

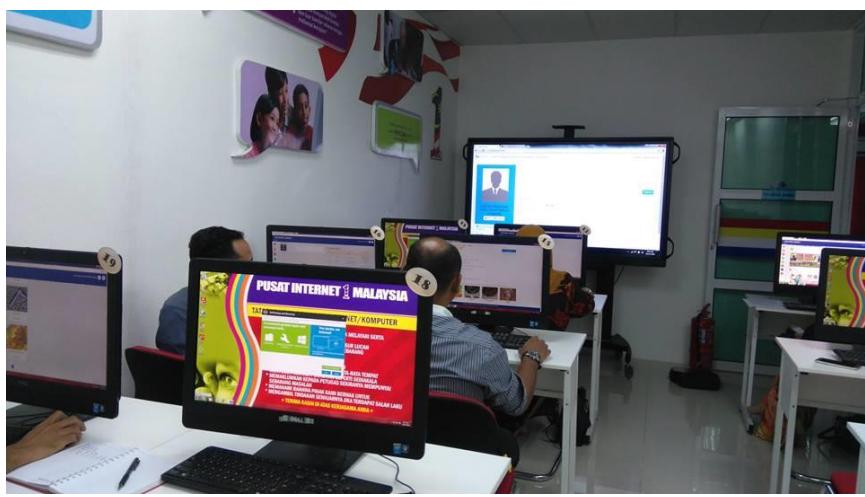
Guide for Activity Report

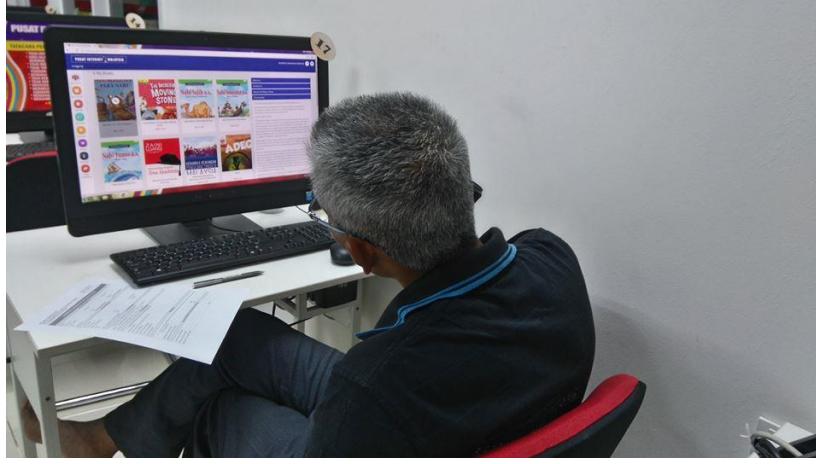
Panduan untuk Laporan Aktiviti

The purpose of this document is to provide a guide on the type of information required in the reports for RDD's newsletter, annual report, and other publications.

Tujuan dokumen ini adalah untuk menyediakan panduan bagi jenis maklumat yang diperlukan dalam laporan untuk bahan berita RDD, laporan tahunan, dan penerbitan lain.

ITEM JENIS	INFORMATION MAKLUMAT	NOTES NOTA
Name of event Nama acara / program	TAKLIMAT DASHBOARD MYSKOOL DAN MY KOMUNITI	
Date & Time Tarikh & Masa	Tarikh: 11 November 2016 Masa: 9.30 Pagi – 12.00 tengahari	
Location Lokasi	PI1M Pekan Lenggong	
Purpose Tujuan	Tujuan utama memberi taklimat dashboard berkaitan dengan My Skool dan My Komuniti kepada wakil sekolah dan juga wakil dari PBT sekitar lenggong dan raban	
Details of recipients Butiran Penerima	Lebih kurang 12 orang yang hadir	
Details of contribution Butir-butir berkaitan dengan aktiviti	-..	
Benefits of the contribution Kebaikan / kelebihan aktiviti	<ol style="list-style-type: none"> 1. Untuk mendapat id bagi kegunaan PBT dan juga wakil sekolah bagi kegunaan mereka di dalam system dashboard 2. Dapat mempromosikan PI1M dan Dashboard PI1M 	
Name of VIP Nama VIP	-	
Name of guest VIP Nama tetamu daripada VIP	-	
Main execution Pelaksanaan aktiviti utama	-	
Supporting activities Aktiviti Sokongan	-	
Other participants Peserta Lain	-	
Photo caption Keterangan gambar		

ITEM JENIS	INFORMATION MAKLUMAT	NOTES NOTA
	 A photograph showing five individuals standing in a row against a red wall. From left to right: a woman in a white hijab and a green patterned skirt; a woman in a yellow hijab and a black floral dress; a man in a blue shirt and dark trousers; a man in a dark polo shirt and dark trousers; and a man in a light blue button-down shirt and dark trousers. They are standing on a white tiled floor with a red patterned rug in front of them. A white air conditioning unit is mounted on the wall above them.	
	 A photograph of a computer lab. Several people are seated at desks, working on desktop computers. The screens show various software interfaces, including what appears to be a voter registration system. The room has white walls decorated with colorful educational posters. The desks are white, and the overall environment is a typical classroom or training center.	

ITEM JENIS	INFORMATION MAKLUMAT	NOTES NOTA
		
Photo caption names Keterangan gambar berserta nama		
Translation Terjemahan		
Supporting documents Dokumen Sokongan		

**PLEASE SUBMIT YOUR WRITTEN REPORT & PHOTOS BASED ON THIS GUIDE TO THE
CONTENT APPLICATION DEVELOPMENT DEPARTMENT WITHIN ONE WEEK OF THE
EVENT**

**SILA KEMUKAKAN LAPORAN BERTULIS & GAMBAR-GAMBAR BERLANDASKAN
PANDUAN YANG DIBERIKAN DAN HANTAR KE JABATAN PEMBANGUNAN APLIKASI
KANDUNGAN DALAM TEMPOH SEMINGGU SELEPAS ACARA / PROGRAM
BERLANGSUNG**