

SISTEM PENGURUSAN KOMPETENSI (CMS)

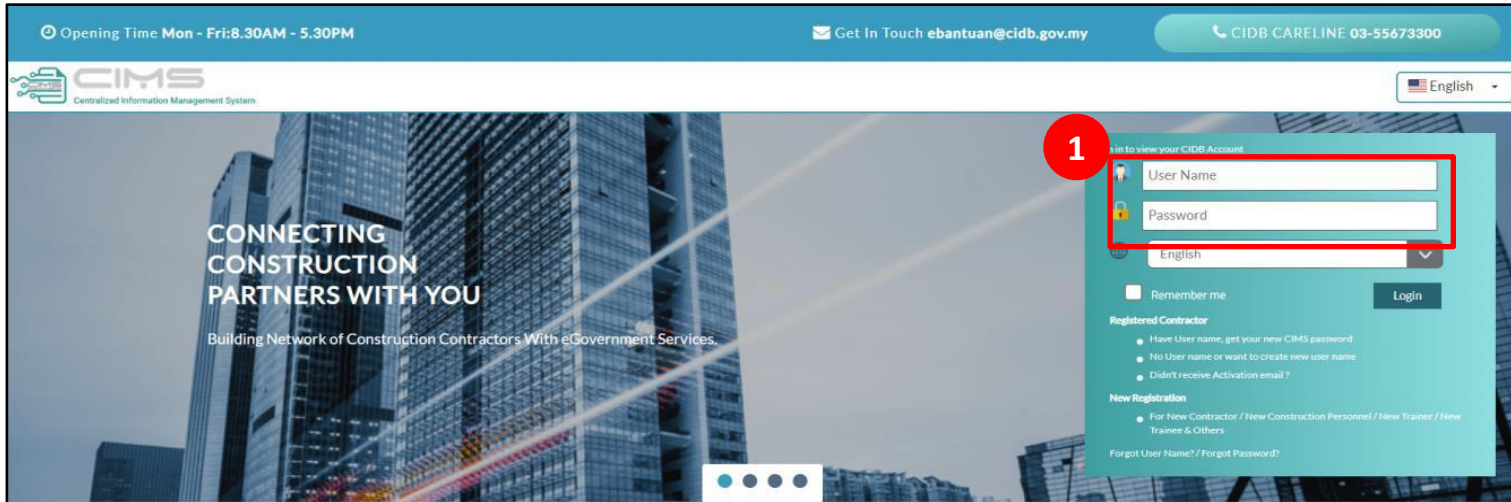
**KURSUS INDUKSI KESELAMATAN PEKERJA TAPAK
BINAAN SICW**

PERANAN: PENYEDIA LATIHAN

Panduan Pengguna v1.0

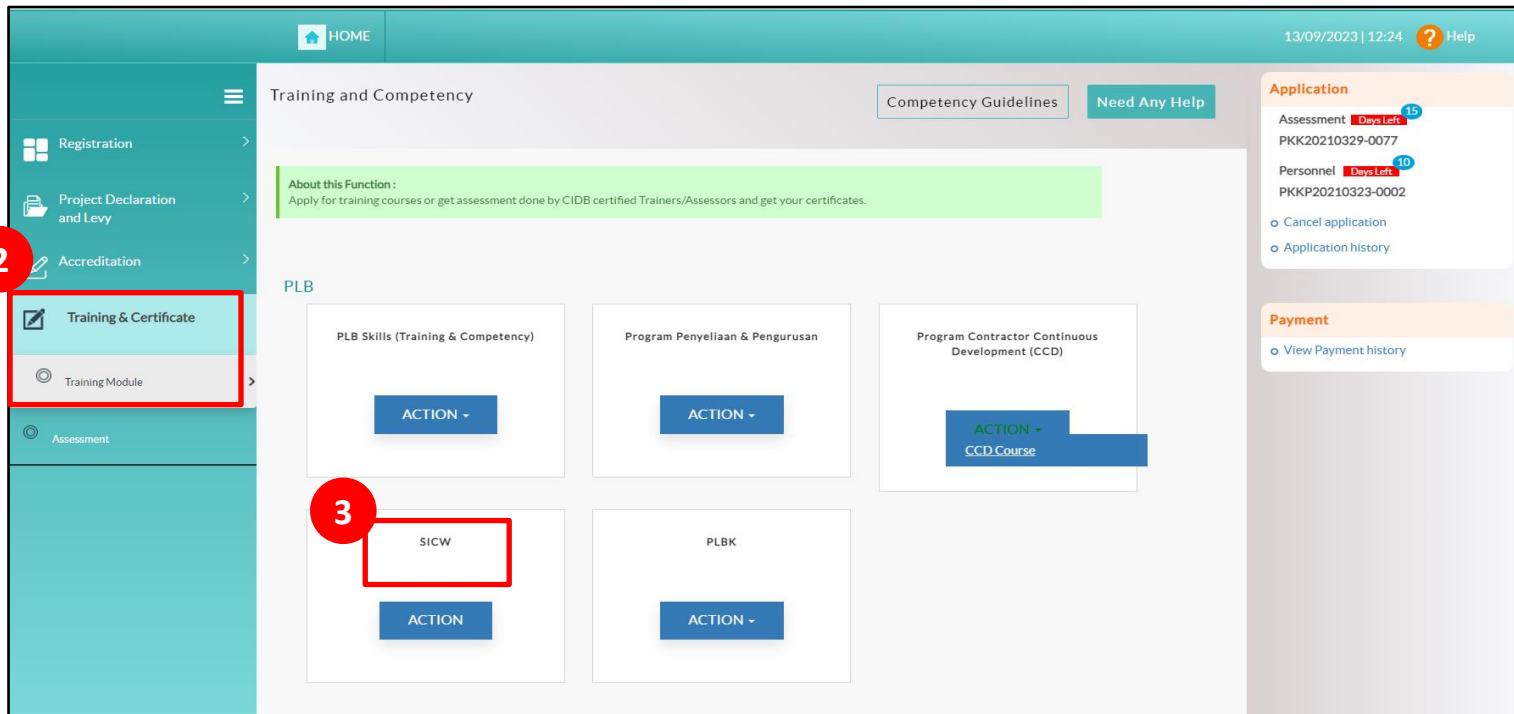
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URL: <https://cims.cidb.gov.my>

1. Masukkan User ID dan kata laluan.
2. Klik menu Training & Certificate > Training Module
3. Klik butang Action pada kotak menu SICW



Home Dashboard Manage Batch 18/09/2023 | 07:08:12

1 board

Manage Batch Click to View or Create

Manage Payment Click to Update

Update Attendance Click to Update

Training Application Click to Apply

Applicant Status

- No.Applicants 0
- In-Progress 0
- Approval Pending 0

Batch Status

- No. Batch 0
- Approved 0
- Rejected 0
- Cancelled 0

Payment Status

- Pending 0
- Paid 0

Dashboard > Butang Manage Batch > Butang Create New Batch

1. Klik butang Manage Batch
2. Klik butang Create New Batch untuk membuat permohonan melaksana kursus baharu

Home Dashboard Manage Batch 18/09/2023 | 07:08:12

Batch List View

2

Create New Batch + Refresh

Show 5 Entries

S.No	Batch Approval Status	Batch Approval Remarks	Action	View Batch	Batch No	Application Date	Participants	Course Date	Start Time	End Time	State
	All							dd/mm/yyyy			/

No data available in table

Showing 0 to 0 of 0 entries

3

1 Program Information

2 Summary

Course Details

Batch Type

4

Please Select
Please Select
Open Course
Closed Course

Course Promotion

Training Location Address

City

State

Postcode

District

Training Details

Start Date

dd/mm/yyyy

Start Time:

08 : 00

End Time:

15 : 00

No	Trainer Name	IC No.	Phone No.	Email
1				

Course Fee

No	Item	Cost(RM)	Notes	Action
1	Basic Charge	25.00		
Total Course Fee		25.00		

5

Add Fee +

6

BACK

SAVE

NEXT

Dashboard > Butang Manage Batch > Butang Create New Batch

3. Sistem akan memaparkan maklumat yang perlu diisi. Sila lengkapkan semua bahagian Program Information
4. Pada ruangan Batch Type, PL boleh memilih pilihan untuk mengadakan Kelas Terbuka atau Kelas Tertutup
5. Klik butang Add Fee untuk tambah kos lain, sistem akan paparkan popup skrin untuk penambahan kos lain, isi maklumat yang diperlukan > Klik butang Save
6. Selepas Program Information lengkap diisi. Klik Save > Next.

Item Cost

Item

Cost(RM)

Please Select
Please Select

Notes

CANCEL

SAVE

1 Program Information
2 Summary

7

Notes: If you want to update your application information, click on Back button. Please ensure the application information is correct and true before submitting the application. If the application information has been completed and you want to submit your application, tick on the Declaration checkbox and click on Submit button.

Course Details

Batch Type	Open	Course Promotion	No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur	
Training Location Address	No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur		Postcode	53000
City	Kuala Lumpur	District	Kuala Lumpur	
State	Wilayah Persekutuan Kuala Lumpur			

Training Details

Start Date	22/10/2023	Start Time	08:00	End Time	15:00
------------	------------	------------	-------	----------	-------

No	Trainer Name	IC No.	Phone No.	Email
1	MAZLAN BIN MUSMAN	651116105349	0392002008	mazlan@cidbalm.com.my

Course Fee

No	Item	Cost(RM)	Notes
1	Basic Charge	25.00	
2	Food & Beverages	50.00	Makan pagi dan petang
Total		75.00	

☒ I, hereby undertake to ensure that the implementation of the applied Safety Induction for Construction Workers (SICW) course is based on the guidelines and work procedures that have been developed by CIDB. My failure to comply with the guidelines and work procedures may cause appropriate action to be taken in accordance with the rules set by CIDB.

BACK

8

9 Submit

Dashboard > Butang Manage Batch > Butang Create New Batch

7. Sistem akan memaparkan ringkasan maklumat kursus yang telah diisi untuk semakan PL
8. Tandakan aku janji PL terhadap garis panduan pelaksanaan kursus SICW
9. Klik Submit
10. Notifikasi Submit Alert akan dipaparkan dan klik OK untuk menghantar permohonan

Submit Alert!




Thank you! Please verify your application before submission. You are not allowed to add or edit your content once submitted. Click OK to confirm

10

Cancel

OK

6

S.No	Batch Approval Status	Batch Approval Remarks	Action	View Batch
	All ▾			
1	 Approval Pending			View
2	 Rejected	semak semula alamat		View
3	 Approved			View

Berikut adalah status permohonan pelaksanaan kursus SICW yang akan ditunjukkan di dalam sistem:

- **Approval Pending** – Permohonan pelaksanaan kelas belum dilulus oleh Pejabat CIDB Negeri/ Cawangan
- **Rejected** Permohonan pelaksanaan kelas ditolak oleh Pejabat CIDB Negeri/ Cawangan
- **Approved** – Permohonan pelaksanaan kelas telah diluluskan oleh Pejabat CIDB Negeri/ Cawangan

Home Dashboard Manage Batch 19/09/2023 | 05:49:31

1 Program Information 2 Summary

Course Details

Batch Type Closed Course Course Promotion

Training Location Address 568-10-40, 10TH FLOOR MUTIARA KOMPLEKS 3 1/2 MILE, JALAN IPOH Postcode 51200

City KUALA LUMPUR District KUALA LUMPUR

State WILAYAH PERSEKUTUAN KUALA LUMPUR Batch Code 000724

UNTUK KELAS TERTUTUP

- Untuk pemilihan kelas tertutup, kod kelas akan dipaparkan pada tab Program Information

1 Manage Batch Click to View or Create

2	Approved	Edit Cancel	View	SC091023-2-WP-00529	09/10/2023	0 Transfer	29/10/2023
---	----------	-------------	------	---------------------	------------	------------	------------

2

3

Course Details

Batch Type Closed Course Promotion No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur

Training Location Address No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur Postcode 53000

City Kuala Lumpur District Kuala Lumpur

State Wilayah Persekutuan Kuala Lumpur Batch Code 000681

Kod kelas tertutup juga boleh dilihat pada Batch List View. Berikut adalah Langkah yang perlu diikuti:

1. Click to View or Create
2. Klik View
3. Kod Kelas

Home Dashboard Manage Batch 18/09/2023 | 07:08:12

Dashboard

1

Manage Batch
Click to View or Create

Manage Payment
Click to Update

Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants 0
- In-Progress 0
- Approval Pending 0

Batch Status

- No. Batch 0
- Approved 0
- Rejected 0
- Cancelled 0

Payment Status

- Pending 0
- Paid 0

Dashboard > Butang Manage Payment > Pautan Update Payment

1. Klik butang Manage Payment
2. Klik pautan Update Payment
3. Senarai peserta yang memohon pada batch tersebut akan dipaparkan

Payment Update

View Paid List

Batch Ref.No. Search Clear

Total Count: Page Size: 5

No	Batch Ref. No.	Date Submitted	No. Participants	Course Date	Start Time	End Time	Action
1	SC091023-1-WP-00529	09/10/2023	1	29/10/2023	08:00	15:00	Update Payment
2	SC091023-1-WP-00530	09/10/2023	5	31/10/2023	08:00	15:00	Update Payment

2

3

Applicants List

Participant names:

No	Reference No	Name	Application Date	No.K.P/Pasport	Mobile Phone No	Status	Select All
1	SICW091020237923	MOHD HAFIZ FAHMIE MOHD YAZID	09/10/2023	931110055201	0145678909	Submitted	<input type="checkbox"/>
2	SICW091020237922	MUHAMMAD ALIF BIN ADEMI	09/10/2023	980715065673	0134567890	Submitted	<input type="checkbox"/>
3	SICW091020237921	MOHD FAHMI BIN IBRAHIM	09/10/2023	821208035201	01115900546	Submitted	<input type="checkbox"/>
4	SICW091020237920	MUHAMMAD ALIF HAKIMI BIN SAUDIN	09/10/2023	000316140609	0123456789	Submitted	<input type="checkbox"/>
5	SICW091020237919	MUHAMMAD AMIRUL BIN AZME	09/10/2023	910922145429	0136782123	Submitted	<input type="checkbox"/>

Update Payment Exit

Applicants List

Participant names:

No	Reference No	Name	Application Date	No.K.P/Pasport	Mobile Phone No	Status	
1	SICW091020237923	MOHD HAFIZ FAHMIE MOHD YAZID	09/10/2023	931110055201	0145678909	Submitted	<input type="checkbox"/> Select All
2	SICW091020237922	MUHAMMAD ALIF BIN ADEMI	09/10/2023	980715065673	0134567890	Submitted	<input type="checkbox"/>
3	SICW091020237921	MOHD FAHMI BIN IBRAHIM	09/10/2023	821208035201	01115900546	Submitted	<input type="checkbox"/>
4	SICW091020237920	MUHAMMAD ALIF HAKIMI BIN SAUDDIN	09/10/2023	000316140609	0123456789	Submitted	<input type="checkbox"/>
5	SICW091020237919	MUHAMMAD AMIRUL BIN AZME	09/10/2023	910922145429	0136782123	Submitted	<input type="checkbox"/>

Update Payment

Exit

Dashboard > Butang Manage Payment > Pautan Update Payment

- Tandakan peserta yang dikehendaki untuk tujuan pengesahan bayaran telah dibuat
- Klik update payment

Terdapat 2 kaedah penandaan peserta:

- Secara pukal – tanda pada kotak select all
- Secara individu – tanda pada kotak di ruangan individu

**Pengesahan pendaftaran peserta hendaklah dikemaskini selewat-lewatnya 2 hari sebelum tarikh pelaksanaan kursus. Sekiranya tiada kemaskini dibuat, status akan memaparkan Payment Expired dan Unpaid*

Home Dashboard Manage Batch 18/09/2023 | 07:08:12

Dashboard

1

Manage Batch
Click to View or Create

Manage Payment
Click to Update

Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants 0
- In-Progress 0
- Approval Pending 0

Batch Status

- No. Batch 0
- Approved 0
- Rejected 0
- Cancelled 0

Payment Status

- Pending 0
- Paid 0

Dashboard > Butang Manage Payment >

Butang View Paid List

1. Klik butang Manage Payment
2. Klik butang View Paid List

Payment Update

2

View Paid List

Batch Ref.No.

Search Clear

Total Count: Page Size: 5

No	Batch Ref. No.	Date Submitted	No. Participants	Course Date	Start Time	End Time	Action
1	SC091023-1-WP-00529	09/10/2023	1	29/10/2023	08:00	15:00	Update Payment
2	SC091023-1-WP-00530	09/10/2023	5	31/10/2023	08:00	15:00	Update Payment

Payment Update

[View Pending List](#)

Batch Ref.No. [Search](#) [Clear](#)

Total Count: Page Size: [Previous](#) [Next](#)

No	Batch Ref. No.	Date Submitted	No. Participants	Course Date	Start Time	End Time	Action
1	SC180923-1-WP-00496	18/09/2023	2	01/10/2023	08:00	15:00	View



Dashboard > Butang Manage Payment >

Butang View Paid List

3. Klik pautan View
4. Pilih nama peserta dan klik pautan Undo
5. Keluar popup, klik butang OK

Applicants List

Participant names:

No	Reference No	Name	Application Date	No.K.P/Pasport	Mobile Phone No	Status	<input type="checkbox"/> Select All
1	SICW190920230569	HAJAR ATIQA H BINTI MOHD HUSNAN	19/09/2023	920630105504	0102095795	 Training Pending	Undo
2	SICW190920230570	HAIRI	19/09/2023	941103036378	01999999999	 Training Pending	Undo

[Exit](#)

cimstraining.cidb.gov.my says
Do you wish to Undo payment for this participant?

[OK](#) [Cancel](#)

Home

Dashboard

Manage Batch

18/09/2023 | 07:08:12

1

Dashboard

Manage Batch

Click to View or Create

Manage Payment

Click to Update

Update Attendance

Click to Update

Training Application

Click to Apply

Applicant Status

No.Applicants

0

In-Progress

0

Approval Pending

0

Batch Status

No. Batch

0

Approved

0

Rejected

0

Cancelled

0

Payment Status

Pending

0

Paid

0

2

2

Approved

Edit

Cancel

View

SC091023-2-WP-00529

09/10/2023

0

Transfer


29/10/2023

Dashboard > Butang Manage Batch > Pautan

Edit

1. Klik butang Manage Batch
2. Klik pautan Edit

**Butang Edit akan hilang setelah 2 kali pengemaskinian dibuat.*



AKADEMI BINAAN MALAYSIA (SELANGOR) SDN. BHD.

MY

Logout

Home

Dashboard

Manage Batch

09/10/2023 | 12:21:03

3 Application Information

1 Program Information

2 Summary

Notes: If you want to update your application information, click on Back button. Please ensure the application information is correct and true before submitting the application. If the application information has been completed and you want to submit your application, tick on the Declaration checkbox and click on Submit button.

Course Details

Batch Type	Closed	Course Promotion	No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur
Training Location Address	No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur	Postcode	53000
City	Kuala Lumpur	District	Kuala Lumpur
State	Wilayah Persekutuan Kuala Lumpur	Batch Code	000681

☒ I, hereby undertake to ensure that the implementation of the applied Safety Induction for Construction Workers (SICW) course is based on the guidelines and work procedures that have been developed by CIDB. My failure to comply with the guidelines and work procedures may cause appropriate action to be taken in accordance with the rules set by CIDB.

BACK


4 Submit

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Dashboard > Butang Manage Batch > Pautan Edit


3. Paparan Program Information akan ditunjukkan yang mengandungi maklumat kelas kursus SICW yang asal.


4. Klik Submit



Centralized Information Management System

AKADEMI BINAAN MALAYSIA (SELANGOR) SDN. BHD.

MY 

 Logout

1 Program Information

2 Summary

Batch No: SC091023-2-WP-00529

Course Details

Batch Type

Closed Course

Course Promotion ⓘ

No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur

Training Location Address

No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur

Postcode

53000

City

KUALA LUMPUR

District

KUALA LUMPUR

State

WILAYAH PERSEKUTUAN KUALA LUMPUR

Batch Code

000681

BACK

SAVE

6 NEXT

Dashboard > Butang Manage Batch > Pautan Edit

5. Perubahan maklumat kelas kursus SICW boleh dilakukan pada paparan Summary
6. Klik Save dan Next

Home Dashboard Manage Batch 18/09/2023 | 07:08:12

Dashboard

1 **Manage Batch**
Click to View or Create

Manage Payment
Click to Update

Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants 0
- In-Progress 0
- Approval Pending 0

Batch Status

- No. Batch 0
- Approved 0
- Rejected 0
- Cancelled 0

Payment Status

- Pending 0
- Paid 0

2	Approved	2	Edit Cancel	View	SC091023-2-WP-00529	09/10/2023	0 Transfer	29/10/2023
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3 **Cancel Batch**

Batch No SC091023-1-WP-00529

Cancel Remarks

4

CANCEL Submit

Dashboard > Butang Manage Batch > Pautan Cancel

1. Klik butang Manage Batch
2. Klik pautan Cancel
3. Isikan Remarks
4. Klik Submit

**Pembatalan kelas kursus SICW hanya boleh dibuat dengan tiada peserta berdaftar. Sekiranya ada peserta berdaftar, mohon batalkan peserta atau pindahkan peserta ke kelas yang lain*

Home Dashboard Manage Batch 18/09/2023 | 07:08:12

Dashboard

1 **Manage Batch**
Click to View or Create

Manage Payment
Click to Update

Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants 0
- In-Progress 0
- Approval Pending 0

Batch Status

- No. Batch 0
- Approved 0
- Rejected 0
- Cancelled 0

Payment Status

- Pending 0
- Paid 0

2	Approved	Edit Cancel	View	SC091023-2-WP-00529	09/10/2023	0 Transfer	29/10/2023
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3 **Added Participants List**






No	Application Ref No	Participant	Contact No	IC No	Transfer All
1	SICW091020237922	MUHAMMAD ALIF BIN ADEMI	📞	980715065673	Transfer
2	SICW091020237919	MUHAMMAD AMIRUL BIN AZME	📞	910922145429	Transfer
3	SICW091020237923	MOHD HAFIZ FAHMIE MOHD YAZID	📞	931110055201	Transfer
4	SICW091020237920	MUHAMMAD ALIF HAKIMI BIN SAUDDIN	📞	000316140609	Transfer
5	SICW091020237921	MOHD FAHMI BIN IBRAHIM	📞	821208035201	Transfer

[Exit](#)

Dashboard > Butang Manage Batch > Pautan Transfer

1. Klik butang Manage Batch
2. Klik pautan Transfer
3. Senarai peserta yang telah berdaftar pada batch tersebut akan dipaparkan

Added Participants List

No	Application Ref No	Participant	Contact No	IC No	
1	SICW091020237922	MUHAMMAD ALIF BIN ADEMI		980715065672	3 Transfer All
2	SICW091020237919	MUHAMMAD AMIRUL BIN AZME		910922145429	Transfer
3	SICW091020237923	MOHD HAFIZ FAHMIE MOHD YAZID		931110055201	Transfer
4	SICW091020237920	MUHAMMAD ALIF HAKIMI BIN SAUDDIN		000316140609	Transfer
5	SICW091020237921	MOHD FAHMI BIN IBRAHIM		821208035201	Transfer

Dashboard > Butang Manage Batch > Pautan Transfer

3. Klik pada 'Transfer All' atau 'Transfer' untuk pindah peserta

Terdapat 2 kaedah pindahan peserta:

- Secara pukal – Klik Transfer All
- Secara individu – Klik Transfer

4. Masukkan no kelompok kelas Baharu > Klik Submit

4

Transfer All Participant Batch

Transfer Batch No

CANCEL Submit

4

Transfer Participant Batch

Transfer Batch No

CANCEL Submit

Home Dashboard Manage Batch 19/09/2023 | 08:11:03

Dashboard

Manage Batch
Click to View or Create

Manage Payment
Click to Update

1
Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants: 2
- In-Progress: 2
- Approval Pending: 0

Batch Status

- No. Batch: 1
- Approved: 1
- Rejected: 0
- Cancelled: 0

Payment Status

- Pending: 0
- Paid: 2

Dashboard > Butang Update Attendance > Pautan Print Attendance Sheet

1. Klik pada butang Update Attendance
2. Klik pautan Print Attendance Sheet

**Pautan Print Attendance Sheet akan dipaparkan 1 hari sebelum Tarikh kursus dijalankan*

View Completed List Refresh

Show 5 Entries

S.No	Batch Approval Status	Attendance Approval Remarks	Action	Update	View Batch	Print	Batch No	Application Date	Participants	Cours
1	Approved			Update Attendance	View	Print Attendance Sheet	SC180923-1-WP-00496	18/09/2023	2	19/

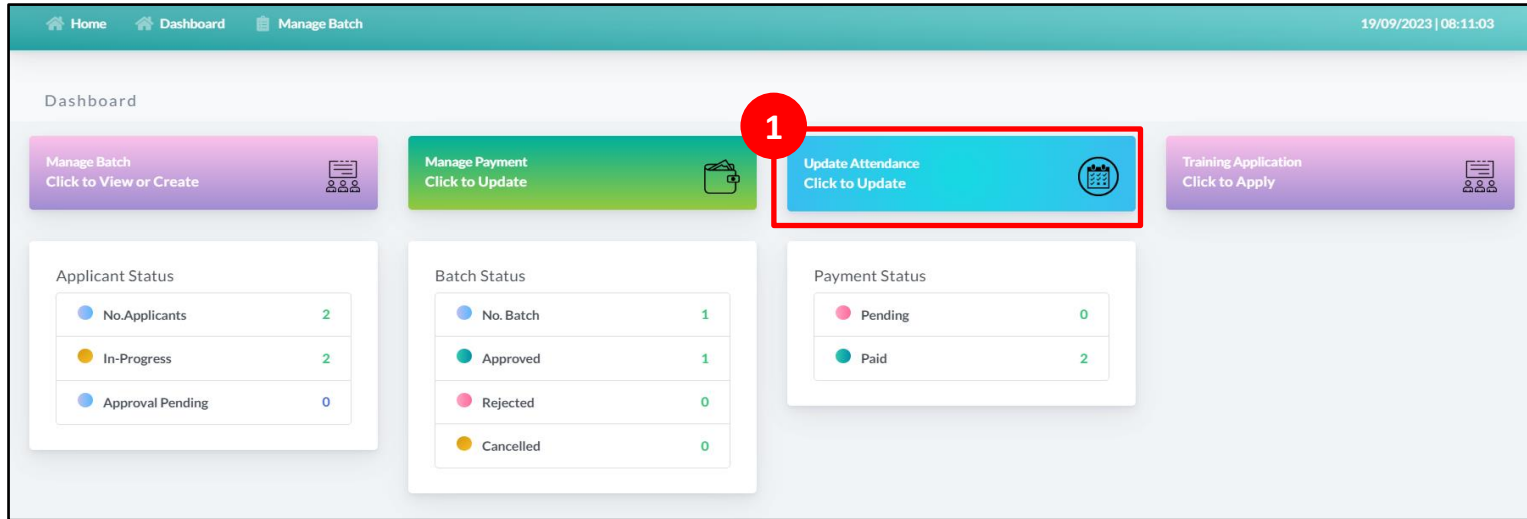
Showing 1 to 1 of 1 entries

	SENARAI PESERTA KURSUS INDUKSI KESELAMATAN DAN KESIHATAN BEKERJA BINAAN (SICW)
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Nama Syarikat	: Cawangan ABM Wilayah Tengah	No Pendaftaran	: 0020200907-XMY001701
Lokasi Kursus	: No. 21, Bandar Sentul, Jalan Ampang, Kuala Lumpur 53000 KUALA LUMPUR WILAYAH PERSEKUTUAN KUALA LUMPUR	No Kelompok	: SC091023-1-WP-00530
Tarikh Kursus	: 19/10/2023	Nama Pengejar	: SHAIFUL JEFFREE BIN MOHD KHAIRUDDIN
Masa Kursus	: 08:00 - 15:00	No Telefon	: 0392002008
		Jumlah Peserta	: 5

No	Nama	Organisasi	No. K.P./No. Pasport	T/T Pagi	T/T Petang
1	MUHAMMAD ALIF BIN ADEMI	-	960715065673		
2	MUHAMMAD AMIRUL BIN AZME	-	910922145429		
3	MOHD HAFIZ FAHMIE MOHD YAZID	-	931110055201		
4	MUHAMMAD ALIF HAKIMI BIN SAUDIN	-	000316140609		
5	MOHD FAIMI BIN IDRIS	-	621200035291		

Disemak Oleh : Tandatangani Nama: SHAIFUL JEFFREE BIN MOHD KHAIRUDDIN Tarikh: 19/10/2023



Dashboard

19/09/2023 | 08:11:03

Home Dashboard Manage Batch

Dashboard

Manage Batch
Click to View or Create

Manage Payment
Click to Update

Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants: 2
- In-Progress: 2
- Approval Pending: 0

Batch Status

- No. Batch: 1
- Approved: 1
- Rejected: 0
- Cancelled: 0

Payment Status

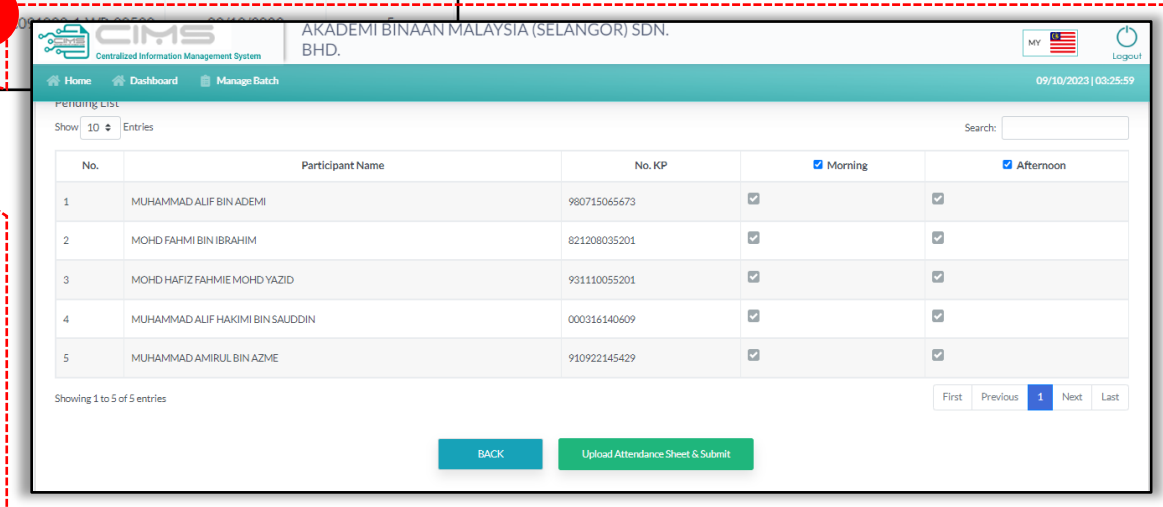
- Pending: 0
- Paid: 2

Dashboard > Butang Update Attendance > Pautan Update Attendance

1. Klik pada butang Update Attendance
2. Klik pautan Update Attendance
3. Maklumat senarai peserta akan dipaparkan

**Link Update Attendance akan dipaparkan pada hari kursus dan perlu dilengkapi dalam tempoh 3 hari selepas kursus dilaksanakan.*

S.No	Batch Approval Status	Attendance Approval Remarks	Action	Update	View Batch	Print	Batch No	Application Date	Participants
	All								
1	Approved			Update Attendance	View	Print Attendance Sheet			



AKADEMI BINAAN MALAYSIA (SELANGOR) SDN. BHD.

09/10/2023 | 03:25:59

Home Dashboard Manage Batch

PENDING LIST

Show 10 Entries

Search:

No.	Participant Name	No. KP	<input checked="" type="checkbox"/> Morning	<input checked="" type="checkbox"/> Afternoon
1	MUHAMMAD ALIF BIN ADEMI	980715065673	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	MOHD FAHMI BIN IBRAHIM	821208035201	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3	MOHD HAFIZ FAHMIE MOHD YAZID	931110055201	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	MUHAMMAD ALIF HAKIMI BIN SAUDDIN	000316140609	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	MUHAMMAD AMIRUL BIN AZME	910922145429	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Showing 1 to 5 of 5 entries

First Previous 1 Next Last

BACK Upload Attendance Sheet & Submit

CIMS Centralized Information Management System

AKADEMI BINAAN MALAYSIA (SELANGOR) SDN. BHD.

MY Logout

09/10/2023 | 03:25:59

Home Dashboard Manage Batch

Pending List

Show 10 Entries

No.	Participant Name	No. KP	<input checked="" type="checkbox"/> Morning	<input checked="" type="checkbox"/> Afternoon
1	MUHAMMAD ALIF BIN ADEMI	980715065673	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
2	MOHD FAHMI BIN IBRAHIM	821208035201	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
3	MOHD HAFIZ FAHMIE MOHD YAZID	931110055201	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
4	MUHAMMAD ALIF HAKIMI BIN SAUDDIN	000316140609	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
5	MUHAMMAD AMIRUL BIN AZME	910922145429	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Showing 1 to 5 of 5 entries

First Previous 1 Next Last

BACK Upload Attendance Sheet & Submit

Dashboard > Butang Update Attendance >

Pautan Update Attendance

4. Tandakan kehadiran peserta pagi dan petang

Terdapat 2 kaedah penandaan kehadiran peserta:

- Secara pukal
- Secara individu

5. Klik Upload Attendance Sheet & Submit

6. Upload file akan dipaparkan

7. Klik pada Choose File untuk muat naik senarai kehadiran peserta yang ditandatangani dan gambar pelaksanaan kursus SICW

8. Klik Submit

9. Submit Alert > Klik Ok

6

Upload File

Notes: Please update attendance for all participants before submit. Once submitted cannot be reverted
Attendance sheet should be in pdf files and Photos should be jpg files.

Attendance Sheet: **7** Choose File No file chosen

Attendance Photo: Choose File No file chosen

No	Document	Upload Files

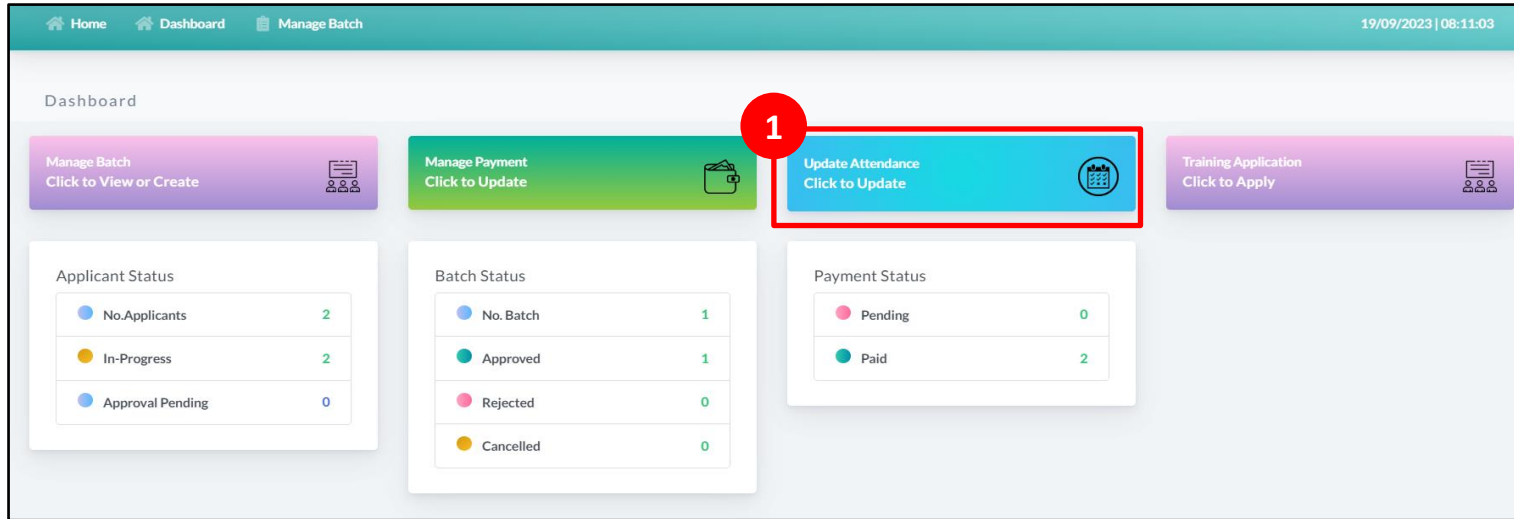
8 CANCEL Submit

9

Submit Alert!

Do you wish to submit the attendance? please click Ok to confirm.

CANCEL **9** OK



Dashboard

19/09/2023 | 08:11:03

Home Dashboard Manage Batch

Dashboard

Manage Batch
Click to View or Create

Manage Payment
Click to Update

1 Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants 2
- In-Progress 2
- Approval Pending 0

Batch Status

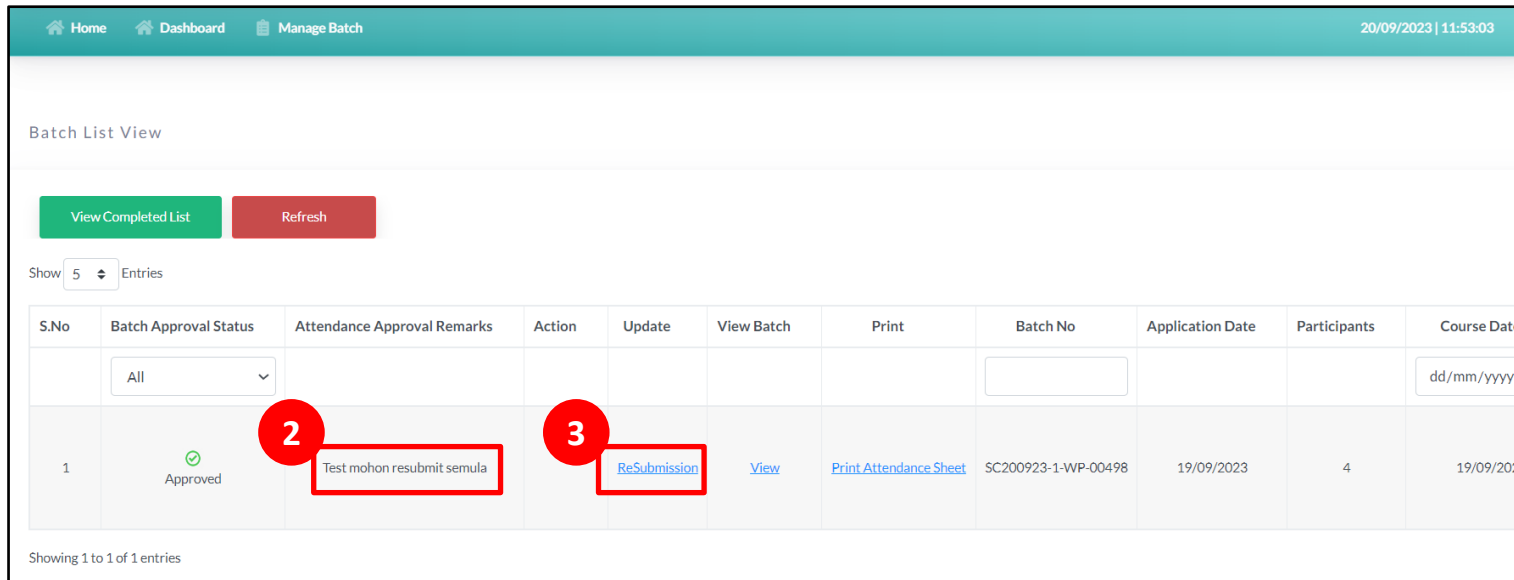
- No. Batch 1
- Approved 1
- Rejected 0
- Cancelled 0

Payment Status

- Pending 0
- Paid 2

Dashboard > Butang Update Attendance > Pautan ReSubmission

1. Klik pada butang Update Attendance
2. Remarks dari CIDB akan keluar sekiranya PL perlu buat resubmission
3. Klik pautan ReSubmission untuk betulkan kehadiran dan hantar semula dokumen



Batch List View

20/09/2023 | 11:53:03

Home Dashboard Manage Batch

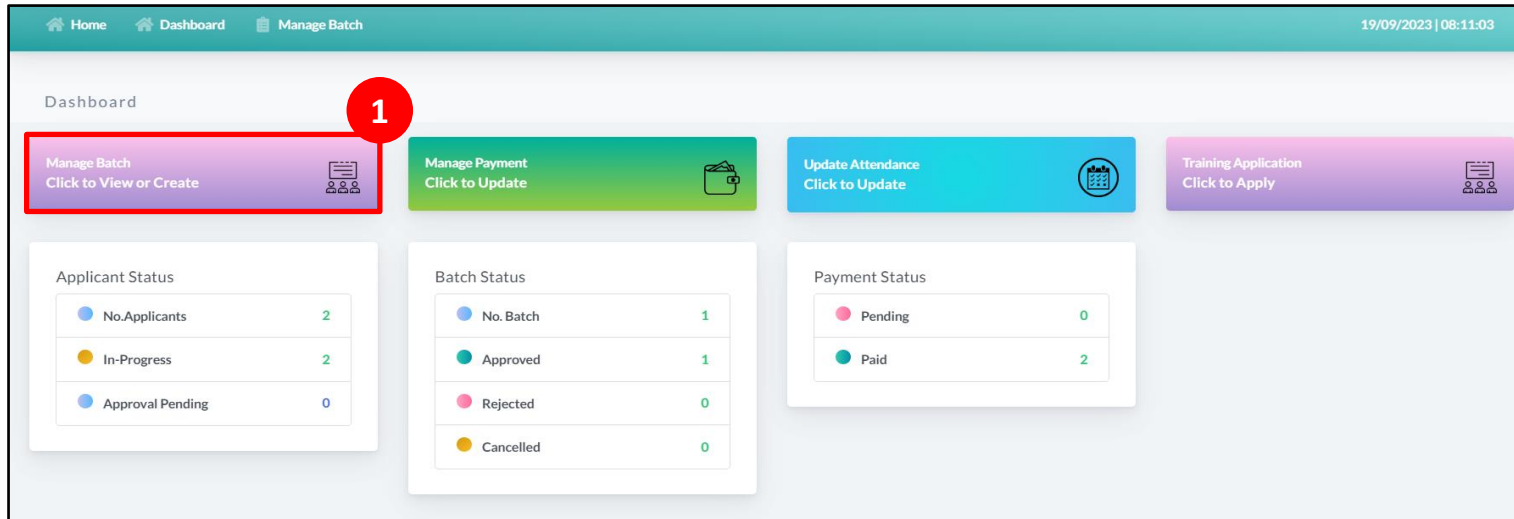
View Completed List Refresh

Show 5 Entries

S.No	Batch Approval Status	Attendance Approval Remarks	Action	Update	View Batch	Print	Batch No	Application Date	Participants	Course Date
1	Approved	Test mohon resubmit semula	ReSubmission		View	Print Attendance Sheet	SC200923-1-WP-00498	19/09/2023	4	19/09/2023

Showing 1 to 1 of 1 entries

Nota: Proses pengesahan kehadiran peserta dan proses pengesahan kehadiran peserta resubmission adalah sama. Rujuk muka surat 21 & 22



Dashboard

19/09/2023 | 08:11:03

Manage Batch
Click to View or Create

Manage Payment
Click to Update

Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants: 2
- In-Progress: 2
- Approval Pending: 0

Batch Status

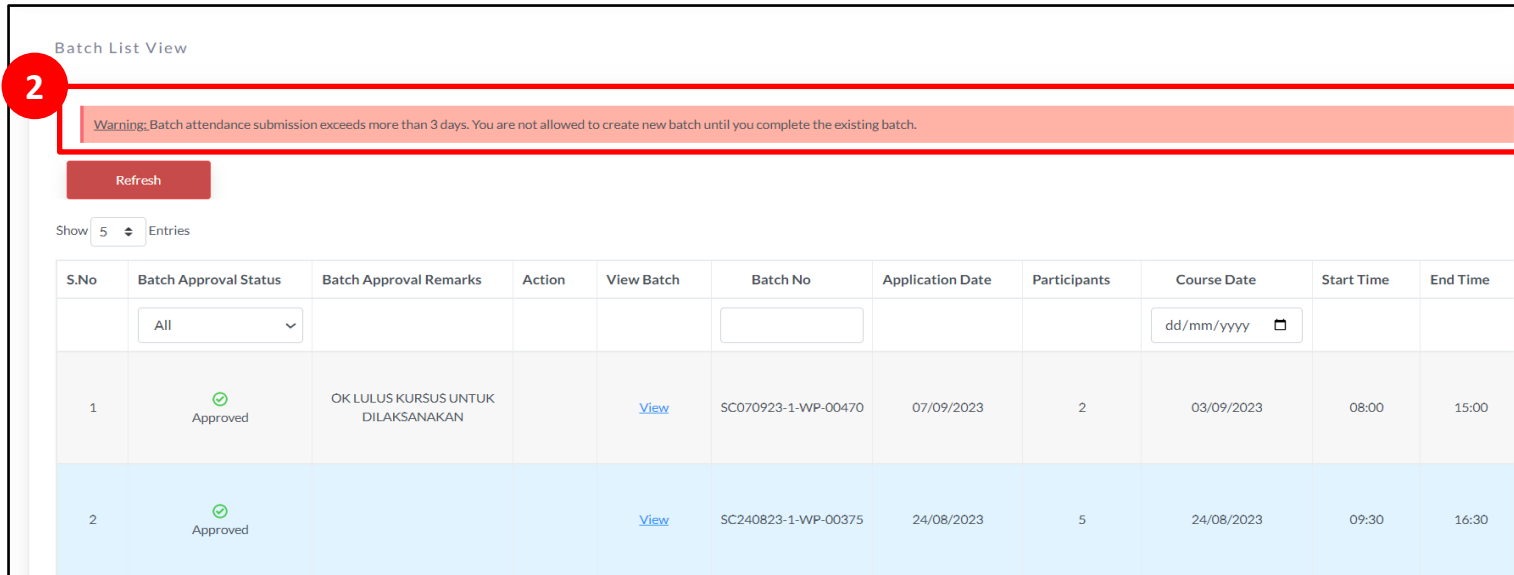
- No. Batch: 1
- Approved: 1
- Rejected: 0
- Cancelled: 0

Payment Status

- Pending: 0
- Paid: 2

Dashboard > Butang Manage Batch

1. Klik pada butang Manage Batch
2. Amaran pada kotak merah akan keluar sekiranya:
 - PL tidak lengkapkan pelaksanaan kursus lebih dari 3 hari dari tarikh kursus dilaksana ATAU
 - PL tidak buat pengemaskinian di pautan ReSubmission lebih dari 3 hari dari tarikh resubmit dibuat oleh CIDB



Batch List View

Warning: Batch attendance submission exceeds more than 3 days. You are not allowed to create new batch until you complete the existing batch.

Refresh

Show 5 Entries

S.No	Batch Approval Status	Batch Approval Remarks	Action	View Batch	Batch No	Application Date	Participants	Course Date	Start Time	End Time
1	Approved	OK LULUS KURSUS UNTUK DILAKSANAKAN		View	SC070923-1-WP-00470	07/09/2023	2	03/09/2023	08:00	15:00
2	Approved			View	SC240823-1-WP-00375	24/08/2023	5	24/08/2023	09:30	16:30

Nota: Sekatan bagi memohon melaksana kursus SICW yang baharu akan diaktifkan sehingga lengkap batch kursus yang memerlukan tindakan PL

Home Dashboard Manage Batch 18/09/2023 | 07:08:12

Dashboard

1

Manage Batch
Click to View or Create

Manage Payment
Click to Update

Update Attendance
Click to Update

Training Application
Click to Apply

Applicant Status

- No.Applicants 0
- In-Progress 0
- Approval Pending 0

Batch Status

- No. Batch 0
- Approved 0
- Rejected 0
- Cancelled 0





Payment Status

- Pending 0
- Paid 0

Dashboard > Butang Manage Batch > Pautan View

1. Klik pada butang Manage Batch
2. Klik pautan View

2	Approved	sah	2	View	SC161023-1-WP-00532	10/10/2023	2	20/10/2023	08:00
3	Approved			View	SC111023-1-WP-00533	11/10/2023	3	08/10/2023	12:00



Applicants List							
Show 40 Entries		Search: <input type="text"/>					
No	Reference No	Name	Application Date	IC Number	Phone No	Course Status	Payment Status
1	SICW111020237930	QUE H	11/10/2023	941002036376	01126925424	 Submitted	UnPaid
2	SICW111020237929	MUHAMMAD ALIF HAKIMI BIN SAUDDIN	11/10/2023	000316140609	01126725493	 View Certificate	Training Fee Paid
3	SICW111020237931	SUNNY	11/10/2023	921010018899	01126925424	 View Certificate	Training Fee Paid
4	SICW111020237932	AMY	11/10/2023	der2911	01222222222	 Fail	Training Fee Paid

Dashboard > Butang Manage Batch > Pautan View

3. Paparan ringkasan kursus akan keluar, pada Applications List terdapat 4 jenis status kursus :

- Submitted – peserta berdaftar tetapi tidak membuat bayaran
- Pautan View Certificate (hijau) – klik pada pautan, sijil peserta akan dipaparkan (pernah klik paparan sijil)
- Pautan View Certificate (hitam) – klik pada pautan, sijil peserta akan dipaparkan (sijil tidak pernah dipaparkan)
- Fail – peserta tidak hadir kursus SICW penuh

Certificate No. CIDB/PLSICW/WP0000016

**PERAKUAN KEHADIRAN
KURSUS SICW**

Adalah disahkan bahawa

HAJAR ATIQA H BINTI MOHD HUSNAN

920630105504

Telah menghadiri

**Kursus Induksi Keselamatan dan Kesihatan Pekerja Tapak Bina
Safety and Health Induction Course for Construction Worker
(SICW)**

Pada

19 SEPTEMBER 2023

Nombor Kelompok


SC180923-1-WP-00496

Dianjurkan Oleh

PLBK ENAM RATUS DUA PULUH SATU

Pengajar

FARAH HAZWANI BINTI MOHAMMED ZAINI


10 Mata CCD

(Sijil ini adalah cetakan komputer dan tidak memerlukan tandatangan)