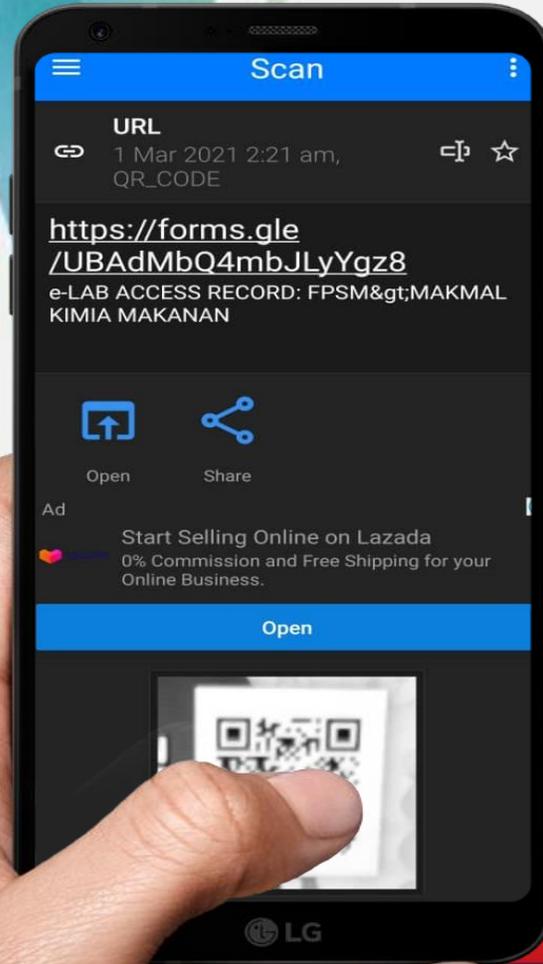
[Submit another response](#)

This form was created inside of Universiti Malaysia
Terengganu. [Report Abuse](#)

COMPLETE

e-LAB ACCESS RECORD

(PERSON IN CHARGE; LAB PRACTICAL SESSION)



SCAN QR: e-LAB ACCESS RECORD

FOR THE LAB PRACTICAL SESSION'S PERSON IN CHARGE ARE RESPONSIBLE TO SCAN THE e-LAB ACCESS RECORD

SCAN QR: e-LAB ACCESS RECORD

e-LAB ACCESS RECORD: PPPL> MATERIAL SCIENCE (TEACHING)

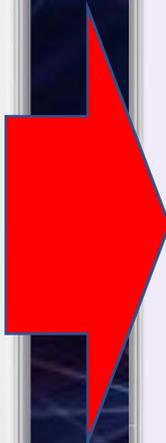
PLEASE USE THE SAME EMAIL ADDRESS FROM THE REGISTRATION FORM.

Email address *

nikmohdhafiz6987@gmail.com

Next

KEY IN YOUR EMAIL> CLICK NEXT



e-LAB ACCESS RECORD: PPPL> MATERIAL SCIENCE (TEACHING)

* Required

APPLICANT CATEGORIES

STATUS *

STAFF FOR LAB. PRACTICAL SES

Back Next

SELECT YOUR STATUS >CLICK NEXT



JUMLAH PELAJAR/ TOTAL OF STUDENT

SILA NYATAKAN BILANGAN PELAJAR UNTUK SESI AMALI /PLEASE STATE TOTAL NUMBER OF STUDENT FOR LAB.PRACTICAL SESSION

Your answer

PLEASE KEY IN YOUR COURSE CODE /SILA MASUKKAN KOD KURSUS *

Your answer

SESSION/SESI *

Choose

Back Submit

KEY IN DETAILS NEEDED

SUBMIT>FINISH