

UMCares COMMUNITY ENGAGEMENT FUNDING 2016

APPLICATION FORM

| | | | | | | | |
|----------|---|----------------------------------|---|--------------------------------|---------------------------------------|-----------|--|
| A | Title of project | | | | | | |
| | ICT Skill Enhancement Programme for Orang Asli | | | | | | |
| B | Details of project leader | | | | | | |
| | Name of project leader | | Dr. Nor Liyana Mohd Shuib ✓ | | | | |
| | Email address | | liyanashuib@um.edu.my | | | | |
| | Phone number | | (office) 03-79676415 (mobile) 019-6649440 | | | | |
| | Fax number | | 03-79579249 | | | | |
| | Position | | Senior Lecturer | | | | |
| | Permanent staff | x | Contract staff | | Contract end date: | | |
| | Identity card or passport number | | 820117075596 | | | | |
| | Academy / Faculty / Centre | | Faculty of Computer Science and Information Technology | | | | |
| | Department / Section / Unit | | Department of Information Systems | | | | |
| | Address | | Faculty of Computer Science and Information Technology, University of Malaya, 50603 Lembah Pantai, Kuala Lumpur, MALAYSIA | | | | |
| C | Details of project partners, co-researchers or assistants (add lines if necessary) | | | | | | |
| | Name | Identity card or passport number | Academy/ Faculty/ Unit | Highest Academic Qualification | Phone number & email address | Signature | |
| | Dr. Norisma Idris | 750524-08-5280 | FSKTM | PhD | 012-3351441 norisma@um.edu.my | | |
| | Dr. Zati Hakim Azizul Hasan | 811109-08-5992 | FSKTM | PhD | 017-2274972 zati@um.edu.my | | |
| | Dr. Ismail Ahmedy | 820903-10-5801 | FSKTM | PhD | 012-7898114 ismailahmedy@um.edu.my | ismail | |
| | Dr. Nordiana Binti Ahmad Kharman Shah | 781012-14-5608 | FSKTM | PhD | 013-3901210 dina@um.edu.my | | |
| | Major Kalam Pie | | Orang Asli Middle man | Bekas Pegawai Tentera | 0193285477/ kalampie@gmail.com | Kalam | |

| D Past community engagement projects completed by the Project Leader or Project Partners over the past 3 years (add lines if necessary) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|-----------------------------------|--------------------|---------------------|---|--|-----|--------|--|--------------------|---|---------------------------|--|---|---|------------------|---|---------------------|--|----------------|--|-----------|---|-------------------------------------|--|-----------------|--|-----------------------------|--|--------|--|
| | Title of Project & Name of Project Leader/ Partner involved | Type of funding | Communi ty partner | Duration of project | Output & Impact of work on community partner | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Website Development for Orphan House | Community Engagement Funding 2014 | Project Iqra | 5 Months | Orphan house involves have a website to promote their house | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Website Development and Photo Editing Workshop for Orphanage | Community Engagement Funding 2015 | Project Iqra | 9 months | Knowledge gain on how to develop and maintain website by using WordPress and photo editing by using Adobe Photoshop | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Projek Jalinan Budi – Tesco-Palestin | UMCares | UMCares | 3 Months | Learn ICT Skills | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Projek Eko-System | - | i-Club UKM | - | Improve eco-tourism | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Program Eksplorasi Ukhwah Orang Asli (JAKIM) | - | JAKIM | - | Improving bonding between JAKIM and Orang Asli | | | | | | | | | | | | | | | | | | | | | | | | | | |
| E Project focal area (select as many as are relevant) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <table border="1"> <thead> <tr> <th></th> <th>(/)</th> </tr> </thead> <tbody> <tr> <td>Health</td> <td></td> </tr> <tr> <td>Technology and ICT</td> <td>/</td> </tr> <tr> <td>Development of Enviroment</td> <td></td> </tr> <tr> <td>Maintaining the heritage and culture of the country</td> <td>/</td> </tr> <tr> <td>Entrepreneurship</td> <td>/</td> </tr> <tr> <td>Sports & Recreation</td> <td></td> </tr> <tr> <td>Social Welfare</td> <td></td> </tr> <tr> <td>Education</td> <td>/</td> </tr> <tr> <td>Risk management and disaster relief</td> <td></td> </tr> <tr> <th colspan="2">Special Project</th> </tr> <tr> <td>Special Projects UCTC - RTC</td> <td></td> </tr> <tr> <td>School</td> <td></td> </tr> </tbody> </table> | | | | | | (/) | Health | | Technology and ICT | / | Development of Enviroment | | Maintaining the heritage and culture of the country | / | Entrepreneurship | / | Sports & Recreation | | Social Welfare | | Education | / | Risk management and disaster relief | | Special Project | | Special Projects UCTC - RTC | | School | |
| | (/) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Health | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Technology and ICT | / | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Development of Enviroment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Maintaining the heritage and culture of the country | / | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Entrepreneurship | / | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sports & Recreation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Social Welfare | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Education | / | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Risk management and disaster relief | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Special Project | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Special Projects UCTC - RTC | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| School | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| F Community information | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | <p>Background information on the community partner or target group that your project intends to work with (maximum 300 words)</p> <p>The target group for this project is Orang Asli at Kampung Orang Asli Batu 12, Gombak. Orang Asli at Kg. Batu 12 consist of more than 10 <i>tribes</i>. Most of them do not have a permanent job and only depends on craft making and handling tourism activities at Batu 12 Gombak such as trekking activities.</p> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>What is the issue, problem or gap that you intend to address? (maximum 150 words)</p> <p>Proper documentation is needed to record and manage all Orang Asli information, activities and event that have been conducted to the Orang Asli. As for now, all information of Orang Asli is not properly documented so it is hard for them to keep track of their members' info. Their activities are also not properly documented so they cannot manage and keep track of their activities and events.</p> <p>Website is an important medium to increase awareness of the existence of Orang Asli and it can help the Orang Asli community to update their information such as their contact number and activities for public awareness. They also need a website to promote their source of income such as trekking activities and selling <i>mengkuang</i> crafts. By having an official website, it will help Orang Asli to increase the visibility of their products and market them to the public.</p> |
| | <p>How will you ensure that the community partner will be engaged and involved in this project? (maximum 150 words)</p> <p>Our project partner (Major Kalam Pie) has a lot of experience in collaborating with the community partner (En. Rahman Bah Tuin, Tuai/Ketua Kampung). Our project partner is responsible in engaging with the community partner. Together, they will assist in engaging with the participants (Orang Asli). We are also in the process of getting approval from Jabatan Kemajuan Orang Asli for information consent.</p> |
| | <p>Please attach documentation of the community partner's prior informed consent, including an acknowledgement that they are aware that they can withdraw from the project with due consideration and notification.</p> <p>See Appendix A.</p> |
| G | <p>Project Information</p> |
| | <p>What are the objectives of your project? (Please list in point form)</p> <ul style="list-style-type: none"> ▪ To enhance the Orang Asli's knowledge in managing documentation so they may keep track of their details, activities and events ▪ To transfer skills required for website development and photo editing so the Orang Asli may gain long life knowledge useful to assist them in promoting their events and businesses. ▪ To provide the Orang Asli with their own website that can be used to update their information and promote their products. ▪ To develop three (3) learning modules which are (1) learning to use Microsoft Office, (2) website development and (3) photo editing. These modules can be used to help the Orang Asli to operate and maintain their own website. ▪ To develop a website to store all learning materials for the Orang Asli's future reference <p>Please summarise your project plan or methodology (maximum 300 words)</p> <p>This project has four phases which are:</p> <ol style="list-style-type: none"> 1. Requirement Analysis (April - May 2016) - Identification of project assistant, content of material, instructor, and workshop date and venue. This involves discussion with project partner and community partner. 2. Module Development (June – August 2016) - Development of the module. Module will |


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| | <p>include topics such as Microsoft Office, website development, photo editing. A few consultation sessions with experts will be conducted. The website to share the learning modules will be developed.</p> <p>3. Workshop Development (September - November 2016) - A mini workshop will be conducted so the instructors can train the trainers (project assistant and tutor). A series of workshop to train the Orang Asli will be conducted.</p> <p>4. Final Analysis (December) - Instructor will follow up with the Orang Asli for post evaluation of the website development. A report on the workshop and project will be prepared.</p> |
| | <p>What is the impact of the project?</p> <ul style="list-style-type: none"> ▪ Visibility - From this project, the Orang Asli will have their own website that can benefit them in the long run; help update their activities and provide awareness of their existence. They can also use it to promote their business such as selling <i>mengkuang</i> crafts and trekking activities. ▪ Financial - Developing website and maintaining them is expensive. Through this project, the Orang Asli can design, develop and maintain their own website (cost-effective). The website is useful in promoting their village in finding volunteers and funders. ▪ Knowledge gained - The Orang Asli will gain knowledge and skills on managing documentations using Microsoft Office, develop website using Wordpress and edit pictures using Photoscape. These skills can be utilized for their future endeavours. ▪ Cost - This project can be replicated to other Orang Asli villages. Using the learning modules from the project website, our project partner or team can continue conducting future workshop elsewhere. |
| | <p>Please attach: See Appendix B:</p> <ul style="list-style-type: none"> ▪ Gantt chart of project activities ▪ Schedule of milestones and dates ▪ List of project progress indicators (e.g. number of workshops/ consultation sessions number of people involved or participating/ physical outputs from each event) <p>The priority areas of the program shall provide the following impact:</p> <ol style="list-style-type: none"> 1. Increase revenue – They can promote their business such as selling <i>mengkuang</i> crafts and trekking activities by using the website. 2. Reduce cost of living – By having a website, they do not need to promote their products door-to-door. 3. Increase productivity – Proper documentation on the <i>tribes</i> details and their activities can be compiled in the website. This is useful to assist them in information retrieval. 4. Improving the protection and safety – Before this, they have been cheated by others when selling <i>mengkuang</i> crafts via direct selling. Online business via website will reduce such risk. 5. Foster national pride – promoting their <i>mengkuang</i> crafts and their village will help the Orang Asli to preserve their history and heritage. |

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| | <p>Please list the physical outputs that will result from this project. (eg. Posters for the community/ newsletters/ booklets/ experimental farm/ products for sale)</p> <ul style="list-style-type: none"> ▪ Module of Website Development – This can be used to conduct future workshop to guide other Orang Asli villages to develop and maintain a website. ▪ Website as a reference/platform to retrieve the learning modules. ▪ Website for Orang Asli – They can have a website to promote their village/ activities/ business. ▪ Trainer Team – Consist of Orang Asli and FSKTM students that will be trained to follow the learning modules ▪ Report on community engagement. |
| | <p>Sustainability of the program</p> <p>What happens to this project after the end of this funding duration? (maximum 200 words) <i>Please describe how this component might fit into a larger project, or how it will lead to long-term engagement or collaboration. Key points to consider include: capacity-building for handover to the local community or industry partner; financial sustainability; project continuity; and/or the opportunity to replicate or upscale this project elsewhere</i></p> <p>Using the learning modules that will be shared in project website and working with the trainer team, this project can be replicated to conduct workshop to other Orang Asli villages.</p> <p>This project can be upscaled by including more advanced skills such as using programming language in developing the website.</p> <p>Working with community partners can sometimes be difficult. Please describe 2 potential problems that might arise and how you will deal with them (maximum 150 words each)</p> <ul style="list-style-type: none"> ▪ Difficulties to confirm the engagement of the community partner – Major Kalam Pie and En. Rahman Bah Tuin (Tuai/Ketua Kampung) will help in engaging the participant. ▪ Computer facilities –The workshop will be conducted in FSKTM labs since the labs are already equipped with facilities such as Internet connection for the workshop. One of the workshop (i.e. learning module: Microsoft office) will be conducted at the Orang Asli village where a few laptops will be rented. |


APPENDIX A

SURAT PERSETUJUAN

Saya, Raman Bah Tuin (nama wakil komuniti), sebagai AJK.
(jawatan) Warisan Budaya Hidup . O. Asli Gombak.
(nama organisas komuniti atau pejabat pentadbiran tempatan). Dengan ini, saya setuju / ~~tidak setuju~~
(silatandakansalahsatu) untuk menyertai dalam Program Peningkatan Kemahiran ICT (nama projek)
oleh Universiti Malaya. Projek ini diendalikan oleh Dr. Nor Liyana Mohd Shuib (nama ketua projek)
daripada Fakulti Sains Komputer dan Teknologi Maklumat, UM (nama
unit/jabatan/fakulti) dalam tempoh masa 9 bulan. Ahli ahli komuniti /
organisasi komuniti saya Bt. 12. Gombak.
(silatandakansalahsatu dan isikan nama)
telah dimaklumkan kepada saya mengenai kesediaan untuk mengambil bahagian dalam projek ini dan
juga bersetuju / ~~tidak setuju~~ (silatandakansalahsatu) untuk menyertainya. Sehubungan dengan itu,
kami sedia maklum bahawa kami boleh menarik diri daripada projek ini apabila-bila
masa mengikut budi bicara dan makluman kepada ketua projek atau ahli yang terlibat.


Tanda Tangan / Nama wakil dari komuniti
Nombor kad pengenalan: 710827-10-6345

10-3-2016
Tarikh


DR. NOR LIYANA MOHD SHUIB
Senior Lecturer
Department of Information Systems
Faculty of Computer Science & Information Technology
University of Malaya
Lembah Pantai, 50603 Kuala Lumpur

Tanda Tangan / Nama ketua projek

29/2/2016

Tarikh

APPENDIX B

1. Gantt Chart of Project Activities

| ID | Task Name | Start | Finish | Apr 2016 | May 2016 | Jun 2016 | Jul 2016 | Aug 2016 | Sep 2016 | Oct 2016 | Nov 2016 | Dec 2016 |
|----|---|------------|------------|----------|----------|----------|----------|----------|----------|----------|----------|----------|
| 1 | Analisis Keperluan | 1/4/2016 | 31/5/2016 | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| 2 | Pengenalpastian Pembantu Projek | 1/4/2016 | 15/4/2016 | ■ | | | | | | | | |
| 3 | Perbincangan dengan Rakan Komuniti | 15/4/2016 | 29/4/2016 | ■ | ■ | | | | | | | |
| 4 | Pengenalpastian Kandungan Modul | 2/5/2016 | 13/5/2016 | | ■ | ■ | | | | | | |
| 5 | Pengenalpastian Jadual dan Plan Workshop | 13/5/2016 | 31/5/2016 | | ■ | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| 6 | Laporan Analisis Keperluan | 31/5/2016 | 31/5/2016 | | | ◆ | | | | | | |
| 7 | Pembangunan Modul | 1/6/2016 | 31/8/2016 | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| 8 | Sesi Perbincangan 1 bersama Pakar | 1/6/2016 | 15/6/2016 | | ■ | ■ | | | | | | |
| 9 | Pembangunan Modul | 16/6/2016 | 29/7/2016 | | | ■ | ■ | ■ | ■ | ■ | ■ | ■ |
| 10 | Sesi Perbincangan 2 bersama Pakar | 29/7/2016 | 10/8/2016 | | | | ■ | ■ | | | | |
| 11 | Pemantapan Modul | 11/8/2016 | 31/8/2016 | | | | | ■ | ■ | ■ | ■ | ■ |
| 12 | Modul untuk Program | 31/8/2016 | 31/8/2016 | | | | | | ◆ | | | |
| 13 | Penyediaan Program | 1/9/2016 | 30/11/2016 | | | | | | ■ | ■ | ■ | ■ |
| 14 | Pengenalpastian Tutor (Pelajar dan Pensyarah) | 1/9/2016 | 15/9/2016 | | | | | | ■ | ■ | ■ | ■ |
| 15 | Persediaan Bengkel untuk Tutor | 16/9/2016 | 30/9/2016 | | | | | | ■ | ■ | ■ | ■ |
| 16 | Pembangunan Laman Web | 1/9/2016 | 28/10/2016 | | | | | | ■ | ■ | ■ | ■ |
| 17 | Penganjuran Bengkel untuk Tutor | 3/10/2016 | 3/10/2016 | | | | | | | ■ | | |
| 18 | Persediaan untuk Program (3 sesi) | 4/10/2016 | 14/10/2016 | | | | | | | ■ | ■ | ■ |
| 19 | Penganjuran Program (3 Sesi) | 17/10/2016 | 30/11/2016 | | | | | | | ■ | ■ | ■ |
| 20 | Sesi Monitoring | 31/10/2016 | 30/11/2016 | | | | | | | | ■ | ■ |
| 21 | Laporan Program | 30/11/2016 | 30/11/2016 | | | | | | | | | ◆ |
| 22 | Analisis Program | 1/12/2016 | 30/12/2016 | | | | | | | | | ■ |
| 23 | Persediaan Laporan | 1/12/2016 | 30/12/2016 | | | | | | | | | ■ |
| 24 | Laporan Akhir | 30/12/2016 | 30/12/2016 | | | | | | | | | ◆ |

Gantt Chart

2. Schedule of milestones and dates

- Report of Requirement Analysis – 31/5/2016
- Module for Website Development – 31/8/2016
- Website for Project - 28/10/2016
- Workshop Report – 30/11/2016
- Final Report – 30/12/2016

3. List of project progress indicators

| Events | Participants | Task | Outputs |
|------------------------|--|--|--------------------------------|
| Consultation Session 1 | Experts, Instructors and Project Assistant (5 persons) | Discussing module content, topic and flow. | Module Proposal |
| Consultation Session 2 | Experts, Instructors and Project Assistant (5 persons) | Combining and finalizing module content | Module for Website Development |
| Mini Workshop | Experts, Instructors, Tutors and Project Assistant (8-10 persons) | Training for Tutors and Project Assistant | Training Report |
| Workshop | Participants, Instructors, Tutors and Project Assistant (80 persons) | Development of the website | Workshop Report/Website |