



SURUHANJAYA PERKHIDMATAN AWAM MALAYSIA

PANDUAN TEKNIKAL BAGI CALON TEMU DUGA SECARA *ONLINE IN SITU (TSOI)*



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1.0 PENDAHULUAN

Panduan ini disediakan bagi persediaan bagi calon yang menghadiri Temu duga Secara Secara In situ (TSOI) SPA.

2.0 SPESIFIKASI

Temu duga secara *online* bagi calon boleh dicapai melalui *web based* dengan menggunakan komputer riba, *desktop* dan telefon pintar. Spesifikasi teknikal adalah seperti di bawah:

2.1 Windows PCs

- Windows 7 Service Pack 1 and later
- Intel Dual-Core CPU 2.XX GHz or AMD processor (4 GB of RAM minimum recommended).

2.2 Mac

- MacOS 10.12 and later on a supported Mac.
- M1 chip or Intel CPU-based (4 GB of RAM minimum recommended)

2.3 iPhone and iPad

- iOS 11.0 and later, and iPadOS 11.1 and later

2.4 Android

- Android OS 6.0 and later (2GB of RAM required)

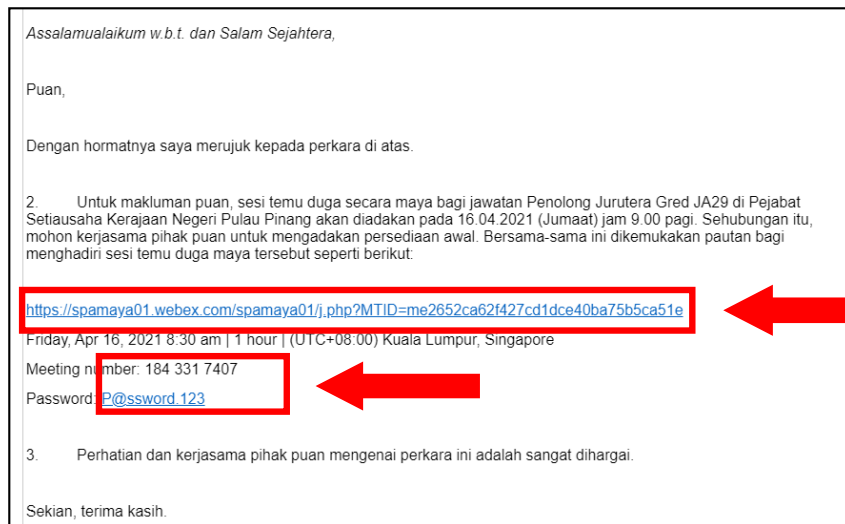
2.5 Network Requirement

- Must have at least 2.0 Mbps bandwidth (bi-directional, i.e. sending and receiving)
- 360p (High Quality) video: 40 MB per hour
- 720p (High Definition) video: 220 MB per hour
- the usage maximum up to 500 MB per hour

3.0 MANUAL CALON

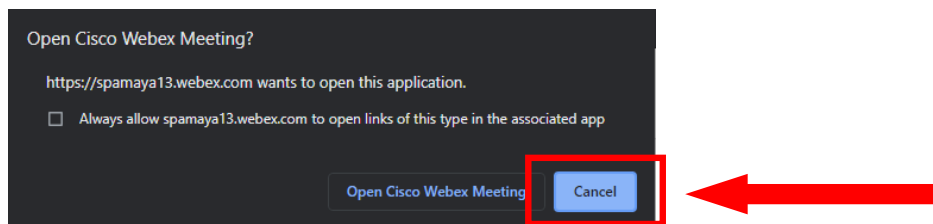
3.1 MANUAL CALON (Komputer)

1. *Link*/ID dan kata laluan - calon akan menerima *link* atau ID dan kata laluan melalui emel

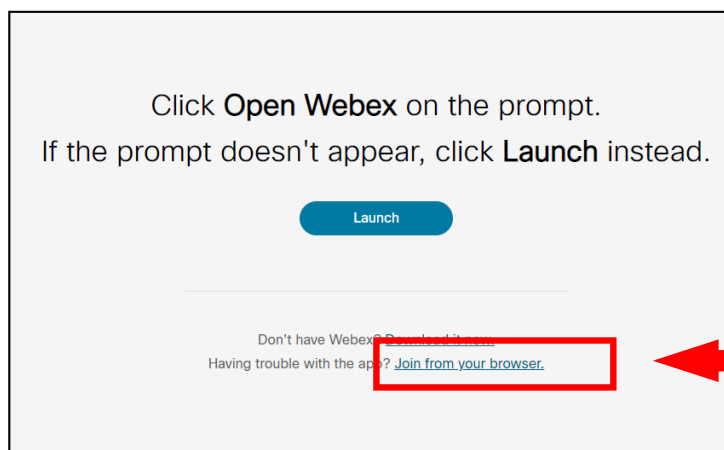


*Contoh paparan emel *link*/ ID dan katalaluan yang dihantar melalui emel. Klik *link* yang diberikan.

2. Paparan *web browser* akan keluar dan *pop up* dibawah. Klik *Cancel*



3. Klik *Join from your browser*



4. Isikan maklumat Nama Penuh dan alamat emel

Temu Duga Jawatan
8:00 AM - 9:00 AM (UTC+08:00)

Enter your information




Your name
Your full name

Email address

Next

Already have an account? [Sign in](#)

More ways to sign in

This screenshot shows a registration form titled 'Temu Duga Jawatan' with a time slot of '8:00 AM - 9:00 AM (UTC+08:00)'. Under the heading 'Enter your information', there are two input fields: 'Your name' (with placeholder text 'Your full name') and 'Email address'. Both fields are highlighted with red rectangular boxes. To the right of these boxes, two red arrows point towards them, indicating where to enter information. Below the fields is a grey 'Next' button. At the bottom, there is a link for 'Sign in' and social media icons for Google, Microsoft, and Facebook.

5. Isi maklumat penuh dan klik *Next*

Temu Duga Jawatan
8:00 AM - 9:00 AM (UTC+08:00)

Enter your information



Your name
Nama Penuh

Your email address
nama@gmail.com

Next

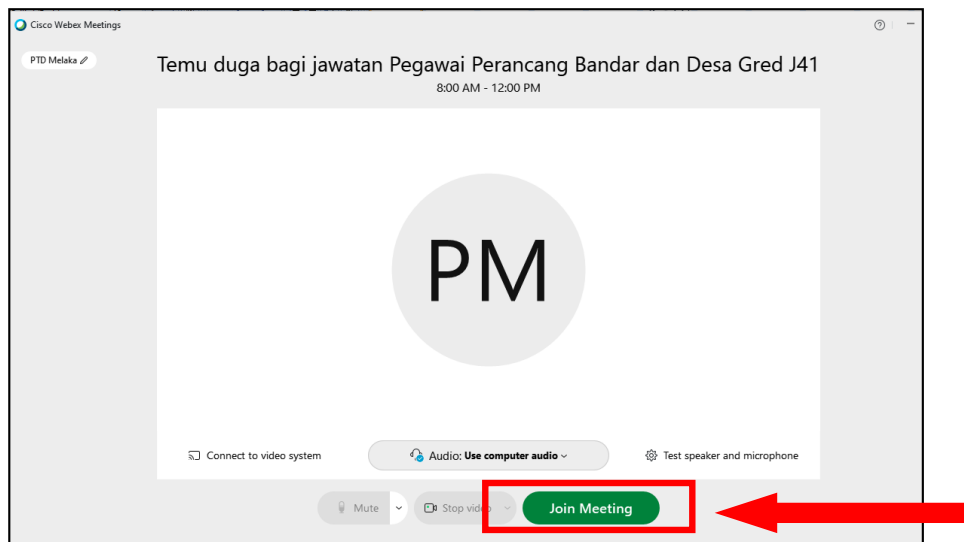
Already have an account? [Sign in](#)

More ways to sign in

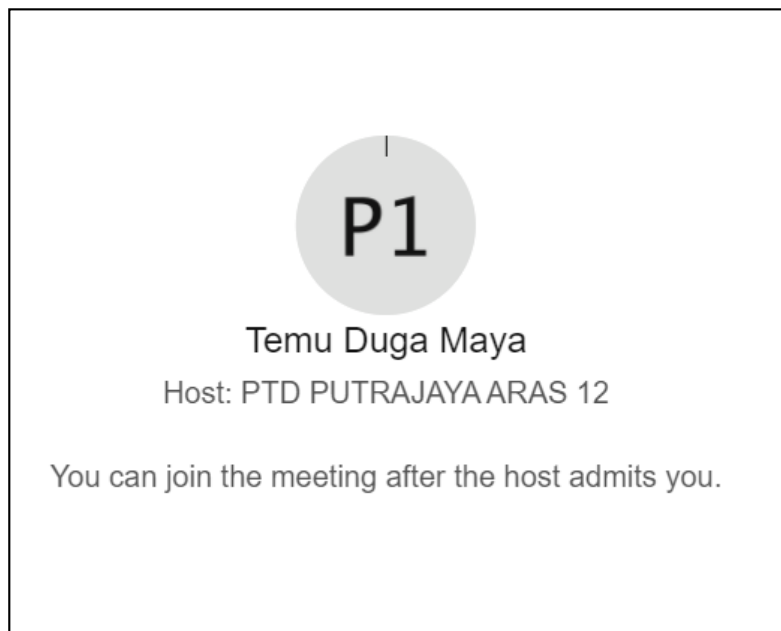
This screenshot shows the same registration form as above, but now the fields are filled. The 'Your name' field contains 'Nama Penuh' and the 'Your email address' field contains 'nama@gmail.com'. The 'Next' button is now highlighted with a red rectangular box, and a red arrow points to it from the right, indicating the next step in the process. The rest of the form, including the 'Sign in' link and social media icons, remains the same.

6. *Pop up* paparan *webex* akan dikeluarkan. Klik *Join Meeting*



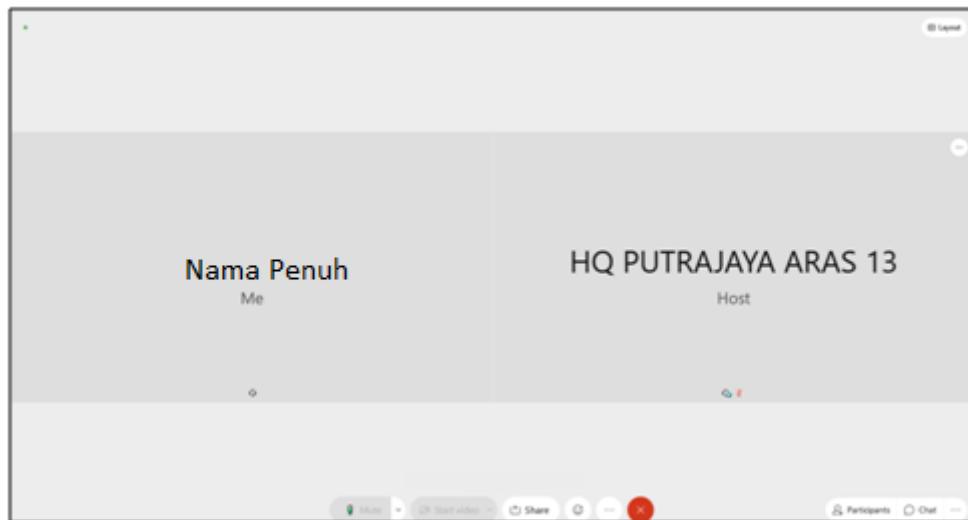
*Pastikan *microphone* dan *video enable* dan klik *Join Meeting*

7. Calon akan di berada di Lobi sehingga urusetia *admits* ke dalam ruang temu duga mengikut no. Giliran yang diberikan

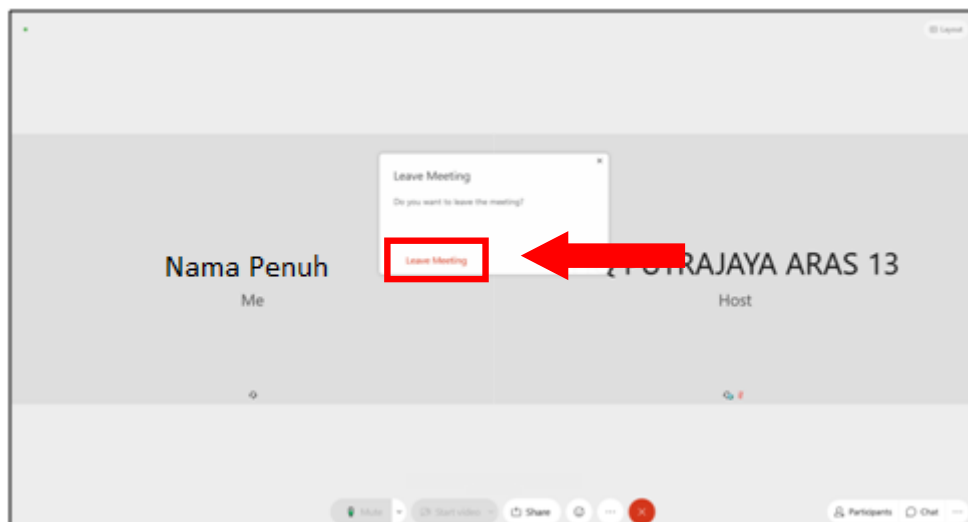


*Tunggu sehingga urusetia *admits*

8. Selepas urusetia *admits*, paparan *webex* seperti di bawah, pastikan *microphone* dan *video enable* dan *layout fullscreen*

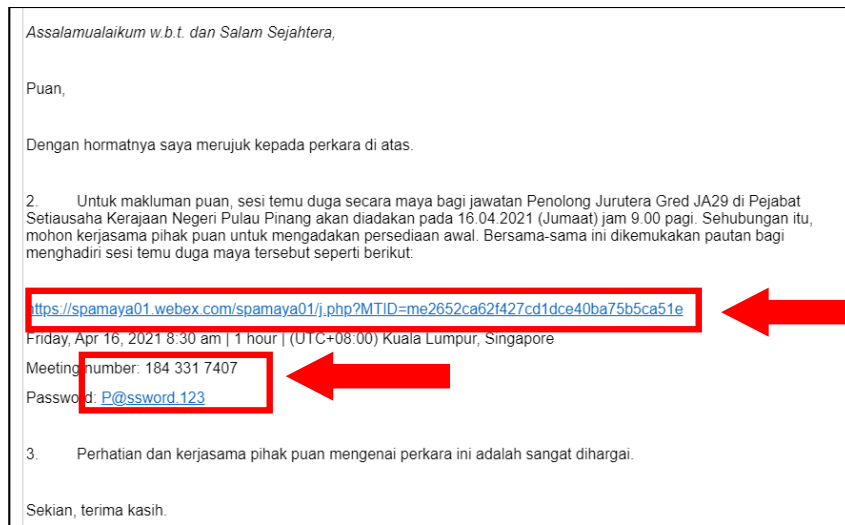


9. Klik X untuk *leave meeting* sekiranya sesi temuduga telah selesai. Klik *leave meeting*



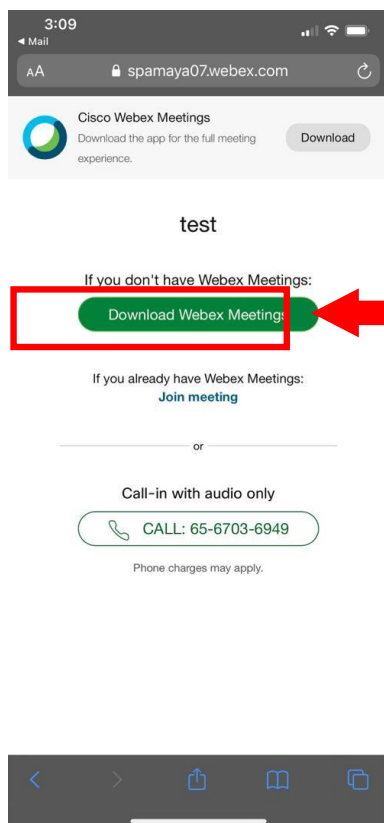
3.2 MANUAL CALON (Telefon Pintar /Phone)

1. Calon akan menerima *link* atau ID dan Kata laluan melalui emel.

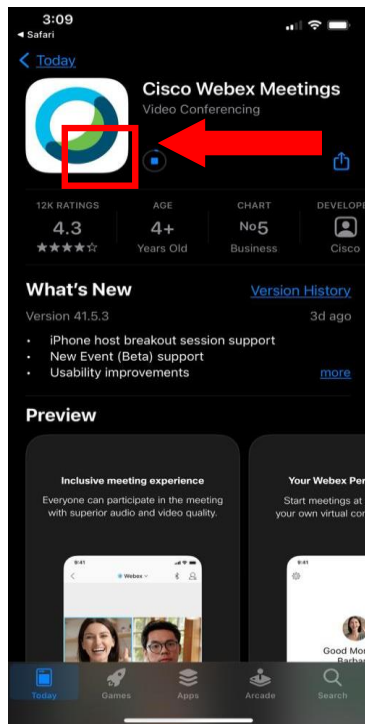


*Contoh paparan emel *link*/ ID dan katalaluan yang dihantar melalui emel. Klik *link* yang diberikan

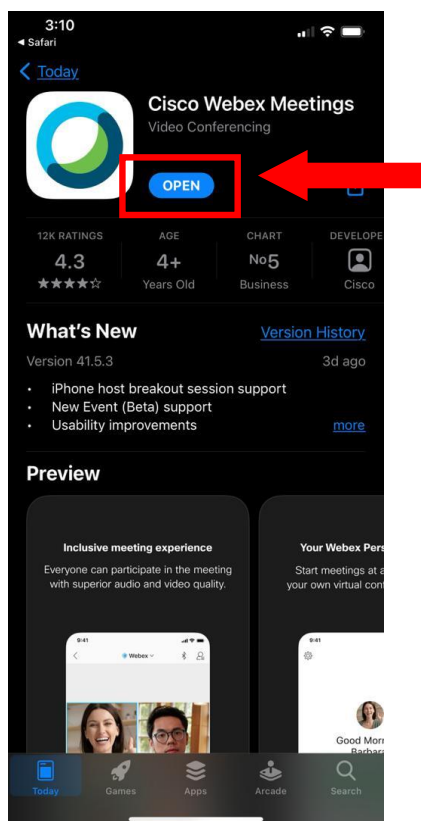
2. Paparan *web browser* akan dikeluarkan seperti di bawah. Klik pada *Download webex Meetings*



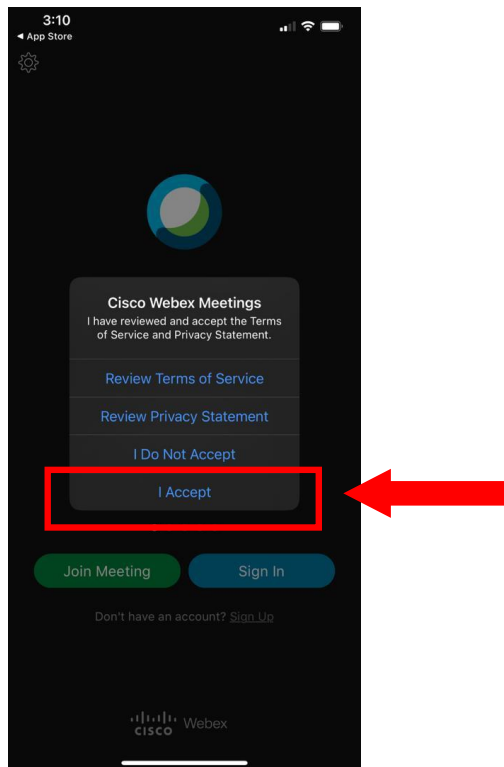
3. Paparan *Play Store* akan keluar. Klik *download*



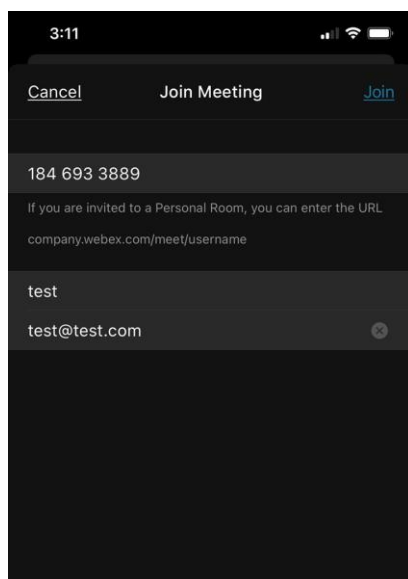
4. Tunggu sehingga selesai *download* dan klik *Open*



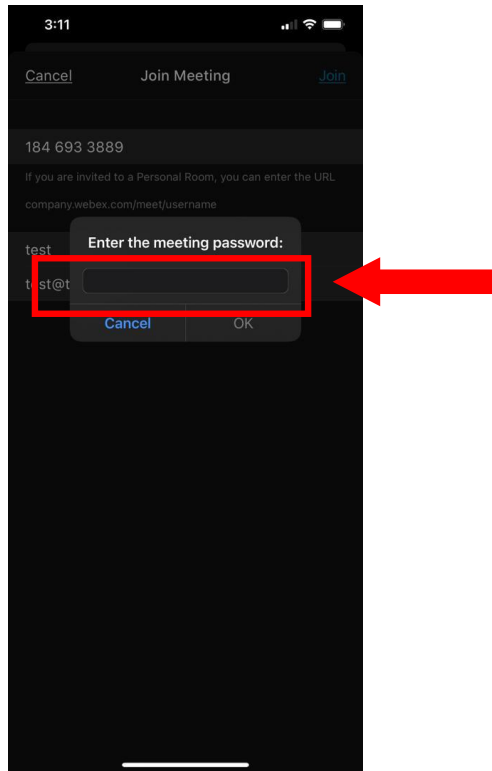
5. Automatik paparan *webex* akan keluar. Klik / *Accept*



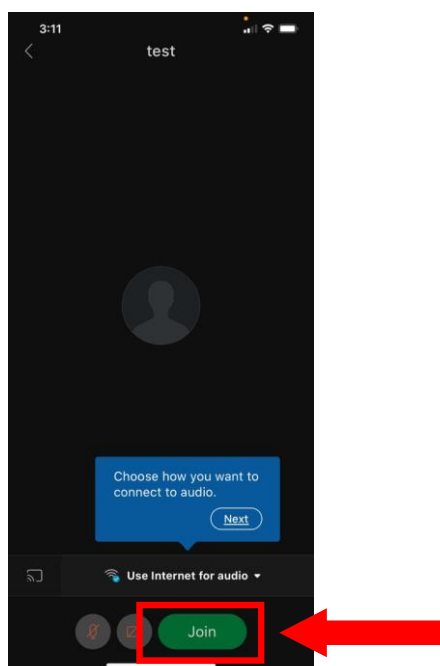
6. Masukkan *No ID meeting* seperti yang tertera pada emel (Rujuk langkah No 1), nama penuh serta alamat emel



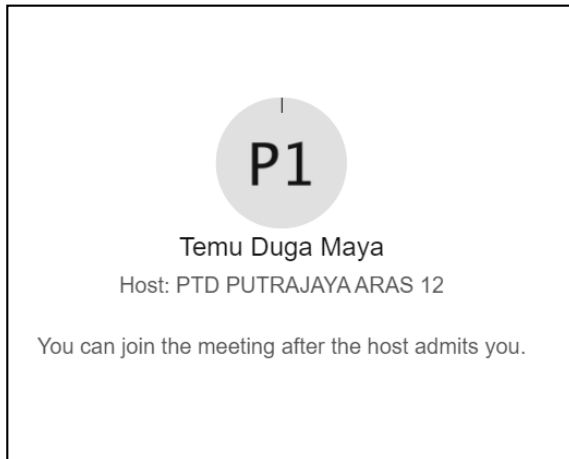
7. Masukkan kata laluan *meeting* seperti yang tertera pada emel (Rujuk langkah No 1)



8. Klik *Join*

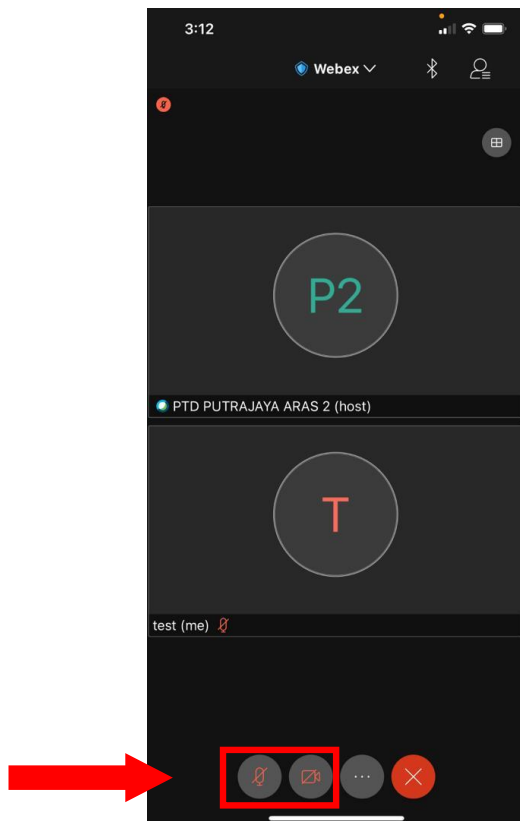


9. Calon akan di berada di Lobi sehingga urusetia *admits* ke dalam ruang temu duga mengikut no. Giliran yang diberikan



*Tunggu sehingga urusetia *admits*

10. *Enable audio dan video setting* untuk memulakan sesi temuduga

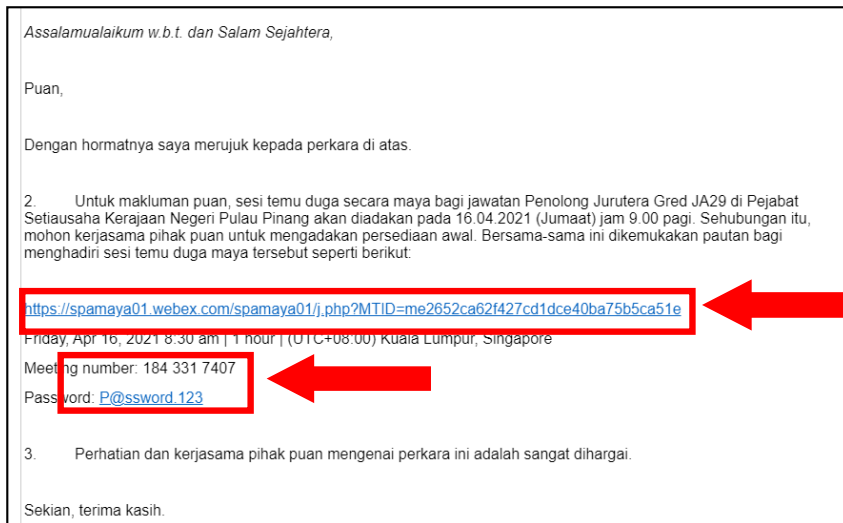


11. Klik butang X setelah selesai sesi temuduga



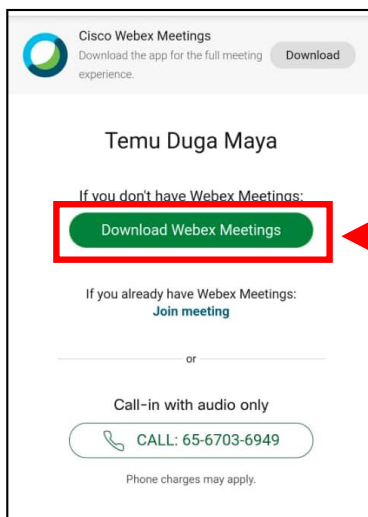
3.3 MANUAL CALON (Telefon Pintar *Android*)

1. Calon akan menerima *link* atau ID dan kata laluan melalui emel

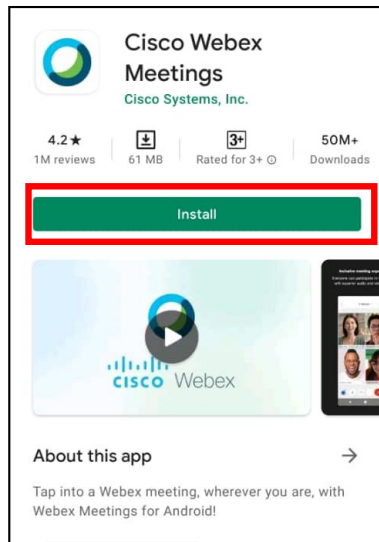


*Contoh paparan emel *link*/ ID dan katalaluan yang dihantar melalui emel. Klik *link* yang diberikan

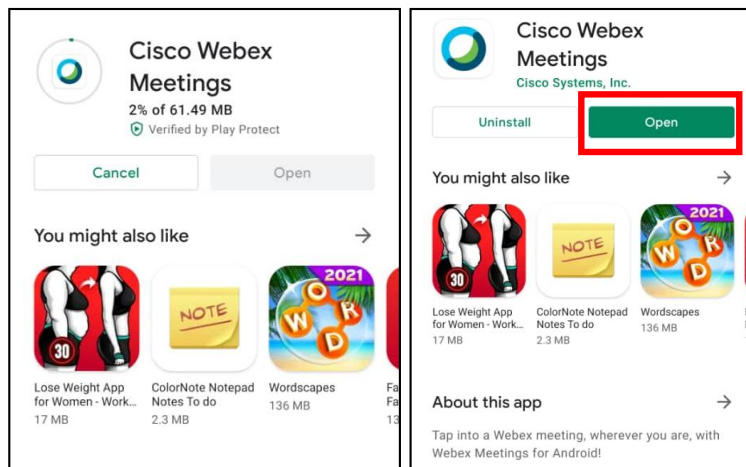
2. Paparan *web browser* akan dikeluarkan seperti di bawah. Klik pada *Download webex Meetings*



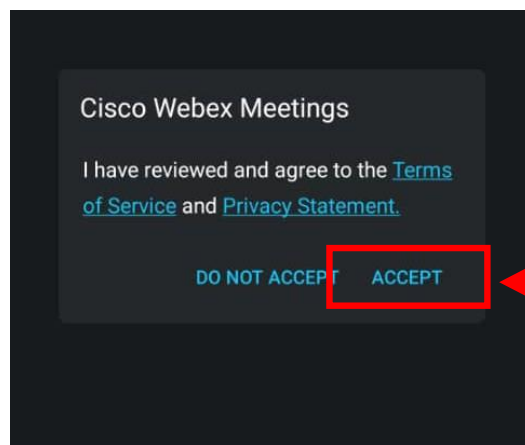
3. Paparan *Play Store* akan keluar. Klik *Install*



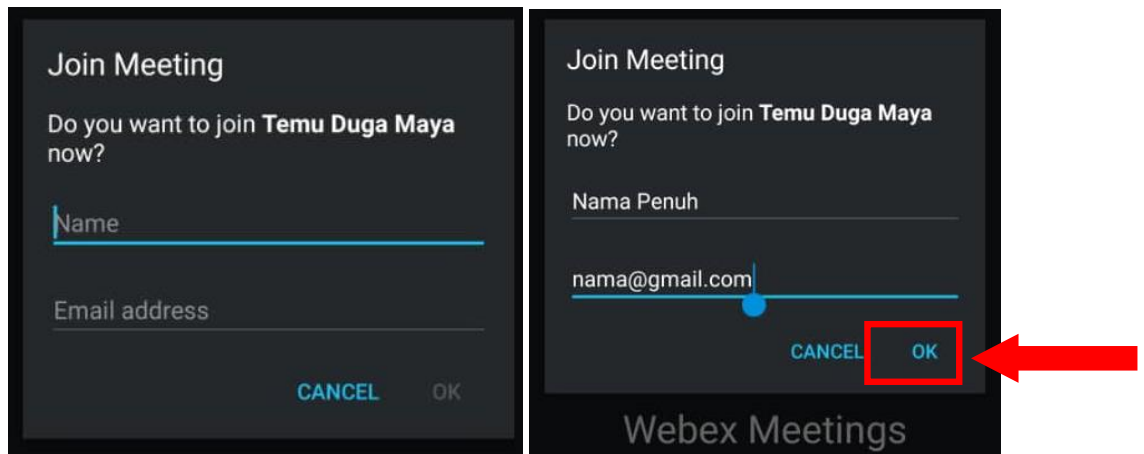
4. Tunggu sehingga selesai *download* dan klik *Open*



5. Automatik paparan *webex* akan keluar. Klik *Accept*

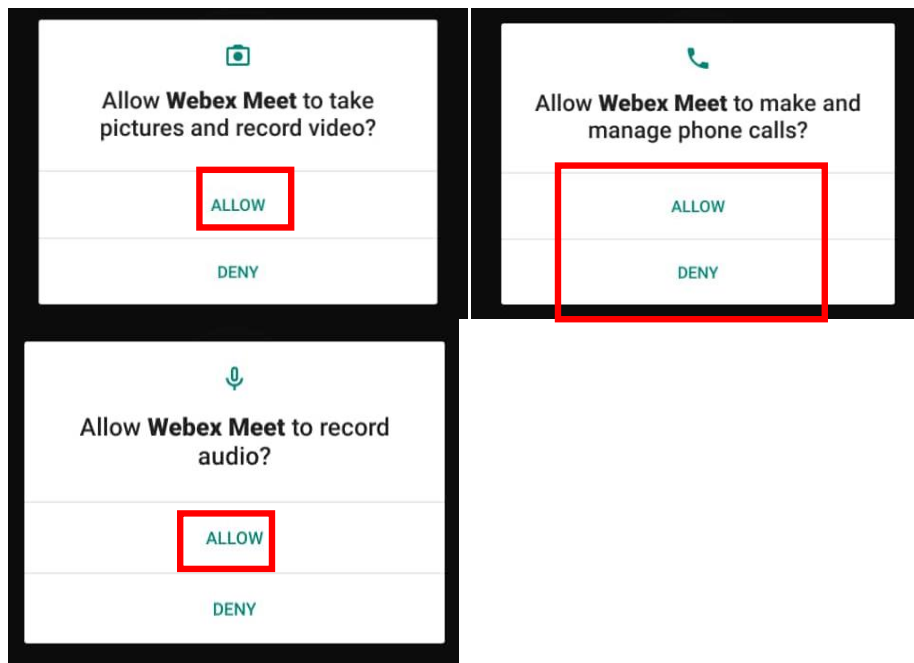


6. Paparan maklumat calon. Isikan nama dan emel, klik OK

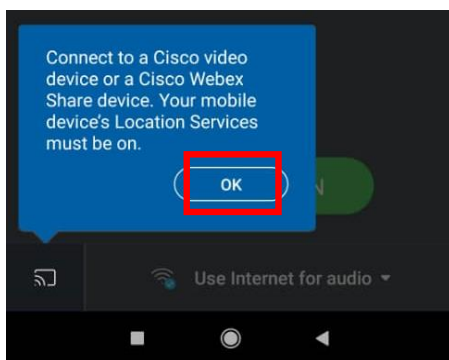
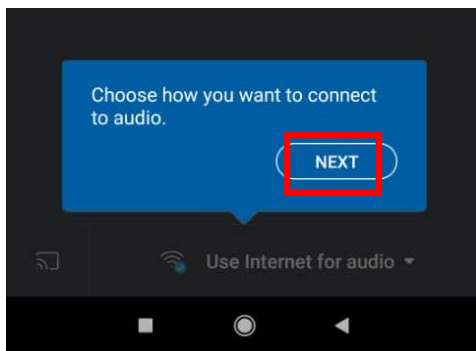


The image shows two screenshots of a mobile application's 'Join Meeting' dialog box. The left screenshot displays the input fields for 'Name' and 'Email address'. The right screenshot shows the same dialog box with the fields filled: 'Nama Penuh' in the name field and 'nama@gmail.com' in the email field. The 'OK' button is highlighted with a red box, and a red arrow points to it from the right. The 'CANCEL' button is also visible. The 'Webex Meetings' logo is at the bottom of the right screenshot.

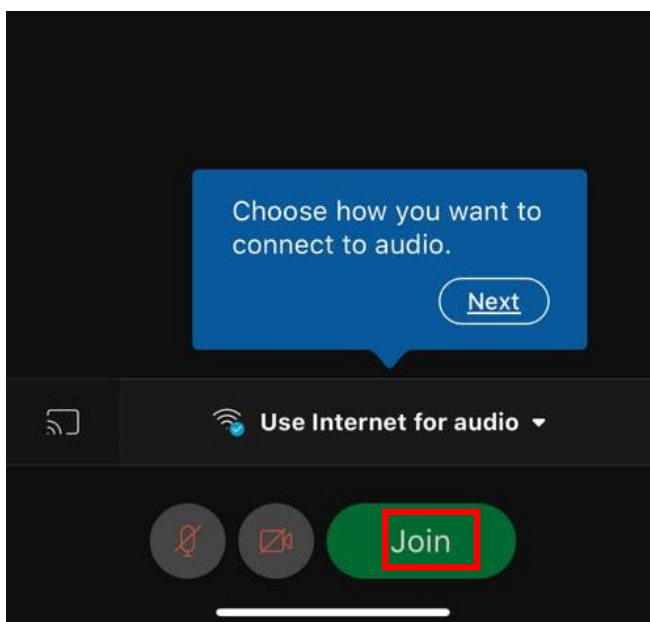
7. Klik *Allow* ketiga-tiga *setting* seperti di bawah:



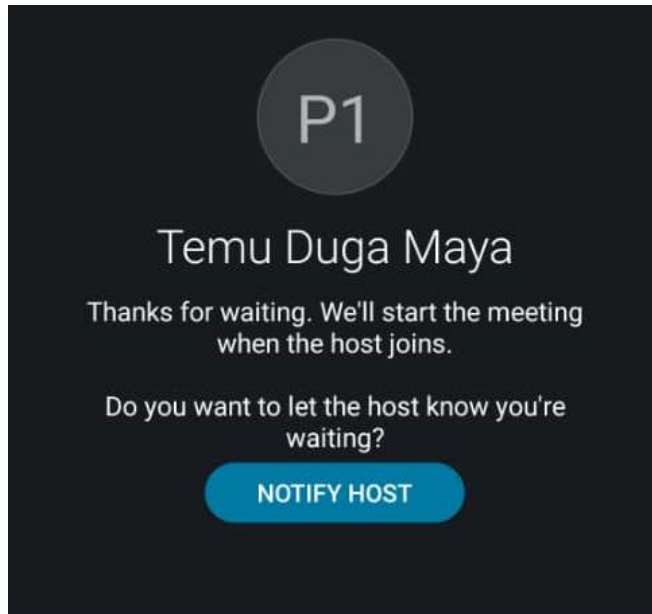
8. Klik *next* untuk *audio* dan OK untuk *video*



9. Klik *Join*



10. Calon akan di berada di Lobi sehingga urusetia *admits* ke dalam ruang temu duga mengikut no. Giliran yang diberikan



11. *Enable audio dan video setting* untuk memulakan sesi temuduga



12. Klik butang X setelah selesai sesi temuduga

