



**MAKTAB TENTERA DIRAJA
KUALA LUMPUR
MALAYSIA**

SCHOOL CODE 006007

IBDP CURRICULUM

MAKTAB TENTERA DIRAJA INTERNATIONAL BACCALAUREATE DIPLOMA PROGRAMME

CURRICULUM

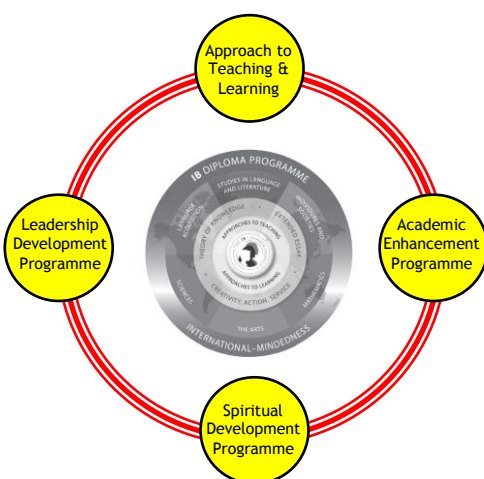
Maktab Tentera Diraja (MTD) has been established with the objective of preparing young Malaysians to serve as officers in the Malaysian Armed Forces and top ranking leaders in the public and corporate sectors of the country. The school is fully funded by the government to further their education at an international level in disciplines that will meet the needs of the ministry and the nation.

Students for the IBDP are selected based on the national examination, Sijil Pelajaran Malaysia (Malaysian Certificate of Education or SPM). The entry requirement for the students to engage in the IBDP sets them a firm foundation to meet the challenges of the diploma programme of international education and rigorous assessment as outlined in the IB Mission Statement.

The mission of MTD is to develop leaders with calibre, high integrity and noble personality to serve in the public and corporate sector and in the Malaysian Arm Forces. These core values are in line with the IBDP curriculum which holds rich and comprehensive educational elements in developing citizens of the world who are “inquiring, knowledgeable and caring” and also “active, compassionate and life-long learners who help to create a better and more peaceful world”.

MTD believes that the IB Learner Profile is essential in the school’s endeavour to develop leaders who are principled and balanced intellectually, physically, and emotionally as well as spiritually as MTD also upholds the National Principles *RUKUNEGARA* and the National Philosophy of Education. Active teaching and learning techniques are practiced in classroom learning to promote development of the IB Learner Profile.

MTD curriculum is represented in the following diagram.



The MTD school curriculum for the IBDP is a four corner strategy designed to fulfill the requirements of the both the ministry and the IB. The strategies are Approach to Teaching and Learning, followed on by three supplementary programmes: the Leadership Development Programme, Academic Enhancement Programme and Spiritual Development Programme which encompass the IBDP curriculum.

Approach to Teaching and Learning

This strategy deals with teachers' teaching approach and students' classroom learning experience. Teachers are encouraged play the role of facilitators and adopt a wider approach in classroom teaching such as :

- (i) **Active Learning**
Students engage in discussion, exploration and problem solving that promote analysis, synthesis and evaluation of class content. Problem-based learning, case methods and simulations are some approaches to promote active learning.
(<http://www.crlt.umich.edu/tstrategies/tsel>)
- (ii) **Instructional Technology**
Teachers and students are encouraged to use Information and Communication Technology (ICT) in their classroom activities. Use of ICT equipment including smart boards facilitates teaching and students' presentation.
- (iii) **Experiential Learning and Field Work**
Other than performing hands-on laboratory experiments, students apply their subject matter into practical experiences such as conducting research and organizing projects (charity, community service, school open day, etc).
- (iv) **Problem Based Learning (PBL)**
Students learn through the experience of problem solving by applying thinking strategies and domain knowledge to stretch their understanding. Students work in groups to identify information and resources which lead to the resolution of the problem. This approach enables students to develop flexible knowledge, effective problem-solving skills, self-directed learning, effective collaboration skills and intrinsic motivation. (adapted from Wikipedia)
- (v) **Developing International Mindedness and TOK Skills**
Students are challenged to apply their subject matter into a global context via discussion, research or case study of global issues to enhance international mindedness. They are encouraged to organize educational visit to schools in another country or host the visit of international students to Malaysia to foster intercultural understanding. Students evaluate the knowledge they acquire in classroom learning and use critical and creative thinking approach in problem solving to develop TOK skills. Both these efforts are vital in the making of citizens of the world.
- (vi) **Cultivation of Academic Integrity**
Academic honesty or academic integrity is an important element in the students' learning experience. Students practice academic honesty in performing all academic tasks by proper citing of reference materials, with teachers as their role model by citing the source of their teaching materials. Teachers adopt teaching strategies that promote production of authentic work by students by giving them different titles of assignments or project work. Teachers are encouraged to arrange examination items in different orders to cultivate academic integrity in examinations.

Academic Enhancement Programme

The Academic Enhancement Programme is implemented to support students' educational needs by encouraging them to conduct group study and peer teaching sessions to enhance teamwork, confidence and independence. This programme also includes weekly consultation sessions with subject teachers, the DP librarian or the school counselor. Study skills and career motivational workshops are scheduled in the orientation week programme. This programme is essential in training students' independence especially to manage the IB assessment, Extended Essay and CAS. It also provides guidance to their university application and career path later on.

| Orientation Week Schedule | |
|---------------------------|---|
| Day 1 | <ul style="list-style-type: none">• Overview of the IBDP• Briefing on school rules and regulations• Academic Honesty in the DP• Signing of Student's Agreement |
| Day 2 | Study Skills 1 : Accessing the E-System (MTD and UPNM) |
| Day 3 | Study Skills 2 : (i) Peer Teaching/Learning (ii) Study techniques |
| Day 4 | Career Motivational Talk <ul style="list-style-type: none">• Courses offered by various universities and their requirements |
| Day 5 | Choices of subjects |

Leadership Development Programme

The Leadership Development Programme is conducted by the school Training Department. Students undergo leadership training and are given ranks to promote leadership skills through resource management, taking and giving orders which contribute to the development of the learner profile knowledgeable, thinkers, communicators and principled. Students also assist teachers in conducting weekly extracurricular activities as a form of leadership training. Students exercise open-mindedness by accepting admonishment and give thoughtful consideration to their own learning and experience, thus create a reflective attitude towards good character building.

Spiritual Development Programme

The school upholds the importance of intellectual, physical, emotional and spiritual balance. The Spiritual Development Programme is implemented alongside the extra-curricular activities of the school to enhance students' religious values in line with the first National Principle, "Believe in God". Students participate in their respective religious society and assist the teacher advisor in conducting society meetings and activities. This programme aims to help students achieve personal well-being for themselves and others.

SUBJECT OFFERINGS

Subjects offered by the school are based on career-related requirements set by the governing body. Students are mainly bound for health-sciences related courses, applied sciences and social sciences.

Group Subjects

All subjects are taken for 4 semesters.
Each semester has 17 instructional weeks and 3 examination weeks.
Class period is for 40 minutes.

3 subjects are taken at Standard Level (SL) for a minimum of 150 hours each subject.
Each SL subject is allocated 5 periods per week.

3 subjects are taken at Higher Level (HL) for a minimum of 240 hours each subject.
Each HL subject is allocated 7 periods per week.

Group 1 Studies in Language and Literature

Malay A SL

- National Language

Group 2 Language Acquisition

English B HL

- Second Language

Group 3 Individuals and Societies

Business and Management SL/HL

Economics SL/HL

- Students may choose 1 or 2 from the above subjects

Group 4 Sciences

Biology SL/HL

Chemistry SL/HL

Physics SL/HL

- Students may choose 1 or 2 from the above subjects

Group 5 Mathematics

Mathematics SL

- All students take this subject at SL

Group 6 The Arts

Visual Arts SL

Core Requirements of the IBDP

Theory of Knowledge (TOK) is to be taught for a minimum of 100 hours. 2 periods per week is allocated.

Creativity, Activity, Service (CAS) is to be conducted for a minimum of 150 hours.

- **Creativity** : arts, and other experiences that involve creative thinking
- **Activity** : physical exertion contributing to a healthy lifestyle, complementing academic work elsewhere in the Diploma Programme.
- **Service** : an unpaid and voluntary exchange that has a learning benefit for the student. The rights, dignity and autonomy of all those involved are respected.

(Creativity, activity, service guide. For students graduating 2010 and thereafter)

The Extended Essay (EE) is a written assessment presented as a formal piece of scholarship containing no more than 4,000 words. It is a piece of independent research or investigation on a topic in a subject of the student's choice.

School Requirement

MTD in its original structure was known as the Putera Division or "boys' wing" as stated in the *Order for the Restructuring of Maktab Tentara Diraja* (Appendix 1). To maintain the nature of the school, students selected for the IBDP are boys aged 18 to 20 years.

Military Training is a school requirement set by the governing body and occupies approximately 120 hours for the two years course. It is also equivalent to the requirement by the Malaysian government for students to further their studies abroad. Military training is mainly conducted during school holidays. It provides opportunity for experiential learning which promotes discipline and development of the IB learner profile.

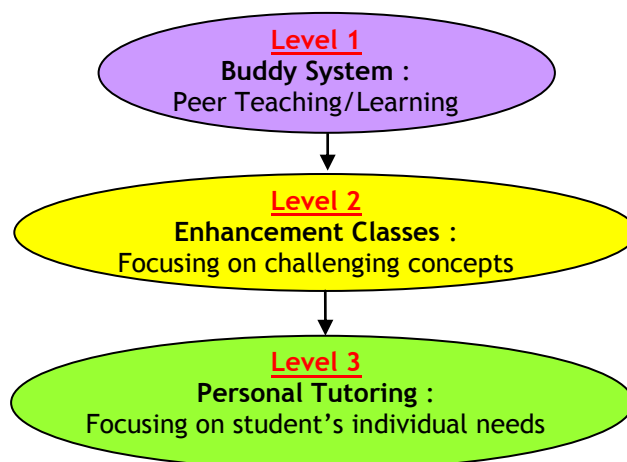
MTD is a fully residential school. Each student is assigned to a company (Alpha, Bravo, Charlie, Delta, Echo, Foxtrot, Golf and Hotel) and placed under the care of a squad teacher to provide them a family environment and to foster comradeship among members of the school community.

STUDENTS WITH SPECIAL EDUCATIONAL NEEDS

In the context of MTD, students with special educational needs (SEN) are defined in two categories. The first category of SEN refers to students with special assessment access requirements while the second category of SEN refers to students with academic needs.

The IB believes that all students must be allowed to take their examinations under conditions that are as fair as possible (*IB Handbook of Procedures, 2014*). In MTD, students with special assessment access requirements eligible for inclusive assessment arrangements are those with social, emotional and behavior challenges or students with physical and visual difficulties due to accidents or students facing physical or mental health issues. Inclusive assessment arrangements for these students will be based on the guidelines set in the IB publication *Candidates with Special Assessment Needs* (updated May 2011).

Students with academic needs are those having difficulties in managing their assignments, unable to contribute effectively in group work and obtain scores below satisfactory level in school examinations. A three-level academic enhancement program is designed to help students in this category.



Teachers' Professional Development

To help teachers develop knowledge and apply up-to-date approaches to teaching and learning skills in the IB classroom, teachers are given opportunities to attend various professional development courses such as subject specific seminars, extended essay workshop and online workshops. In-school workshops that fulfill specific needs of the teachers will be conducted in order to enhance effectiveness in delivering the DP. Collaborative learning among subject teachers within the school as well as with other IB schools is practiced to provide a platform for teachers to share their experiences, construct knowledge and to gain mutual support and enrichment.

ACADEMIC SCHEDULE

Academic Calendar

Cohort 1-Semester 1 (June - December 2015)

| Academic Week | Date | Subject Contact Week | Event | Important Dates / Deadlines |
|---------------|---------------|----------------------|--|--|
| 1 | 22/6 - 26/6 | | Final preparation for DP students intake | 28/6/2015 (Sun) - DP students registration |
| 2 | 29/6 - 3/7 | | Orientation Week | |
| 3 | 6/7 - 10/7 | 1 | | 6/7/2015 (Mon) - DP lesson commence |
| 4 | 13/7 - 17/7 | 2 | | |
| 5 | 20/7 - 24/7 | 3 | | |
| 6 | 27/7 - 31/7 | 4 | | |
| 7 | 3/8 - 7/8 | 5 | | |
| 8 | 10/8 - 14/8 | 6 | | |
| 9 | 17/8 - 21/8 | 7 | | |
| 10 | 24/8 - 28/8 | 8 | | |
| 11 | 31/8 - 4/9 | 9 | | 1/9/2015 (Tue) - Pay the Annual Fee |
| 12 | 7/9 - 11/9 | 10 | | |
| 13 | 14/9 - 18/9 | | Mid-Semester Test | |
| | 21/9 - 25/9 | | Mid-Semester Break | |
| 14 | 28/9 - 2/10 | 11 | | 30/9/2015 (Wed) - Notification on submission of TOK presentation |
| 15 | 5/10 - 9/10 | 12 | | |
| 16 | 12/10 - 16/10 | 13 | | |
| 17 | 19/10 - 23/10 | 14 | | |
| 18 | 26/10 - 30/10 | 15 | | |
| 19 | 2/11 - 6/11 | 16 | | |
| 20 | 9/11 - 13/11 | 17 | | |
| 21 | 16/11 - 20/11 | | Semester 1 Exam | |
| 22 | 23/11 - 27/11 | | Semester 1 Exam | |
| | 30/11 - 4/12 | | Semester 1 Holidays | |
| | 7/12 - 11/12 | | | |
| | 14/12 - 18/12 | | | |
| | 21/12 - 25/12 | | | |
| | 28/12 - 1/1 | | | |

Cohort 1-Semester 2 (January - June 2016)

| Academic Week | Date | Subject Contact Week | Event | Important Dates / Deadlines |
|---------------|-------------|----------------------|---------------------------------|---|
| 23 | 4/1 - 8/1 | 18 | | |
| 24 | 11/1 - 15/1 | 19 | | |
| 25 | 18/1 - 22/1 | 20 | | |
| 26 | 25/1 - 29/1 | 21 | | |
| 27 | 1/2 - 5/2 | 22 | | |
| 28 | 8/2 - 12/2 | 23 | Group 4 Project Week | |
| 29 | 15/2 - 19/2 | 24 | | |
| 30 | 22/2 - 26/2 | 25 | | |
| 31 | 29/2 - 4/3 | 26 | | |
| 32 | 7/3 - 11/3 | 27 | | |
| 33 | 14/3 - 18/3 | | Mid-Semester 2 Test | |
| | 21/3 - 25/3 | | Mid-Semester 2 Break | |
| 34 | 28/3 - 1/4 | 28 | | |
| 35 | 4/4 - 8/4 | 29 | | |
| 36 | 11/4 - 15/4 | 30 | | |
| 37 | 18/4 - 22/4 | 31 | | |
| 38 | 25/4 - 29/4 | 32 | | |
| 39 | 2/5 - 6/5 | 33 | | |
| 40 | 9/5 - 13/5 | 34 | | |
| 41 | 16/5 - 20/5 | 35 | | |
| 42 | 23/5 - 27/5 | | Revision Week | |
| 43 | 30/5 - 3/6 | | Semester 2 Exam | |
| 44 | 6/6 - 10/6 | | Semester 2 Exam | |
| | 13/6 - 17/6 | | Semester 2 Holidays | |
| | 20/6 - 24/6 | | Preparation for Cohort 2 Intake | 26/6/2017 (Sun) - Cohort 2 - DP students registration |
| | 27/6 - 1/7 | | Cohort 2 Orientation Week | |
| | 4/7 - 8/7 | | | 4/7/2017 (Mon) - Cohort 2 - DP lesson commence |

Cohort 1-Semester 3 (July - December 2016)

| Academic Week | Date | Subject Contact Week | Event | Important Dates / Deadlines |
|---------------|---------------|----------------------|----------------------|---|
| 45 | 11/7 - 15/7 | 36 | | |
| 46 | 18/7 - 22/7 | 37 | | |
| 47 | 25/7 - 29/7 | 38 | | |
| 48 | 1/8 - 5/8 | 39 | | |
| 49 | 8/8 - 12/8 | 40 | | |
| 50 | 15/8 - 19/8 | 41 | | |
| 51 | 22/8 - 26/8 | 42 | | |
| 52 | 29/8 - 2/9 | 43 | | 1/9/2016 (Thu) - Pay the Annual Fee |
| 53 | 5/9 - 9/9 | | Mid-Semester 3 Test | Release of TOK Prescribed Titles |
| | 12/9 - 16/9 | | Mid-Semester 3 Break | 15/9/2016 MTD Candidate registration deadline MTD payment of subject fees |
| 54 | 19/9 - 23/9 | 44 | | |
| 55 | 26/9 - 30/9 | 45 | | 1/10/2016 MTD send notice of work studied for Lang. A. |
| 56 | 3/10 - 7/10 | 46 | | |
| 57 | 10/10 - 14/10 | 47 | | |
| 58 | 17/10 - 21/10 | 48 | | |
| 59 | 24/10 - 28/10 | 49 | | |
| 60 | 31/10 - 4/11 | 50 | | |
| 61 | 7/11 - 11/11 | 51 | | |
| 62 | 14/11 - 18/11 | 52 | | 15/11/2016 (Fri) Candidate registration deadline |
| 63 | 21/11 - 25/11 | | Revision Week | |
| 64 | 28/11 - 2/12 | | Semester 3 Exam | 1/12/2016 Send notice of work studied for Lang. A due |
| | 5/12 - 9/12 | | Semester 3 Holidays | |
| | 12/12 - 16/12 | | | 15/12/2016 (Thu) Payment of subject fees due |
| | 19/12 - 23/12 | | | |
| | 26/12 - 30/12 | | | |

Cohort 1-Semester 4 (Jan - June 2017)

| Academic Week | Date | Subject Contact Week | Event | Important Dates / Deadlines |
|---------------|-------------|----------------------|---------------|--|
| 65 | 2/1 - 6/1 | 53 | | |
| 66 | 9/1 - 13/1 | 54 | | 15/1/2017 (Sun) 2 nd candidates registration 15/1/2017 - MTD Submission deadline for EE, TOK Essay, Lang. A & B |
| 67 | 16/1 - 20/1 | 55 | | |
| 68 | 23/1 - 27/1 | 56 | | |
| 69 | 30/1 - 3/2 | 57 | | 1/2/2017 (Wed) - Entry available for predicted grades |
| 70 | 6/2 - 10/2 | 58 | | 10/2/2017 MTD submit predicted grades and TOK presentation recordings (if requested) |
| 71 | 13/2 - 17/2 | 59 | | |
| 72 | 20/2 - 24/2 | 60 | | 20/2/2017 - MTD send IA sample work & forms to moderator /upload |
| 73 | 27/2 - 3/3 | 61 | | |
| 74 | 6/3 - 10/3 | | IB TRIAL EXAM | |
| 75 | 13/3 - 17/3 | | IB TRIAL EXAM | 15/3/2017 (Wed) Submission deadline for EE, TOK Essay, Lang. A & B |
| 76 | 20/3 - 24/3 | 62 | | |
| 77 | 27/3 - 31/3 | 63 | | |
| 78 | 3/4 - 7/4 | 64 | | Receive exam materials from IB Assessment Centre |
| 79 | 10/4 - 14/4 | 65 | | 15/4/2017 (Sat) - Final Candidate registration |
| 80 | 17/4 - 21/4 | 66 | | 20/4/2017 (Thu) - Send IA sample work & forms to moderator /upload |
| 81 | 24/4 - 28/4 | 67 | | |

| | | | | |
|----|-------------|---|------------------------------------|--|
| 82 | 1/5 - 5/5 | | IB FINAL EXAM | 1/5/2017 (Mon) - Report arrival of exam papers |
| 83 | 8/5 - 12/5 | | IB FINAL EXAM | |
| 84 | 15/5 - 19/5 | | IB FINAL EXAM | |
| 85 | 22/5 - 26/5 | | IB FINAL EXAM | |
| | 29/5 - 2/6 | | IB Teachers Holidays | Send comments about May exam to IB Assessment Centre |
| | 5/6 - 9/6 | | | |
| | 12/6 - 16/6 | | | |
| 1 | 19/6 - 23/6 | | Preparation for Cohort 3 Intake | 25/6/2017 (Sun) - Cohort 3 - DP students registration |
| 2 | 26/6 - 30/6 | | Orientation Week | |
| 3 | 3/7 - 7/7 | 1 | | 3/7/2017 (Mon) - Cohort 3 - DP lesson commence Cohort 1 - IB Results |

Summary of Weeks Estimated for Two Academic Years

| Academic Year | Number of Academic Weeks | Number of Subject Contact/Teaching Weeks | Minimum Teaching Weeks |
|---------------|--------------------------|--|------------------------|
| Year 1 | 44 | 35 | 35 |
| Year 2 | 41 | 32 | 25 |
| Total | 85 | 67 | 60 |

Subject Contact Hours

YEAR 1
 (*35 Teaching Weeks)

| Group | Subject | Contact Hours (Mins) | Total (Hours) |
|-------------|------------------------|------------------------|---------------|
| Core | CAS | 40mins x 6 x 35 = 8400 | 140 |
| | TOK | 40mins x 5 x 35 = 7000 | 116.67 |
| 1 | Malay A SL | 40mins x 5 x 35 = 7000 | 116.67 |
| 2 | English B HL | 40mins x 7 x 35 = 9800 | 163.33 |
| 3 | Business Management HL | 40mins x 7 x 35 = 9800 | 163.33 |
| | Business Management SL | 40mins x 5 x 35 = 7000 | 116.67 |
| | Economics HL | 40mins x 7 x 35 = 9800 | 163.33 |
| | Economics SL | 40mins x 5 x 35 = 7000 | 116.67 |
| 4 | Biology HL | 40mins x 7 x 35 = 9800 | 163.33 |
| | Biology SL | 40mins x 5 x 35 = 7000 | 116.67 |
| | Chemistry HL | 40mins x 7 x 35 = 9800 | 163.33 |
| | Chemistry SL | 40mins x 5 x 35 = 7000 | 116.67 |
| | Physics HL | 40mins x 7 x 35 = 9800 | 163.33 |
| | Physics SL | 40mins x 5 x 35 = 7000 | 116.67 |
| 5 | Mathematics SL | 40mins x 5 x 35 = 7000 | 116.67 |
| 6 | Visual Arts SL | 40mins x 5 x 35 = 7000 | 116.67 |

***Based on minimum hours of teaching weeks**

YEAR 2
(*25 Teaching Weeks)

| Group | Subject | Contact Hours (Mins) | Total (Hours) |
|-------|------------------------|------------------------|---------------|
| Core | CAS | 40mins x 6 x 15 = 3600 | 60 |
| | TOK | 40mins x 5 x 20 = 4000 | 66.67 |
| 1 | Malay A SL | 40mins x 5 x 25 = 5000 | 83.33 |
| 2 | English B HL | 40mins x 7 x 25 = 7000 | 116.67 |
| 3 | Business Management HL | 40mins x 7 x 25 = 7000 | 116.67 |
| | Business Management SL | 40mins x 5 x 25 = 5000 | 83.33 |
| | Economics HL | 40mins x 7 x 25 = 7000 | 116.67 |
| | Economics SL | 40mins x 5 x 25 = 5000 | 83.33 |
| 4 | Biology HL | 40mins x 7 x 25 = 7000 | 116.67 |
| | Biology SL | 40mins x 5 x 25 = 5000 | 83.33 |
| | Chemistry HL | 40mins x 7 x 25 = 7000 | 116.67 |
| | Chemistry SL | 40mins x 5 x 25 = 5000 | 83.33 |
| | Physics HL | 40mins x 7 x 25 = 7000 | 116.67 |
| | Physics SL | 40mins x 5 x 25 = 5000 | 83.33 |
| 5 | Mathematics SL | 40mins x 5 x 25 = 5000 | 83.33 |
| 6 | Visual Arts SL | 40mins x 5 x 25 = 5000 | 83.33 |

***Based on minimum hours of teaching weeks**

Total Contact Hours

YEAR 1 & 2
(*60 Teaching Weeks)

| Group | Subject | Year 1 | Year 2 | Total (Hours) |
|-------|------------------------|--------|--------|---------------|
| Core | CAS | 140 | 60 | 200 |
| | TOK | 116.67 | 66.67 | 183.34 |
| 1 | Malay A SL | 116.67 | 83.33 | 200 |
| 2 | English B HL | 163.33 | 116.67 | 280 |
| 3 | Business Management HL | 163.33 | 116.67 | 280 |
| | Business Management SL | 116.67 | 83.33 | 200 |
| | Economics HL | 163.33 | 116.67 | 280 |
| | Economics SL | 116.67 | 83.33 | 200 |
| 4 | Biology HL | 163.33 | 116.67 | 280 |
| | Biology SL | 116.67 | 83.33 | 200 |
| | Chemistry HL | 163.33 | 116.67 | 280 |
| | Chemistry SL | 116.67 | 83.33 | 200 |
| | Physics HL | 163.33 | 116.67 | 280 |
| | Physics SL | 116.67 | 83.33 | 200 |
| 5 | Mathematics SL | 116.67 | 83.33 | 200 |
| 6 | Visual Arts SL | 116.67 | 83.33 | 200 |

***Based on minimum hours of teaching weeks**

Proposed Subject Package

| Group | Package A (Health Sc/Engine) | Package B (Architecture) | Package C (Law/Accounting) |
|-------|----------------------------------|-----------------------------|-------------------------------|
| 1 | Malay A (SL) | Malay A (SL) | Malay A (SL) |
| 2 | English B (HL) | English B (HL) | English B (HL) |
| 3 | B. Mgt / Econs / (SL) | B. Mgt / Econs (HL) | B. Mgt (HL) Econs (HL) |
| 4 | Chemistry (HL) Bio / Phy (HL) | Physics (HL) | Bio / Phy / Chem (SL) |
| 5 | Mathematics (SL) | Mathematics (SL) | Mathematics (SL) |
| 6 | | VA (SL) | |
| Core | CAS TOK | CAS TOK | CAS TOK |

Tentative Time-Table for Year 1 and Year 2

Package A

| | 7.30 8.10 | 8.10 8.50 | 8.50 0930 | 9.30 10.10 | 1010 1050 | 1110 1150 | 1150 1230 | 1230 1310 | 1310 1350 | 1350 1430 | 1500 1630 | 2000 2200 |
|----------|--------------|--------------|--------------|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--|--|
| M | | E | E | M | M | CM | CM | TOK | TOK | | Preparation Class, Consultation with subject teachers, CAS/EE supervisor, counselor | Academic Enhancement Program, Peer Teaching, Group Discussion, project work, etc |
| T | ECON | ECON | ECON | PY/BIO | PY/BIO | ML | ML | ML | TOK | | | |
| W | 0730 0805 | 0805 0840 | 0840 0915 | 0915 0950 | 0950 1025 | 1045 1120 | 1120 1155 | 1155 1230 | 1230 1305 | 1305 1340 | | |
| | M | M | M | ML | ML | CAS | PY/BIO | PY/BIO | PY/BIO | | | |
| T | TOK | TOK | CM | CM | CM | ECON | ECON | E | E | | | |
| F | 0730 0805 | 0805 0840 | 0840 0915 | 0915 0950 | 0950 1025 | 1045 1120 | 1120 1155 | 1155 1230 | | | Military Training | |
| | PY/BIO | PY/BIO | E | E | E | CM | CM | | | | | |
| S | CAS Events | | | | | | | | | | | |

Package B

| | 7.30 8.10 | 8.10 8.50 | 8.50 0930 | 9.30 10.10 | 1010 1050 | 1110 1150 | 1150 1230 | 1230 1310 | 1310 1350 | 1350 1430 | 1500 1630 | 2000 2200 |
|----------|--------------|--------------|--------------|---------------|--------------|--------------|--------------|--------------|--------------|--------------|--|--|
| M | | E | E | M | M | BS | BS | TOK | TOK | | Preparation Class, Consultation with subject teachers, CAS/EE supervisor, counselor | Academic Enhancement Program, Peer Teaching, Group Discussion, project work, etc |
| T | VA | VA | VA | PY | PY | ML | ML | ML | TOK | | | |
| W | 0730 0805 | 0805 0840 | 0840 0915 | 0915 0950 | 0950 1025 | 1045 1120 | 1120 1155 | 1155 1230 | 1230 1305 | 1305 1340 | | |
| | M | M | M | ML | ML | CAS | PY | PY | PY | | | |
| T | TOK | TOK | BS | BS | BS | VA | VA | E | E | | | |
| F | 0730 0805 | 0805 0840 | 0840 0915 | 0915 0950 | 0950 1025 | 1045 1120 | 1120 1155 | 1155 1230 | | | Military Training | |
| | PY | PY | E | E | E | BS | BS | | | | | |
| S | CAS Events | | | | | | | | | | | |

Package C

| | 7.30 8.10 | 8.10 8.50 | 8.50 0930 | 9.30 10.10 | 1010 1050 | 1110 1150 | 1150 1230 | 1230 1310 | 1310 1350 | 1350 1430 | 1500 1630 | 2000 2200 |
|----------|--------------|--------------|--------------|---------------|---------------|--------------|---------------|---------------|---------------|--------------|--|--|
| M | | E | E | M | M | BS | BS | TOK | TOK | | Preparation Class, Consultation with subject teachers, CAS/EE supervisor, counselor | Academic Enhancement Program, Peer Teaching, Group Discussion, project work, etc |
| T | ECON | ECON | ECON | PY/BI O/CM | PY/BI O/CM | ML | ML | ML | TOK | | | |
| W | 0730 0805 | 0805 0840 | 0840 0915 | 0915 0950 | 0950 1025 | 1045 1120 | 1120 1155 | 1155 1230 | 1230 1305 | 1305 1340 | | |
| | M | M | M | ML | ML | CAS | PY/BIO /CM | PY/BIO /CM | PY/BIO /CM | | | |
| T | TOK | TOK | BS | BS | BS | ECON | ECON | E | E | | | |
| F | 0730 0805 | 0805 0840 | 0840 0915 | 0915 0950 | 0950 1025 | 1045 1120 | 1120 1155 | 1155 1230 | | | Military Training | |
| | ECON | ECON | E | E | E | BS | BS | | | | | |
| S | CAS Events | | | | | | | | | | | |

Consultation Session by appointment with Subject Teachers, DP Librarian, School Counselor or Extended Essay Advisor.

| | |
|----------|-------------|
| Tuesday | 1500 - 1630 |
| Thursday | 1500 - 1630 |

Academic Enhancement Programme

| | | |
|-----------|-------------|--|
| Monday | 2015 - 2215 | Peer Teaching, enhancement classes, group discussion, project work, and other assignments. |
| Tuesday | 2015 - 2215 | |
| Wednesday | 2015 - 2215 | Personal tutoring or help session with students of educational needs. |

Student Preparation Session

| Day | 1500 - 1630 | 2015 - 2215 | Remarks |
|-----------|-------------------|-------------|---|
| Monday | Prep 1 | Prep 2 | Prep 2 session can be extended to 2300H according to individual student's need. |
| Tuesday | Prep 1 | Prep 2 | |
| Wednesday | CAS Activities | Prep 2 | |
| Thursday | Prep 1 | * Prep 2 | *2015 - 2100 : Religious Activities |
| Friday | Military Training | Prep 2 | |

MTD - IBDP Deadlines for Students' Submission of Internal and External Assessment Component

| Subject Group | Assessment / Assessment Component / Others | Students' Submission Deadline to the teacher | MTD Submission to IB Deadline | IB Deadline | Method |
|--|---|--|-------------------------------|----------------------------|---|
| Group 1 Malay A - Literature SL | <ul style="list-style-type: none"> School choice of authors and works Students' written assessment IA - Oral Commentary IA - Oral Presentation Predicted Grades for IA Sample Audio Recording | 2 Jan 2017 | 1 Oct 2016 15 Jan 2017 | 1 Dec 2016 15 Mar 2017 | IBIS Examiner : Form <u>1/LWA</u> |
| | | 15 Jan 2017 | 10 Feb 2017 20 Feb 2017 | 10 Apr 2017 20 Apr 2017 | IB Assessment Centre : IBIS IBIS : Form <u>1/LIA</u> |
| Group 2 English B HL | <ul style="list-style-type: none"> Assignment 1 : Written Production Assignment 2 : Written Response IA - Oral Activity Predicted Grades for IA Sample Audio Recording | 15 Sept 2016 10 Nov 2016 20 Nov 2016 | 15 Jan 2017 15 Jan 2017 | 15 Mar 2017 15 Mar 2017 | Examiner : Form <u>2/BWA</u> |
| | | | 10 Feb 2017 20 Feb 2017 | 10 Apr 2017 20 Apr 2017 | IB Assessment Centre : IBIS Moderator : IBIS Form <u>2/BIA</u> |
| Group 3 Business & Management HL/SL | <ul style="list-style-type: none"> IA Briefing IA Proposal IA Draft 1 Submit IA Final Predicted Grades for IA Sample IA | 1 Mar 2016 1 June 2016 1 Oct 2016 15 Jan 2017 | | | |
| | | | 10 Feb 2017 20 Feb 2017 | 10 Apr 2017 20 Apr 2017 | IB Assessment Centre : IBIS Moderator : IBIS Form <u>3/CS</u> |
| Group 3 Economics HL/SL | <ul style="list-style-type: none"> IA - Portfolio For Commentary 1 IA - Portfolio For Commentary 2 IA - Portfolio For Commentary 3 Predicted Grades for IA Sample IA | 5 Oct 2015 7 Feb 2016 15 Aug 2016 | | | |
| | | | 10 Feb 2017 20 Feb 2017 | 10 Apr 2017 20 Apr 2017 | IB Assessment Centre : IBIS Moderator : IBIS Form <u>3/CS</u> |

| Subject Group | Assessment / Assessment Component / Others | Students' Submission Deadline to the teacher | MTD Submission to IB Deadline | IB Deadline | Method |
|---|---|--|-------------------------------|----------------------------|---|
| <u>Group 4</u> Chemistry HL/SL Physics HL/SL Biology HL/SL | <ul style="list-style-type: none"> IA - Proposal IA Draft 1 IA Draft 2 Submit IA | 1 Mar 2016 20 April 2016 5 May 2016 20 May 2016 | 10 Feb 2017 | 10 Apr 2017 | IB Assessment Centre : IBIS |
| <u>Group 5</u> Mathematics SL | <ul style="list-style-type: none"> IA - Exploration Sample IA | 10 Jan 2017 | 10 Feb 2017 20 Feb 2017 | 10 Apr 2017 20 Apr 2017 | IB Assessment Centre : IBIS Moderator : IBIS Form 5/ <u>EXCS</u> |
| <u>Group 6</u> Visual Arts SL | <ul style="list-style-type: none"> Student submit choice of Option A/B Submit IA - Artwork 1 Submit IA - Artwork 2 Submit EA - Portfolio 1 Submit IA - Artwork 3 Submit EA - Portfolio 2 Submit IA - Artwork 4 Submit IA - Artwork 5 Submit predicted grades and marks for IA Upload VA materials | 10 July 2015 20 Aug 2015 20 Oct 2015 15 Feb 2016 10 May 2016 20 July 2016 1 Sept 2016 10 Oct 2016 | 10 Feb 2017 10 Feb 2017 | 10 Apr 2017 10 Apr 2017 | IB Assessment Centre : IBIS IB Assessment Centre : IBIS |
| Extended Essay | <ul style="list-style-type: none"> Submit EE Draft 1 Submit EE Final Viva Voce | 24 Oct 2016 4 Jan 2017 16 Jan 2017 | 31 Jan 2017 | 15 Mar 2017 | Examiner/IB Assessment Centre/IBIS |

| Subject Group | Assessment / Assessment Component / Others | Students' Submission Deadline to the teacher | MTD Submission to IB Deadline | IB Deadline | Method |
|---------------|---|---|---|---|---|
| TOK | <ul style="list-style-type: none"> IA - TOK Presentation Predicted Grades for IA TOK Presentation Recordings (if notified) TOK Essay Draft 1 TOK Essay Draft 2 TOK Final Essay | 26 Sept - 7 Oct 2016 1 Nov 2016 22 Nov 2016 4 Jan 2017 | 10 Feb 2017 10 Feb 2017 10 Feb 2017 | 10 Apr 2017 20 Apr 2017 15 Mar 2017 | IB Assessment Centre : IBIS Examiner : Form <u>TK/PPM</u> IB Assessment Centre : IBIS |
| CAS | <ul style="list-style-type: none"> Student submit Activity 1 Proposal Form (APF1) Student submit Activity 1 Evaluation Form (AEF 1) Student submit Activity 2 Proposal Form (APF2) Student submit Activity 2 Evaluation Form (AEF 2) Student submit Activity 3 Proposal Form (APF3) Student submit Activity 3 Evaluation Form (AEF 3) Student submit Activity 4 Proposal Form (APF4) Student submit Activity 4 Evaluation Form (AEF 4) Student submit final summary report CAS Coordinator submit CAS programme completion form to IB CAS Coordinator submit candidates' final evaluation report to IB | 7 July 2015 15 Sept 2015 15 Sept 2015 8 July 2016 8 July 2016 23 Sept 2016 23 Sept 2016 2 Nov 2016 1 Mar 2017 | 1 Apr 2017 1 Apr 2017 | 1 June 2017 1 June 2017 | Regional Office : IBIS Regional Office : IBIS |

Reference:

1. IB. 2014. *Handbook of Procedures for the IB Diploma Programme*.
2. Blake, C. 2014. *IBDP for Administrators Category 1*. (Workshop Handbook)
3. Mara College Seremban IB World School Curriculum.
4. University of Michigan. Teaching Strategies. 2014.
(<http://www.crlt.umich.edu/tstrategies/tse1>)
5. en.wikipedia.org