

**DIPLOMA EKSEKUTIF PENGURUSAN (PENTADBIRAN DAN OPERASI) (UFA\*)**
**UFA\* 1118**
**PENDAFTARAN : 17 NOVEMBER 2018**
**KELAS : AHAD (9.00 PAGI – 6.00 PETANG)**

| SEM  | KURSUS  | TARIKH/MASA KULIAH |  | ULANGKAJI        | TARIKH PEPERIKSAAN   |
|--|---|--------------------|--|------------------|--|
|  | <b>UFA 1002</b><br>Metodologi Penyelidikan                            | 9.00pg - 1.00tgh   | 3, 17, 24 November 2019<br>1, 8, 15 Disember 2019            | 22 Disember 2019 | 5 Januari 2020   |
|  | <b>GFG 1011</b><br>Tanggungjawab Sosial                               | 2.00ptg - 4.00ptg  | 3, 24 November 2019<br>1, 15 Disember 2019                   |                  | Tiada peperiksaan akhir  |
| <b>SEM III</b>   | <b>CUTI PERTENGAHAN SEMESTER III (11/01/2020 – 19/01/2020)</b>        |                    |  |                  |  |
|  | <b>UFB 1001</b><br>Pengurusan Sumber Manusia                          | 9.00pg - 1.00tgh   | 16, 23 Februari 2020<br>1, 8, 15, 22 Mac 2020                | 29 Mac 2020      | 1 Mei 2020 –<br>21 Mei 2020<br>(Penilaian Alternatif)              |
|  | <b>UFA 1003</b><br>Sistem Maklumat Pengurusan                         | 2.00ptg - 6.00ptg  |  |                  |  |
| <b>CUTI PERTENGAHAN SEMESTER (23/05/2020 – 31/05/2020)<br/>CUTI KHAS (06/06/2020 – 19/07/2020)</b> |   |                    |  |                  |  |
| <b>SEM IV</b>  | <b>UFF 2001</b><br>Pengurusan Kewangan<br>(e-pembelajaran)            | 9.00pg - 1.00tgh   | 26 Julai 2020<br>9, 16, 23, 30 Ogos 2020<br>6 September 2020 | -                | 12 September 2020 -<br>20 September 2020<br>(Penilaian Alternatif) |
|  | <b>GFG 1004</b><br>Kemahiran Penyampaian Berkesan<br>(e-pembelajaran) | 2.00ptg - 5.00ptg  |  |                  |  |
|  | <b>CUTI PERTENGAHAN SEMESTER IV (26/09/2020 – 04/10/2020)</b>         |                    |  |                  |  |
|  | <b>UFA 2003</b><br>Pengurusan Projek<br>(e-pembelajaran)              | 9.00pg - 1.00tgh   | 11, 18, 25 Oktober 2020<br>1, 8, 22 November 2020            | -                | 28 November 2020 –<br>6 Disember 2020<br>(Penilaian Alternatif)    |
|  | <b>UFC 2002</b><br>Pengurusan Perkhidmatan<br>(e-pembelajaran)        | 2.00ptg - 6.00ptg  |  |                  |  |
| <b>CUTI SEMESTER IV (12/12/2020 – 20/12/2020)</b>  |   |                    |  |                  |  |

|   |  |                   |   |   |  |  |
|---|--|-------------------|---|---|--|--|
| SEM<br>V  | <b>UFA 2006</b><br>Pengurusan Operasi<br><i>(e-pembelajaran)</i>                                 | 9.00pg - 1.00tgh  | 3, 10, 17, 24, 31 Januari 2021<br>7 Februari 2021     | - | 21 Februari 2021 -<br>28 Februari 2021<br><i>(Penilaian Sumatif)</i> |  |
|   | <b>GFG 1003</b><br>Bahasa Inggeris untuk Komunikasi<br><i>(e-pembelajaran)</i>                   | 2.00ptg - 5.00ptg |   |   |  |  |
|   | <b>CUTI PERTENGAHAN SEMESTER V (06/03/2021 – 14/03/2021)</b>                                     |                   |   |   |  |  |
|   | <b>UFC 2004</b><br>Strategi Perniagaan<br><i>(e-pembelajaran)</i>                                | 9.00pg - 1.00tgh  | 21, 28 Mac 2021<br>4, 11, 18, 25 April 2021           | - | 2 Mei 2021 -<br>9 Mei 2021<br><i>(Penilaian Sumatif)</i>             |  |
|   | <b>UFC 2001</b><br>Etika Profesional dan Undang-<br>Undang Perniagaan<br><i>(e-pembelajaran)</i> | 2.00ptg - 6.00ptg |   |   |  |  |
| <b>CUTI SEMESTER V (15/05/2021 – 23/05/2021)</b>  |  |                   |   |   |  |  |
| SEM<br>VI   | <b>UFA 2002</b><br>Pengurusan Logistik dan Rantaian<br>Bekalan<br><i>(e-pembelajaran)</i>        | 9.00pg - 1.00tgh  | 30 Mei 2021<br>6, 13, 20, 27 Jun 2021<br>4 Julai 2021 | - | 11 Julai 2021 -<br>25 Julai 2021<br><i>(Penilaian Sumatif)</i>       |  |
|   | <b>GFG 1008</b><br>Asas Keusahawanan di Malaysia<br><i>(e-pembelajaran)</i>                      | 2.00ptg - 5.00ptg |   |   |  |  |
|   | <b>CUTI PERTENGAHAN SEMESTER VI (31/07/2021 – 08/08/2021)</b>                                    |                   |   |   |  |  |
|   | <b>UFA 2005</b><br>Pengurusan Pejabat<br><i>(e-pembelajaran)</i>                                 | 9.00pg - 1.00tgh  | 15, 22, 29 Ogos 2021<br>5, 12, 19 September 2021      | - | 26 September 2021 -<br>3 Oktober 2021<br><i>(Penilaian Sumatif)</i>  |  |
|   | <b>UFB 2002</b><br>Keselamatan dan Kesihatan<br>Pekerjaan<br><i>(e-pembelajaran)</i>             | 2.00ptg - 6.00ptg |   |   |  |  |
| <b>CUTI SEMESTER VI (09/10/2021 – 17/10/2021)</b> |  |                   |   |   |  |  |

\*Tarikh-tarikh adalah tertakluk kepada perubahan  
 Tarikh disediakan: 14 November 2018  
 Kemaskini: 4 Mei 2021