

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 | 'GAMES ONLINE- WORD SEARCH KLIK DENGAN BIJAK | |
| Date & Time Tarikh & Masa | 1/12/2016 & 2.30 P.M | |
| Location Lokasi | PI1M PAHI, KUALA KRAI, KELANTAN. | |
| Purpose Tujuan | <i>Mengisi masa lapang ahli PI1M Pahi sebagai salah satu aktiviti sempena cuti sekolah.</i> | |
| Details of recipients Butiran Penerima | <ul style="list-style-type: none"> 1) Nur izatul asyikin 2) Tengku Haikal 3) Siti alya najwa 4) Aishah umairah 5) Nurul asyikin 6) Nurul erysya 7) Nur alissa nabella 8) Haslindawaty 9) Al-bukhari 10) Nurul syafiqah | |
| Details of contribution Butir-butir berkaitan dengan aktiviti | TIADA | |
| Benefits of the contribution Kebaikan / kelebihan aktiviti | <i>Peserta diuji dengan mencari perkataan berkaitan klik dengan bijak secara atas talian. 2 peserta terpantas dipilih sebagai pemenang.</i> | |
| Name of VIP Nama VIP | TIADA | |
| Name of guest VIP Nama tetamu daripada VIP | TIADA | |
| Main execution Pelaksanaan aktiviti utama | | |
| Supporting activities Aktiviti Sokongan | | |
| Other participants Peserta Lain | | |

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|---|--|---------------|
| <p>Photo caption Keterangan gambar</p> |  <p><i>Pendaftaran peserta 'Games KDB Online'</i></p>  <p><i>Peserta sedang sibuk mencari perkataan berkaitan klik dengan bijak .</i></p> | |

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|---------------|--|---------------|
| |  A close-up photograph of a young boy with dark hair, wearing a red and white striped shirt. He is looking towards the camera while using a computer mouse. Other children are visible in the background, also interacting with computers. | |
| |  A wider photograph showing several students and a teacher in a classroom setting. The students are using desktop computers, and one student in the foreground is wearing a blue hijab. A teacher, wearing a brown hijab, is seated at a desk. A vase of flowers is on the desk, and there are large numbers (7, 8, 9) on the wall. | |

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|---|---|---|
| |  <p>Pemenang menerima hadiah.</p> | |
| Photo caption names Keterangan gambar berserta nama | | |
| Translation Terjemahan | | |
| Supporting documents Dokumen Sokongan | | <i>Enclose as attachment Sebagai lampiran</i> |

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