

# PANDUAN MENDAPATKAN URL LAMPIRAN UNTUK DIMASUKKAN KE DALAM PERMOHONAN

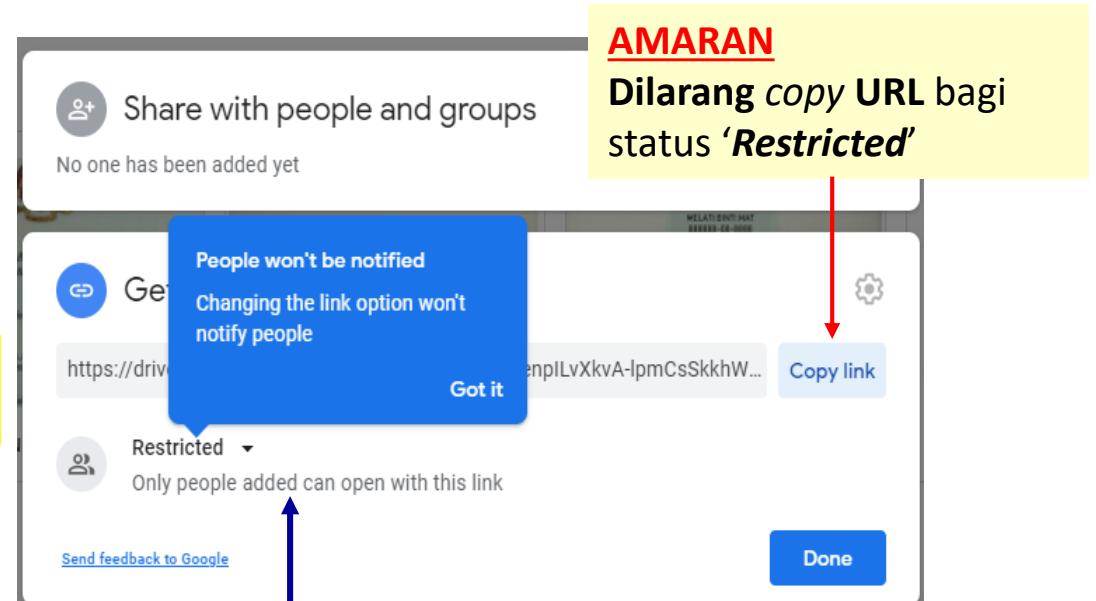
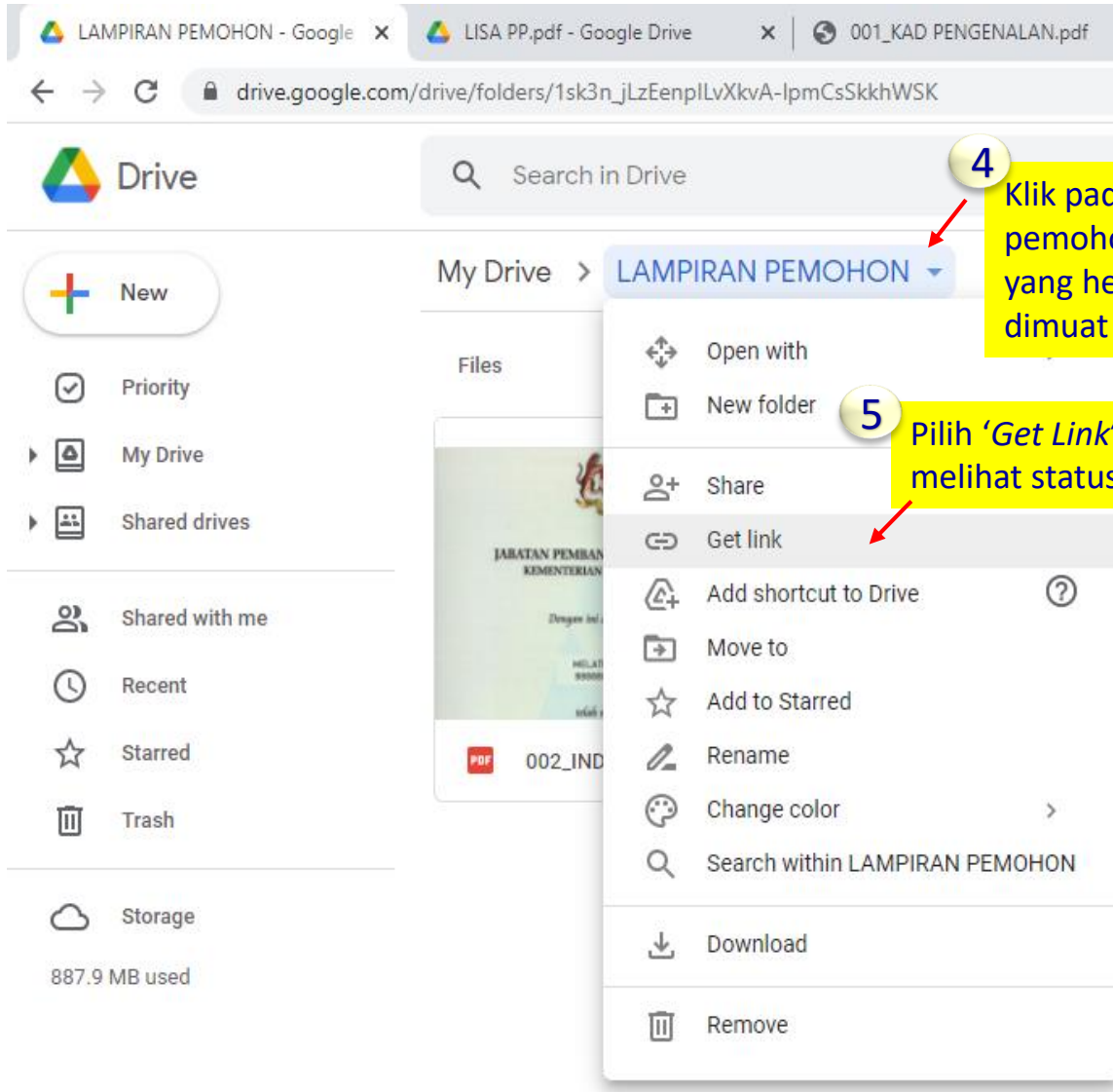
## LANGKAH 1 (Simpan Dokumen Lampiran Dalam 'Google Drive')

The screenshot shows the Google Drive web interface. The 'File Upload' button is highlighted with a red arrow and a yellow callout box labeled '2 Pilih 'File Upload''. The 'LAMPIRAN PEMOHON' folder is selected, with a red arrow and a yellow callout box labeled '1 Cipta Fail dalam 'Google Drive''. A Windows File Explorer window is open, showing a folder named 'LAMPIRAN MELATI' containing five PDF files: '001\_KAD PENGENALAN', '002\_INDUKSI PP-PPD-PPB', '003\_SKM', '004\_VTO', and '005\_SURAT LANTIKAN & SETUJU TERIMA'. A red arrow points from the 'File name' field in the File Explorer to a yellow callout box labeled '3 Muat naik dokumen lampiran berkaitan'.

Paparan dokumen yang telah dimuat naik

The screenshot shows the Google Drive web interface displaying the contents of the 'LAMPIRAN PEMOHON' folder. Four PDF files are visible: '002\_INDUKSI PP-PPD-PP...', '003\_SKM.pdf', '004\_VTO.pdf', and '005\_SURAT LANTIKAN & SETUJU TERIMA...'. The files are displayed as thumbnails with their respective logos and titles.

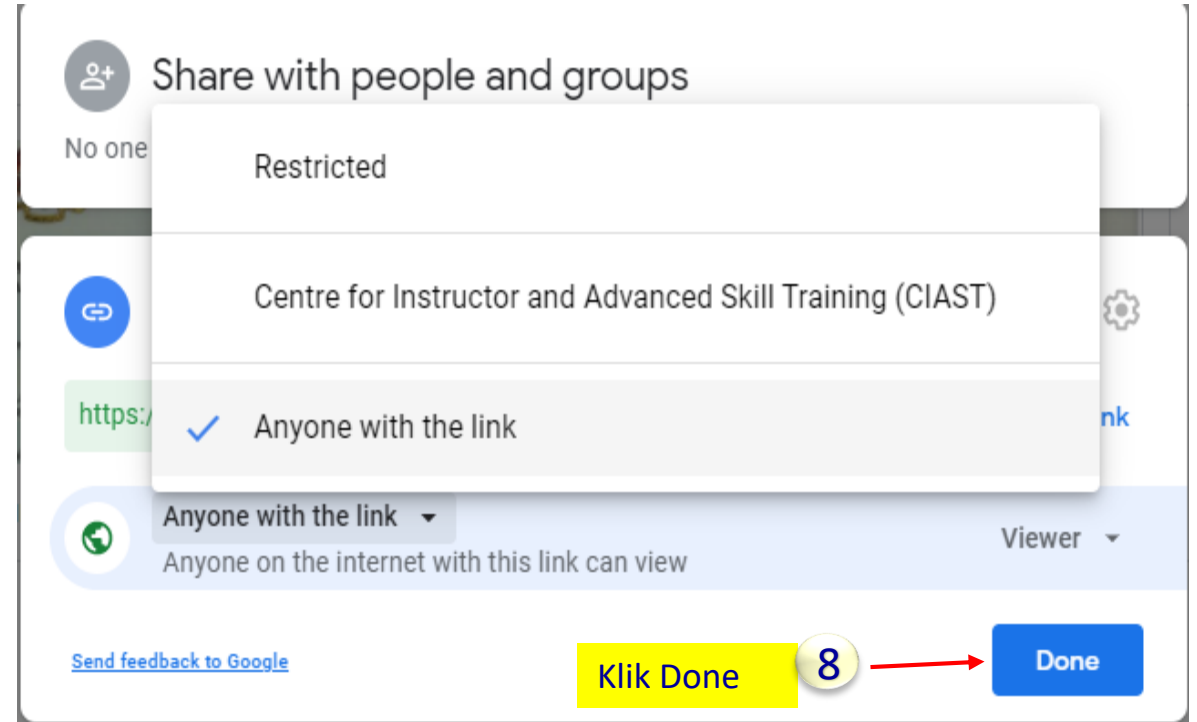
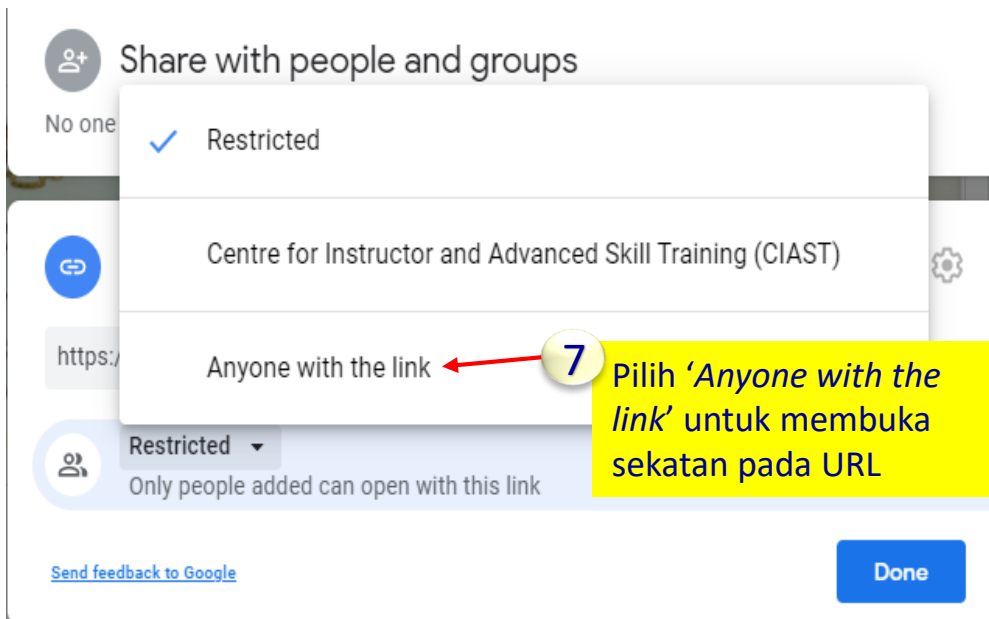
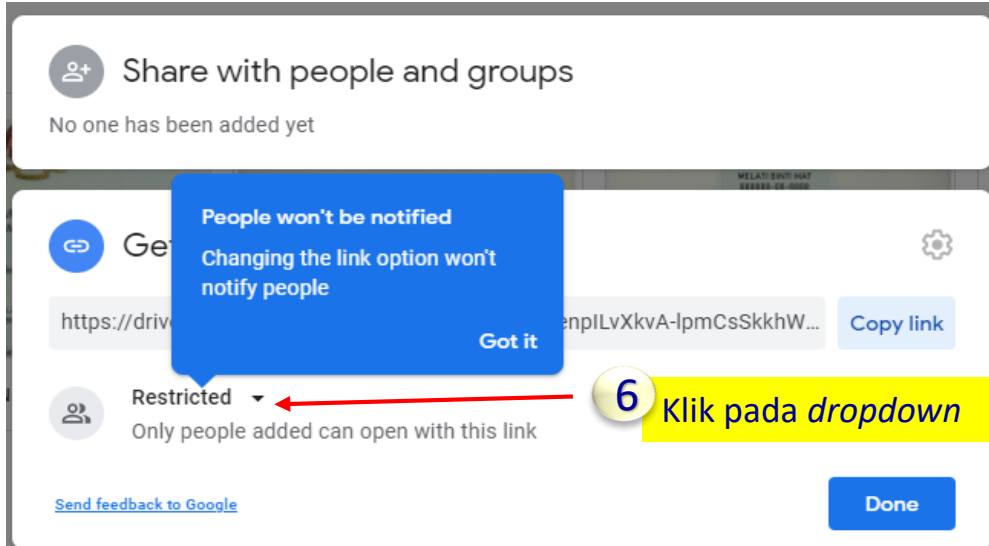
## LANGKAH 2 (Semak Status URL Lampiran)



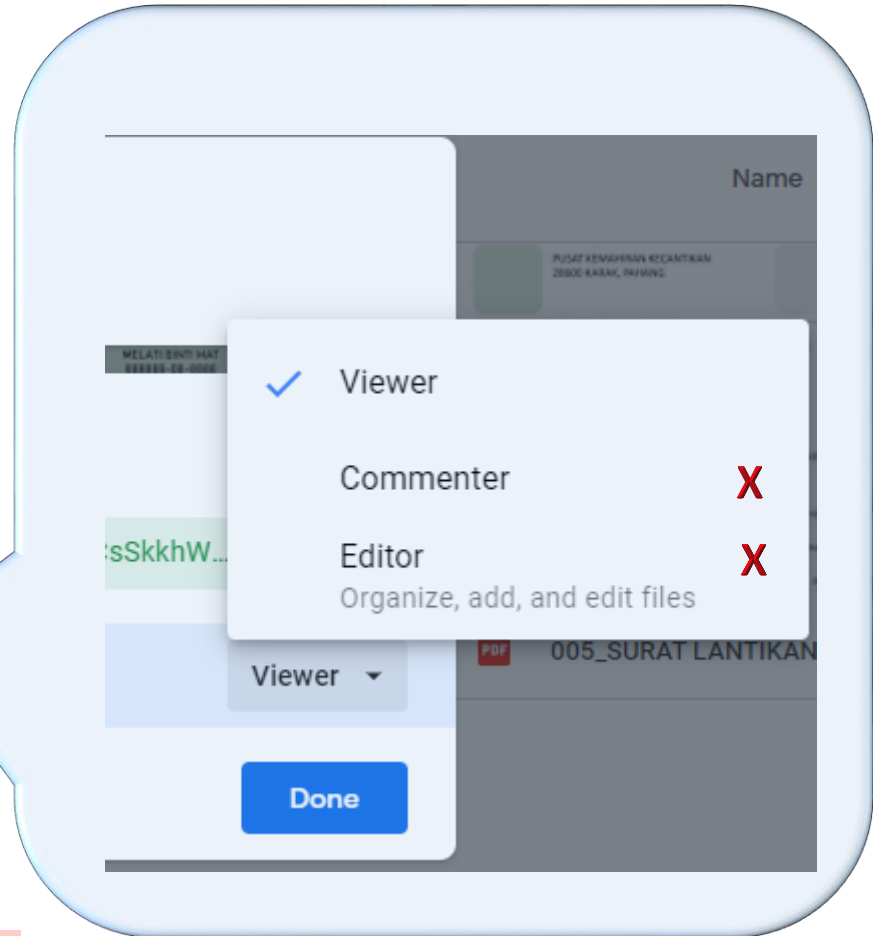
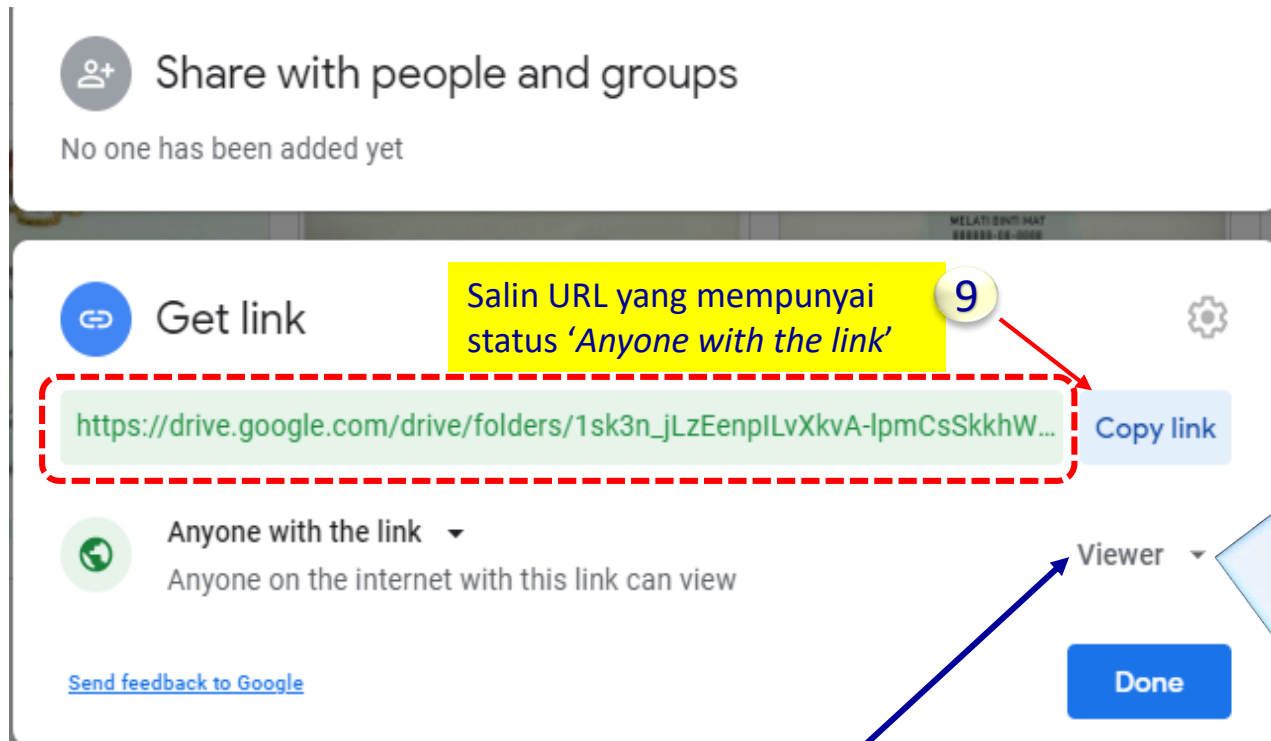
## PERHATIAN

Sekiranya URL menunjukkan 'Restricted' bermakna 'ada sekatan' menyebabkan pengguna lain tidak boleh akses pautan yang telah dikongsi/*share* dalam permohonan.

### LANGKAH 3 (Buka Sekatan URL Lampiran)



## LANGKAH 4 (Salin URL Lampiran yang tiada sekatan)



### PERHATIAN

Pastikan status URL tersebut adalah '**Viewer**' bagi mengelak pengguna lain boleh mengemaskini fail tersebut.

## LANGKAH 5 (Memasukkan URL Lampiran Ke Dalam Permohonan)

The screenshot displays the MSPIKE web application interface. The top navigation bar includes the MSPIKE logo and the text 'Sistem Pengurusan Integrasi Kemahiran Malaysia Kuasai Kemahiran Kuasai Masa Depan'. The left sidebar lists menu items: MENU UTAMA, Pengguna, Staff JPK, NOSS, Personel, SLaPB, SLDN, PPT, Statistik, and Penarafan TVET. The main content area shows a 'Permohonan Personal' form with the following fields:

- Permohonan Personal
- Jenis Permohonan: PERSONEL BARU
- Jenis Perjawatan: PP
- Sila Masukkan Kod K00000 Bagi Permohonan Personal PB Baru Belum Tauliah, PPL-SLaPB Dan Permohonan L: INSTITUT LATIHAN PERINDUSTRIAN TANGKAK [K01013]
- Kod Program: Perkhidmatan Rangkaian Komputer [IT-030-3:2013]
- Lampiran Sokongan - Sila Masukkan URL Simpanan Awan Seperti Google Drive, AWS Dan OneDrive: [https://drive.google.com/drive/folders/1sk3n\\_jLzEenpILvXkvA-lpmCsSkkhWSK?usp=sharing](https://drive.google.com/drive/folders/1sk3n_jLzEenpILvXkvA-lpmCsSkkhWSK?usp=sharing)

At the bottom of the form are two buttons: 'Simpan' and 'Hantar Permohonan'. A red arrow points from a yellow callout box to the URL field. The callout box contains the number '10' and the text 'Masukkan URL Lampiran yang telah disalin ke dalam permohonan'. The background of the callout box is yellow.

On the right side of the screenshot, a Google Drive sharing interface is visible, showing a 'Share with people and groups' dialog. The 'Get link' section is highlighted with a red dashed box, showing the URL 'https://drive.google.com/drive/folders/1sk3n\_jLzEenpILvXkvA-lpmCsSkkhW...' and a 'Copy link' button.

- 'Simpan' jika ada keperluan untuk pinda permohonan
- 'Hantar' jika telah pasti maklumat dan dokumen lengkap