

Academic Guidebook

**Diploma Engineering
Technology Product Design**
Institut Kemahiran Tinggi PERDA (PERDA-TECH)



Foreword

Greetings and welcome

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Congratulations on your successful admission to the Diploma in Engineering Technology Product Design programme at Institute Kemahiran Tinggi PERDA (PERDA-TECH). Your enrolment marks the beginning of an exciting journey toward becoming a skilled technologist in the dynamic and ever-evolving field of product design.

This programme is carefully structured to equip you with technical knowledge, design skills, creativity, and critical thinking—key attributes sought by today’s manufacturing and design industries. You will also be exposed to entrepreneurship, communication, and problem-solving skills that are essential in the era of the Fourth Industrial Revolution (IR 4.0).

This guidebook is designed to provide you with essential information about the programme structure, courses offered, learning pathways, and important guidelines for your final year project and industrial training. We hope this guide serves as a useful reference throughout your academic journey at PERDA-TECH.

At the Manufacturing Technology Department, we are committed to delivering quality education and strong support to help you grow both personally and professionally. Take full advantage of this opportunity to shape a successful future in innovative and competitive product design.

Wishing you all the best in your studies and experiences ahead.

“Towards Innovative and Competitive Product Design”

Thank you.

[ISKANDAR HASZMAN BIN ISMAIL]

Head of Department

Manufacturing Technology Department

Institute Kemahiran Tinggi PERDA (PER DA-TECH)

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1.0 Introduction to the Institution

Institut Kemahiran Tinggi PERDA (PERDA-TECH) is a premier Technical and Vocational Education and Training (TVET) institution under the Penang Regional Development Authority (PERDA). Established with the mission to provide quality technical education and to produce skilled graduates who are competitive in the workforce, PERDA-TECH is committed to supporting Malaysia's aspiration to become a high-income, industrialised nation.

Located in Kampus Tetap PERDA-TECH, Bukit Panchor, Nibong Tebal, Pulau Pinang, the institution offers a wide range of diploma-level programmes in engineering technology and manufacturing-related fields. These programmes are aligned with national TVET frameworks and industry standards to ensure relevance, employability, and excellence.

PERDA-TECH emphasises hands-on learning, industry exposure, and real-world problem-solving through practical training, final year projects, and industrial placements. With experienced academic staff, well-equipped laboratories, and strong partnerships with industry and universities, students at PERDA-TECH are guided to become competent, innovative, and ethical technologists.

The institution's commitment to lifelong learning, innovation, and entrepreneurship continues to empower students to pursue not only career success but also further studies and personal growth.

2.0 Vision & Mission of PERDA-TECH

2.1 Vision.

- To be a leading TVET institution that produces competent, innovative, and industry-relevant technologists.

2.2 Mission.

- To provide high-quality Technical and Vocational Education and Training (TVET) that meets industry standards.
- To nurture graduates with strong technical skills, creative thinking, and ethical values.
- To strengthen collaboration with industry partners and stakeholders for continuous improvement.
- To support national development through skilled workforce enhancement and lifelong learning opportunities.

3.0 Introduction

Welcome to the Diploma in Engineering Technology Product Design at Institute Kemahiran Tinggi PERDA (PERDA-TECH). This guidebook has been developed specially to support you as a new student in understanding the structure, expectations, and opportunities of the programme you have enrolled in.

As a student in this diploma programme, you are entering a field that integrates creativity, innovation, and technical expertise to design and develop products that meet real-world needs. This course blends theoretical knowledge with practical experience in product design, manufacturing processes, computer-aided design (CAD), and engineering problem-solving. Your journey will involve hands-on projects, industry engagement, and exposure to current technologies aligned with the demands of Industry 4.0.

3.1 Purpose of This Guidebook

The primary purpose of this guidebook is to provide you with:

- ❖ A clear overview of the programme, its structure, and learning outcomes.
- ❖ Information on academic regulations, key milestones, and student responsibilities.
- ❖ Guidelines on Final Year Projects (FYP), Industrial Training, and assessment systems.
- ❖ Insight into the skills and competencies you are expected to develop throughout the programme.
- ❖ Supportive information on available facilities, resources, and student services.
- ❖ It is intended to serve as a reference throughout your studies, helping you make informed decisions, stay on track, and engage fully in your academic and personal development at PERDA-TECH.

Who Should Use This Guidebook

This guidebook is especially useful for:

- ❖ New students beginning their studies in the programme.
- ❖ Academic advisors or mentors providing guidance to students.
- ❖ Anyone seeking a better understanding of the diploma structure and objectives.
- ❖ We encourage you to read this guide thoroughly and keep it accessible throughout your studies. It is not just an orientation tool, but also a roadmap for navigating your diploma journey effectively.

4.0 Product Design Engineering Technology

The Diploma Engineering Technology Product Design is a dynamic and industry-driven programme that combines engineering principles with creative product development. It focuses on designing products that are functional, innovative, and ready for manufacturing, considering both user needs and industrial requirements.

This programme prepares students to become technically skilled and creative technologists who can contribute to the design and development process in sectors such as consumer products, automotive, furniture, electronics, and industrial equipment.

4.1 Areas of Study

Throughout your three-year diploma programme, you will be exposed to a wide range of core subjects and technical competencies, including:

- ❖ Engineering Drawing & CAD (Computer-Aided Design)
- ❖ Product Design Process & Prototyping
- ❖ Materials and Manufacturing Technology
- ❖ Ergonomics and Aesthetics
- ❖ Mechanical Design Principles
- ❖ Solid Modeling and Simulation
- ❖ Sustainable Design
- ❖ Design for Manufacturing (DFM)
- ❖ Technical Communication and Project Management
- ❖ Final Year Project (FYP) and Industrial Training

This blend of theory and practical training will enable you to design products that meet real-world challenges and industry expectations.

4.2 Career Opportunities

Graduates of this programme can explore a variety of roles across multiple industries. Possible job titles include:

- ❖ Product Design Technologist
- ❖ CAD Technician / CAD Designer
- ❖ Design and Development Assistant
- ❖ Product Testing and Quality Inspector
- ❖ Technical Illustrator or 3D Modeler
- ❖ Prototype Technician
- ❖ Assistant Industrial Designer
- ❖ Manufacturing Support Technologist
- ❖ Design Consultant (Junior level)

You may find employment in industries such as:

- ❖ Consumer Electronics
- ❖ Furniture Design & Manufacturing
- ❖ Automotive Components
- ❖ Engineering and Fabrication Services
- ❖ Packaging and Tooling
- ❖ Startups and Design Studios

4.3 Pathway to Higher Education

Graduates of this diploma programme are eligible to pursue further studies in local and international higher education institutions. Among the most common and relevant progression routes are:

- Bachelor of Engineering Technology (Hons.) in Product Design – Universiti Malaysia Perlis (UniMAP)
- Bachelor of Engineering Technology (Hons.) in Industrial Design / Mechanical Design / Manufacturing – Universiti Kuala Lumpur (UniKL)
- Bachelor of Industrial Design (Hons.) / Product Design / Creative Design – Universiti Teknologi MARA (UiTM), Universiti Sains Malaysia (USM), and others
- Overseas Bachelor's Degree Programmes via credit transfer

PERDA-TECH maintains close ties with industry and academia, supporting students in securing credit transfer and pathway opportunities to ensure a smooth transition into degree-level programmes.

5.0 Outcome-Based Education (OBE) in Product Design

Engineering

5.1 What is Outcome-Based Education (OBE)?

Outcome-Based Education (OBE) is a student-cantered learning model that focuses on what students are expected to achieve by the end of the learning process. It ensures that all teaching and assessment activities are aligned with specific outcomes, so that students gain the knowledge, skills, and attitudes necessary for their careers and future studies.

In the Diploma in Engineering Technology (Product Design) programme, OBE is used to ensure that graduates are competent, industry-ready, and capable of solving real-world design problems.

5.2 Key Components of OBE

1. Programme Educational Objectives (PEO)

- ❖ Broad goals describing what graduates are expected to achieve within a few years after graduation.

2. Programme Outcomes (PO)

- ❖ Specific competencies students should demonstrate upon completing the programme. These are aligned with the Malaysian Qualifications Framework (MQF) and ETAC (Engineering Technology Accreditation Council) standards.

3. Course Learning Outcomes (CO)

- ❖ Outcomes for each course, which directly contribute to achieving the POs.

4. Teaching and Learning Activities (TLA)

- ❖ Methods such as lectures, projects, lab work, and group discussions designed to help students meet the outcomes.

5. Assessment Methods (AM)

- ❖ Quizzes, assignments, presentations, practical work, and exams are used to evaluate how well students meet the CLOs and PLOs.

5.3 ETAC's Key Learning Outcome Domains for Engineering Technology Programmes:

ETAC categorizes learning outcomes into several domains that a graduate must demonstrate competence in:

1. **Technical Knowledge and Skills**
 - ❖ Ability to apply core engineering technology concepts, design, and problem-solving skills relevant to product design.
2. **Problem Analysis and Solution**
 - ❖ Competence in identifying, formulating, and solving engineering technology problems using appropriate techniques.
3. **Practical Skills and Application**
 - ❖ Capability to use modern engineering tools, software (e.g., CAD), and laboratory techniques effectively.
4. **Communication Skills**
 - ❖ Proficiency in oral, written, and graphical communication to convey ideas clearly and professionally.
5. **Teamwork and Leadership**
 - ❖ Ability to work collaboratively in multidisciplinary teams and assume leadership roles when required.
6. **Ethics and Professionalism**
 - ❖ Understanding and application of ethical principles and professional responsibilities in engineering technology practices.
7. **Lifelong Learning**
 - ❖ Commitment to continuous self-improvement and adapting to emerging technologies and industry trends.
8. **Entrepreneurship and Management**
 - ❖ Basic knowledge of project management, economic principles, and entrepreneurial skills relevant to the engineering technology field.

6.0 Department organization chart



7.0 Program Education Outcome (PEO)

<i>PEO</i>	<i>Description</i>	<i>Measurement</i>	<i>KPI</i>
<i>PEO1</i>	Graduates are competence in product design engineering and technology field as demonstrated through career progression.	50% of graduates are working in respective engineering or chosen fields with salary $\geq$ RM2,000.00	50%
<i>PEO2</i>	Graduates who are involved in community or professional organization and make contribution towards society.	40% of graduates who are members of professional bodies or other societies	40%
<i>PEO3</i>	Producing human capital with entrepreneurial values and/ or the ability to pursue lifelong learning for career development.	10% of graduates pursue higher education and/or engage in entrepreneurial activities.	10%

7.1 Program Education Outcome VS Program Outcome (PEO VS PO)

PO	CLUSTER	PROGRAME OUTCOMES	P E O	P E O	P E O
PO 1	Knowledge	Apply knowledge of applied mathematics, applied science, computing and engineering fundamentals and an engineering specialisation as specified in DK1 to DK4 respectively to wide practical procedures and practices;	/		
PO 2	Problem analysis	Identify and analyse well-defined engineering problems reaching substantiated conclusions using codified methods of analysis specific to their field of activity (DK1 to DK4);	/		
PO 3	Design/development of solutions	Design solutions for well-defined technical problems and assist with the design of systems, components or processes to meet specified needs with appropriate consideration for public health and safety, as well as cultural, societal, and environmental considerations as required (DK5);	/		
PO 4	Investigation	Conduct investigations of well-defined problems; locate and search relevant codes and catalogues, conduct standard tests and measurements (DK8);	/		
PO 5	Tool Usage	Apply appropriate techniques, resources, and modern engineering computing and IT tools to well-defined engineering problems, with an awareness of the limitations (DK2 and DK6);	/		
PO 6	The Engineering Technician and the World	Consider sustainable development impacts* to: society, the economy, sustainability, health and safety, legal frameworks, and the environment, in solving well-	/		

		defined engineering problems (DK1, DK5, and DK7);			
PO 7	Ethics	Understand and commit to professional ethics and responsibilities and norms of technician practice and including compliance with national and international laws. Demonstrate an understanding of the need for diversity and inclusion; (DK9)			/
PO 8	Individual and Collaborative Team Work	Function effectively as an individual, and as a member in diverse and inclusive teams in multidisciplinary, face-to-face, remote and distributed settings; (DK9)		/	
PO 9	Communications	Communicate effectively and inclusively on well-defined engineering activities with the engineering community and with society at large, by being able to comprehend the work of others, document their own work, and give and receive clear instructions;		/	
PO 10	Project Management and Finance	Demonstrate awareness of engineering management principles as a member or leader in a technical team and to manage projects in multidisciplinary environments;			/
PO 11	Life Long Learning	Recognize the need for, and have the ability for i) independent and life-long learning and ii) critical thinking in the face of specialised technical knowledge; (DK8);			/

Academic Structure

YEAR	FIRST			SECOND		THIRD	
SEM	1	2	3	4	5	6	
DISCIPLINE CORE	Manufacturing Process (DPD2123)	Computer Aided Design (DPD2133)	3D Prototyping (DPD 2163)	Machine Components Design (DPD 2142)	CAD/CAM (DPD2222)	INDUSTRIAL TRAINING (DPD3010)	
	Design Visual Communication (DPD1242)	Engineering Workshop (DPD1033)	Advanced CAD (DPD2263)	Manufacturing Laboratory (DPD2232)	Final Project (DPD 3204)		
	Engineering Drawing (DPD1073)		Aesthetics and Conceptual Design (DPD1253)	Ergonomics (DPD 2273)			
				Product Design and Development (DPD 2193)			
COMMON CORE	Safety and Health in Workplace (DPD1262)	IoT Application & Ai (DGE2173)	Engineering Materials (DPD 1083)	Pneumatic & Hydraulic System (DPD 2183)	Design for Manufacture & Assembly (DPD 3283)		
	Engineering Science (DGE1033)	Statics & Dynamics (DPD1053)	Strength of Material (DPD2322)	Fundamental of Electric & Electronics (DPD 1093)			
Pembangunan Peribadi	Preparatory English (DGE1042)	Pre-Engineering Mathematics (DGE2023)	Bahasa Kebangsaan A (MPU2212) / Etika Professional (MPU 2232)	English for Professional Communication (DGE 2052)	Undang-undang Keluarga Islam (MPU 2322)/ KIAR (MPU 2332)		
	Technical Mathematics (DGE 1013)	Penghayatan Etika dan Peradaban (MPU 2173)	Technopreneurship (DGE2112)		Ko-Kurikulum (DCR 3012)		
UNITS	18	18	17	17	15	10	
TOTAL UNITS	95						

8.0 Final Year Project (FYP)

8.1 Purpose

The Final Year Project (FYP) is an essential component of the Diploma in Engineering Technology Product Design programme. It provides students with the opportunity to apply the knowledge and skills they have acquired throughout their studies to a real-world design or engineering problem. The FYP aims to:

- ❖ Develop students' abilities in project planning, research, design, and problem-solving.
- ❖ Enhance practical skills and creativity in product development and engineering technology.
- ❖ Foster independent learning, critical thinking, and effective communication.
- ❖ Prepare students for professional work or further study by simulating industry-relevant project experience.

8.2 Requirements & Implementation Guidelines

1. Eligibility

- ❖ Students must have completed at least 80% of their coursework before registering for the FYP.
- ❖ Students should have fulfilled all prerequisite courses related to design and technical skills.

2. Project Proposal

- ❖ Students must submit a project proposal outlining the problem statement, objectives, methodology, and expected outcomes.
- ❖ The proposal must be approved by the FYP coordinator and assigned supervisor.

3. Project Duration

- ❖ The FYP typically spans one semester (approximately 16 weeks).
- ❖ Students are expected to manage their time effectively to complete all phases: research, design, development, testing, and reporting.

4. Supervision

- ❖ Each student or project team will be assigned a supervisor from the academic staff to provide guidance and support.
- ❖ Regular progress meetings and consultations with the supervisor are mandatory.

5. Assessment

- ❖ Evaluation includes the quality of the final product or design, project report, presentation, and demonstration.
- ❖ Peer and supervisor assessments may also be included.
- ❖ Academic integrity and originality of work are strictly enforced.

6. Deliverables

- ❖ A comprehensive project report documenting the entire project process.
- ❖ A prototype or working model (if applicable).
- ❖ A final presentation and demonstration before a panel of examiners.

8.3 Industrial Training (Latihan Industri)

Duration

- ❖ The Industrial Training programme lasts for a minimum of 5 months.
- ❖ It is typically undertaken during the final semester or immediately after completing the academic coursework.
- ❖ Students are expected to commit full-time to gain in-depth practical experience.

8.4 Location

1. Placements are arranged at reputable companies or organisations relevant to Product Design, Mechanical Engineering, Engineering Technology, and Manufacturing fields.
2. These include manufacturing companies, design firms, engineering consultancies, mechanical workshops, and research centres.
3. PERDA-TECH maintains strong industry partnerships to support student placements.

8.5 Assessment

- ❖ Students must maintain a logbook or daily journal detailing their training activities and learning outcomes.
- ❖ A comprehensive final industrial training report is required, summarizing tasks performed, skills acquired, and challenges encountered.
- ❖ Industry supervisors evaluate student performance based on technical skills, professionalism, attitude, and contribution.
- ❖ Academic supervisors may visit or liaise with industry supervisors to monitor student progress and provide guidance.
- ❖ The final grade for Industrial Training combines assessments from both the industry and academic supervisors.

8.6 Grading and Evaluation at PERDA-TECH

8.6.1 Grading Scale

GRADE	GRADE POINT (GP)	PERCENTAGE RANGE	DESCRIPTION
A	4.00	80% – 100%	Excellent
A-	3.67	75% – 79%	Very Good
B+	3.33	70% – 74%	Good
B	3.00	65% – 69%	Satisfactory
B-	2.67	60% – 64%	Fairly Satisfactory
C+	2.33	55% – 59%	Marginal Pass
C	2.00	50% – 54%	Pass
D	1.00	40% – 49%	pass
F	0.00	Below 40%	Fail

8.6.2 Evaluation Methods

1. Continuous Assessment (CA): Includes quizzes, assignments, projects, presentations, and practical work. Usually contributes 40–60% of the final course mark.
2. Final Examination: Written or practical exam held at the end of the semester, typically contributing 40–60% of the final mark.
3. Practical/Workshop Assessment: For lab-based courses, performance and participation in practical sessions are assessed.
4. Final Year Project & Industrial Training: Evaluated based on reports, presentations, supervisor assessments, and project outcomes.

8.6.3 Grade Point Average (GPA) and Cumulative GPA (CGPA)

1. GPA is calculated each semester based on the grades and credit hours of courses taken.
2. CGPA is the overall grade point average accumulated throughout the programme.
3. A minimum CGPA of 2.00 is required to graduate.

8.6.4 Remarks

1. Students who fail a course (grade D or F) must retake the course or an equivalent before progressing.
2. Grade improvement opportunities may be available depending on PERDA-TECH policies.
3. Academic probation may be applied to students with low CGPA, requiring improvement within a set period.

8.6.5 GPA (Grade Point Average)

GPA is the average of your grade points for a single semester or term.

Steps to calculate GPA:

1. Convert your letter grades to grade points.
 - A = 4.0
 - B = 3.0
 - C = 2.0
 - D = 1.0
 - F = 0.0
2. Multiply each grade point by the credit hours of that course.
3. Add up all the grade points $\times$ credit hours for all courses in the semester.
4. Add up all the credit hours taken that semester.
5. Divide total grade points by total credit hours.

8.6.5.1 CGPA (Cumulative Grade Point Average)

CGPA is the overall GPA across multiple semesters.

Steps to calculate CGPA:

Calculate GPA for each semester.

1. Multiply each semester's GPA by the total credit hours of that semester.
2. Add up all the weighted GPA points ($\text{GPA} \times \text{credit hours}$) from all semesters.
3. Add up all the credit hours from all semesters.
4. Divide total weighted GPA points by total credit hours.

Example: Calculate GPA for Semester 1

Course	Credit Hours	Grade	Grade Point (4.0 scale)	Credit $\times$ Grade Point
Math	3	A	4.0	$3 \times 4.0 = 12$
Physics	4	B	3.0	$4 \times 3.0 = 12$
Chemistry	3	C	2.0	$3 \times 2.0 = 6$

$$\text{Total Credit Hours} = 3 + 4 + 3 = 10$$

$$\text{Total Grade Points} = 12 + 12 + 6 = 30$$

$$\text{GPA Semester 1} = 30 / 10 = 3.0$$

Example: Calculate GPA for Semester 2

Course	Credit Hours	Grade	Grade Point (4.0 scale)	Credit $\times$ Grade Point
English	3	B	3.0	$3 \times 3.0 = 9$
Biology	4	A	4.0	$4 \times 4.0 = 16$
History	3	B	3.0	$3 \times 3.0 = 9$

$$\text{Total Credit Hours} = 3 + 4 + 3 = 10$$

$$\text{Total Grade Points} = 9 + 16 + 9 = 34$$

$$\text{GPA Semester 2} = 34 / 10 = 3.4$$

Calculate CGPA for the two semesters:

- Total credit hours for both semesters = $10 + 10 = 20$
- Total weighted grade points = $(3.0 \times 10) + (3.4 \times 10) = 30 + 34 = 64$

Calculate CGPA for the two semesters

- Total credit hours for both semester = $10 + 10 = 20$
- Total weight grade points = $(3.0 \times 10) + (3.4 \times 10) = 30 + 34 = 64$
- $\text{CGPA} = \frac{64}{20} = 3.2$

Final Results

- Semester 1 GPA = 3.0
- Semester 2 GPA = 3.4
- CGPA after 2 semesters = 3.2

9.0 Facilities at PERDA-TECH for Students

To support your learning experience and professional development, Institute Kemahiran Tinggi PERDA (PERDA-TECH) provides a variety of facilities equipped with modern technology and resources:

1. Design and Engineering Laboratories

- Fully equipped CAD labs with the latest design software (e.g., AutoCAD, SolidWorks, Fusion 360)
- Prototyping and model-making workshops with 3D printers, laser cutters, and CNC machines
- Material testing and quality control labs for hands-on practical sessions

2. Computer Labs and IT Resources

- High-performance computers with engineering and design applications installed
- Reliable Wi-Fi connectivity across campus
- Access to online learning platforms and digital libraries

3. Final Year Project (FYP) Workshop

- Dedicated space with tools and equipment to develop and test final year project prototypes
- Support from academic staff and technical officers

4. Library and Learning Resource Centre

- Extensive collection of textbooks, journals, and technical manuals related to engineering and product design
- Study areas with quiet zones and group discussion rooms
- Access to e-books, online databases, and research journals

5. Industrial Training and Career Services

- Strong industry links facilitating internships and job placements
- Career counselling and guidance sessions to prepare students for the workforce

6. Student Common Areas and Facilities

- Student lounges and recreational spaces for relaxation and social activities
- Cafeteria serving a variety of meals and refreshments
- Prayer rooms and multipurpose halls for events and seminars

10.0 Code of Ethics & Academic Regulations at PERDA-TECH

1. Student Discipline

- All students must comply with the rules set by the institution and demonstrate respectful behavior towards lecturers, staff, and fellow students.
- Any behavior that disrupts the teaching and learning process, such as smoking in prohibited areas, making noise, or bringing prohibited items, is strictly forbidden.
- Violations of discipline may result in disciplinary actions including written warnings, suspension, or expulsion from the institution.

2. Attendance

- A minimum attendance of 80% in each course is compulsory to be eligible to sit for examinations.
- Attendance is calculated based on participation in lectures, laboratories, workshops, and industrial training.
- Students who are absent must submit a permission letter or valid reason to the department within the stipulated time.
- Low attendance without a valid reason may lead to failure in the course.

3. Plagiarism and Academic Integrity

- Plagiarism, which is copying someone else's work without proper acknowledgment, is a serious offense and will be subject to disciplinary action.
- All assignments, reports, and projects must be the student's original work or properly cited if using other sources following the prescribed referencing format.
- Lecturers have the right to use plagiarism detection software to verify the originality of students' work.
- Disciplinary actions for plagiarism cases may include failing the course, redoing the assignment, or suspension from the institution.



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