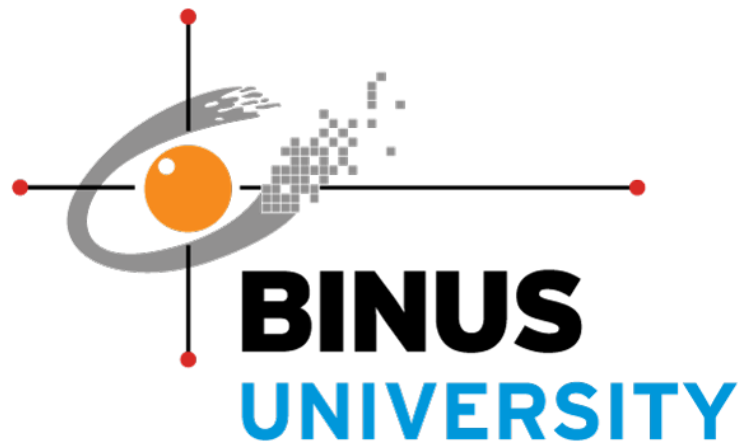


User Manual Student Activity - Student



Software Solution – Group 7

IT Division Bina Nusantara

Jakarta

2025

1. Propose Achievement

Halaman ini dapat diakses oleh mahasiswa melalui **Fostering > Achievement > Propose Achievement**. Pada halaman ini mahasiswa/staff dapat mengajukan lomba yang diikuti oleh mahasiswa agar mendapatkan SAT Point.

The screenshot shows a web form titled "Propose Achievement". It contains several input fields and dropdown menus:

- Submitted as Student ID:** Text input with value "2602100562".
- Student Full Name:** Text input with value "GRIVEN NATHANAEI".
- Department/Study Program:** Text input with value "Computer Science".
- Campus:** Text input with value "Binus Alam Sutera".
- Delegate or Represent Competitions/Matches/Competition from:** Dropdown menu with value "Please choose what delegation you represent".
- Is there any academic supervisor?:** Dropdown menu with value "Select...".
- Competition Name:** Dropdown menu with value "Choose an available competition, or click 'Others'".
- Sub-Competition Name:** Dropdown menu with value "Please Select Competition Name first".
- Please choose the achievement you have gained:** Dropdown menu with value "Select...".
- Please State Your Side Achievement/Competition Category:** Text input with value "Enter Your Side Achievement/Competition Category".

At the bottom, there is a note: "Example: Gold Medal pada Kategori Renang Indah 1000 meter. 0/50 characters".

(Tampilan Propose Achievement 1)

The screenshot shows the lower portion of the "Propose Achievement" form:

- Achievement Category:** Dropdown menu with value "Select...".
- Start Date:** Date picker with value "Choose date".
- End Date:** Date picker with value "Choose date".
- Organizer:** Text input with value "Enter the organizer's full name, not an acronym." and an example: "Ministry of Higher Education, Science, and Technology of the Republic of Indonesia".
- Competition Level:** Dropdown menu with value "Select...".
- Total numbers of participants:** Text input with value "Enter the total number of participants." and an example: "100".
- Team/Individual:** Dropdown menu with value "Select...".
- Please state the name of city/province of the participant:** Text input with value "Enter the host city/province name." and an example: "Surabaya/Jawa Timur".
- Total countries of the participants:** Text input with value "Enter the Total of the countries of the participants".
- Please state the name of countries of the participant:** Text input with value "Enter the name of the countries of the participant".

(Tampilan Propose Achievement 2)

Additional Note *

In this tab, please provide any necessary details to assist with the verification process of this achievement report. You can write in Indonesian or English.

Example:

- The competition committee only provided a medal, not a winner's certificate.
- The competition photo shows 2 students, but the team consisted of myself (Caroline) and one teammate, Chandra from Harvard University.

Challenges Encountered *

Write down the challenges you faced during the competition. You can write in Indonesian or English.

Required Supports

Write down the support you need to re-enter this competition, or a similar one, to achieve the same or better results.

Lesson Learned *

Based on your experience, state the principles, best practices, or new knowledge you will apply in the next competition to achieve better results.

(Tampilan Propose Achievement 3)

Photo of medal/trophy *

File Add file

Upload a photo of your medal, trophy, or similar award.
Allowed file formats: JPG, JPEG, PNG, GIF (max size 2MB).

Competition/tournament certificate *

File Add file

Upload the award certificate/similar proof of achievement.
Allowed file formats: PDF, DOC, DOCX (max size 2MB).

Link of competition/tournament website/social media *

Input the competition official web/social media link

Binus Graduate Attribute

Social Awareness
 Initiative
 Collaboration
 Growth Mindset
 Adaptability
 Critical and Creative Thinking
 Applied Management Skills
 Digital & Technology Fluency
 Global Standard Technical Competencies

Does this achievement is an academic achievement?
 Yes No

Does this achievement is linear with your field of study?
 Yes No

Photo of competition/tournament (Awarding Ceremony Picture/Documentation) *

File Add file

Upload a photo from the competition or the awarding ceremony.
Allowed file formats: JPG, JPEG, PNG, GIF (max size 2MB).

Photos/can of competition/tournament invitation/poster *

File Add file

Upload the competition poster/invitation (or similar).
Allowed file formats: PDF, DOC, DOCX (max size 2MB).

(Tampilan Propose Achievement 4)

Pada halaman ini ada beberapa field yang perlu diisi sebagai berikut:

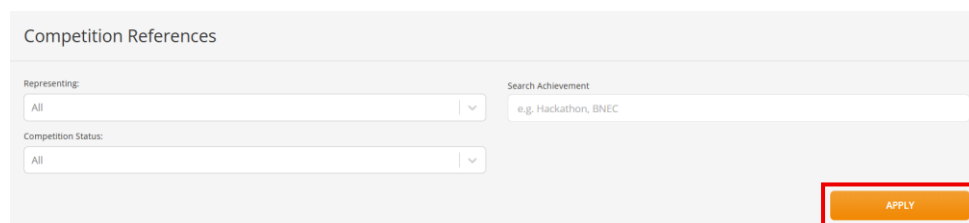
1. Delegate or Represent Competitions/Matches/Competition from (Wajib)
2. Is there any academic supervisor? (Wajib, bila memilih **Yes** maka akan muncul field untuk mengisi kode dosen)
3. Competition Name (Wajib, DDL)
4. Sub-Competition Name (Wajib, DDL, Bila **Competition Name** nya diisi others, **Sub-Competition Name** nya akan dapat diisi sebagai free text)
5. Please choose the achievement you have gained (Wajib, DDL)
6. Please State Your Side Achievement/Competition Category (Wajib)
7. Achievement Category (Wajib, DDL)
8. Start Date (Wajib)
9. End Date (Wajib)
10. Organizer (Wajib)

11. Competition Level (Wajib)
12. Total Number of Participants (Wajib)
13. Team/Individual (Wajib, bila memilih **Team** maka harus mengisi **Team Member** termasuk yang mengisi)
14. Please state the name of city/province of the participant (Wajib)
15. Total countries of the participants (Optional)
16. Please state the name of countries of the participant (Optional)
17. Additional Note (Wajib)
18. Challenges Encountered (Wajib)
19. Required Supports (Optional)
20. Lesson Learned (Wajib)
21. Photo of medal/trophy (Wajib, bila **State of Achievement you have gain** tidak diisi dengan **Finalist** dan **Participant**)
22. Photo of competition/Tournament (Awarding Ceremony Picture/Documentation) (Wajib)
23. Competition/tournament certificate (Wajib bila **State of Achievement you have gain** tidak diisi dengan **Finalist** dan **Participant**)
24. Photo/scan of competition/tournament invitation/poster (Wajib)
25. Link of competition/tournament website/social media (Wajib)
26. BINUS Graduate Attribute (Optional)
27. Does this achievement is an academic achievement? (Wajib)
28. Does this achievement is linear with your field of study? (Wajib)

Bila sudah mengisi sesuai dengan ketentuan, maka Mahasiswa dapat menekan tombol **Submit** untuk mengumpulkan jawaban.

2. Competition Reference

Menu ini dapat diakses oleh mahasiswa melalui **Competition Reference**. Pada menu ini mahasiswa dapat menambah dan melihat list dari **Competition Reference**.



Competition References

Representing: All

Search Achievement: e.g. Hackathon, BNEC

Competition Status: All

APPLY

(Tampilan Filter Competition Reference)

Untuk melihat **Competition Reference**, mahasiswa dapat terlebih dahulu mengisi filter yang ada dan menekan tombol **Apply**. Bila sudah maka akan muncul list dari **Competition Reference**.

The screenshot displays the 'Competition References' interface. At the top, there is a search bar with a dropdown menu for 'Representing:' set to 'All' and a text input for 'Search Achievement' containing 'e.g. Hackathon, BINEC'. To the right of the search bar are two buttons: 'CREATE NEW' (blue) and 'APPLY' (orange). Below the search bar, there is a grid of six competition reference cards. Each card contains the following information: the competition name, campus, organizer, category, level, and a 'Lesson Learned' text area. The first three cards are 'Pekan Olahraga Mahasiswa. (POMPROV)' with 'Lesson Learned' containing 'srg/gerg'. The fourth card is 'Kompetisi Mahasiswa Nasional Bidang Ilmu Bisnis, Manajemen dan Keuangan (KBMK)' with 'Lesson Learned' containing 'srg/gerg'. The fifth card is 'Pagelaran Mahasiswa Nasional Bidang Teknologi Informasi dan Komunikasi (GEMASTIK)' with 'Lesson Learned' containing 'test'. The sixth card is 'Pemilihan Mahasiswa Berprestasi (PILMAPRES)' with 'Lesson Learned' containing 'test'.

Competition Name	Campus	Organizer	Category	Level	Lesson Learned
Pekan Olahraga Mahasiswa. (POMPROV)	Binus Kemanggisian	Test org	University	City / Regional	srg/gerg
Pekan Olahraga Mahasiswa. (POMPROV)	Binus Kemanggisian	Test org	University	City / Regional	srg/gerg
SHOPEE 04.04	Binus Semarang	test	University	Internasional	test
Kompetisi Mahasiswa Nasional Bidang Ilmu Bisnis, Manajemen dan Keuangan (KBMK)	Binus Kemanggisian	Test org	University	City / Regional	srg/gerg
Pagelaran Mahasiswa Nasional Bidang Teknologi Informasi dan Komunikasi (GEMASTIK)	Binus Semarang	test	University	Internasional	test
Pemilihan Mahasiswa Berprestasi (PILMAPRES)	Binus Semarang	test	University	Internasional	test

(Tampilan Competition Reference)