

Yearly Objective 2021

To standardized the Final Year Project allocation, planning, assessment and evaluation according to the OBE Requirements.

Task	Responsibility (to be assigned by Chairperson)	Feb	Mar	Apr	May	Jun	July
1. Gathering benchmark	Chairperson						
2. Developing allocation process	FYP Coordinator						
3. Developing SOP for FYP	FYP Coordinator						
4. Developing form for assessment	OBE Team & FYP Coordinator						
5. Conducting assessment	All faculty members						
6. Evaluating the process	OBE Team						
7. Improving the SOP and forms	OBE Team						
8. Submit the completion report to QEC	OBE Team & Chairperson						