

Project code :
(for RCMO use only)

 UNIVERSITI SAINS MALAYSIA		RU GRANT PROGRESS REPORT FORM
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Please tick (✓) the appropriate box

Report Period	12 Months	24 Months	36 Months	>36 Months

A	Project Details
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1. Title:
2. Account Number:
3. Project Leader :
4. Co-researchers :
5. Duration :
 - a) Start Date :
 - b) Completion Date :
 - c) Duration :
 - d) Revised Date (if any) :

6. Budget & Expenditure
(Please attach the latest financial statement)

Budget	Year 1	Year 2	Year 3	Total
Approved				
Received to date				
Expenditure to date				
% of expenditure*				
Balance				

* Please provide the reasons/justifications/problems encountered if percentage of expenditure is below 60%

B	Research Progress
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7. Project Objective

No.	Project Objective	Achievement
1		
2		
3		
4		
5		
6		

8. Research Activities

(Please state the summary of research findings, results, time involved, expenditure, problems, etc.)

9. Milestone Achievement

(Please list down all the project milestone)

	Milestone Description	Original Schedule		Progress/Achievement <i>(please provide justification if the milestone is not achieved as scheduled/planned)</i>
		Month	Year	
M1				
M2				
M3				
M4				
M5				
M6				

10. If any milestone above was not achieved as scheduled/planned or need revision, please provide the reasons/justifications/problems encountered.

11. Overall progress attained in regards to the milestones (please ✓).

Percentage			
0 - 25	25 - 50	51 - 75	76 - 100

C	Research Output
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12. Expected Results/Benefits from this research (as stated in the project proposal/RUI offer letter)

No.	Category/Number	20__	20__	20__	20__	Total
1.	Research Publications					
2.	PhD & Master Students (by research)					
3.	Patents					
4.	Specific/Potential Applications					
5.	Networking & Linkages					
6.	Possible External Research Grants to be Acquired					

13. Publication(s) of peer-reviewed journals arising directly from this particular research project.
(Please **attach a full copy of the publication** and/or the letter of acceptance. All listed publications must acknowledge USM RU's support fund by providing the specific account grant no.)

No.	Latest Status of Publication (Published/accepted/under review/under preparation)	Authors	Title of Article/Journal (complete with year, volume, pages, etc.)	Acknowledges USM RU grant (Yes/No)	Indexed (ISI/SCOPUS/ Others)

14. Recognized national/international conference(s) in which papers related to this research project were delivered.
(Please attach a copy of each conference abstract)

No.	Conference Name	Title	Date/Place	Level (International/ National)	Acknowledges USM RU grant (Yes/No)

15. Human Capital Development

Human Capital	Status (no.)				Name
	On Going		Graduated		
	National	International	National	International	
PhD					
MSc					
Undergraduate					
Research Officer					
Research Assistant					
Others (<i>please specify</i>)					

16. Other research output/impact from this project.
(*patents, awards, copyright, etc.*)

Signature of Project Leader:

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Date:

D	Comments, if any / Endorsement by PTJ
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Name :

Signature :

Date :