



UNIVERSITI ISLAM MALAYSIA

NOTES ON SUPERVISOR-GRADUATE MEMBER MEETING

(Please fill-up this form whenever an interaction* is made between the Supervisor and the Graduate Member. This record is a part of supervision best practices and it constitutes a part of Term-end evaluation material. Please ensure both the Supervisor and Graduate member sign below)

(*An interaction can be face-to-face, on-line learning platform or communication, email, telephone, etc.)

| | | | |
|---|--|------------------|--|
| Name of Graduate Member | | | |
| Degree Programme | | | |
| Name of Supervisor | | | |
| Title of the Research (State the <i>Working Title</i> if the research proposal is in progress) | | | |
| Date of Meeting | | Place of Meeting | |

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| Aim or Purpose of meeting |
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| Document submitted for meeting (Write full title - e.g. Draft of Chapter 3 – Research Methodology; or a published article, a draft of written article/write-up, etc.) |
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| Comments of Supervisor (Clearly jot the comments or areas for improvement) |
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| Next Meeting Date: |
| Assignment for Next meeting |
| |
| Document to be submitted for the next meeting |
| |

Supervisor's Signature

Graduate Member's Signature

Date:

Date: