



KEMENTERIAN PENDIDIKAN TINGGI
JABATAN PENDIDIKAN POLITEKNIK DAN KOLEJ KOMUNITI



BUKU PANDUAN PELAJAR ***STUDENT HANDBOOK***

DIPLOMA PENGURUSAN PELANCONGAN
DIPLOMA PELANCONGAN REKREASI
POLITEKNIK TAWAU SABAH



2025/2026
EDISI KE-2



BUKU PANDUAN PELAJAR ***STUDENT HANDBOOK***

BUKU PANDUAN PELAJAR INI MENGANDUNGI
PANDUAN **AKADEMIK** BAGI PROGRAM PENGAJIAN
DIPLOMA PENGURUSAN PELANCONGAN (DUP)

DIPLOMA PELANCONGAN REKREASI (DRT)

JABATAN PELANCONGAN DAN HOSPITALITI (JPH)

POLITEKNIK TAWAU SABAH (PTS)

BERTUJUAN UNTUK MEMBERI

PENDEDAHAN DAN RUJUKAN AKADEMIK

PROGRAM PENGAJIAN DUP & DRT

KEPADA PELAJAR PTS

PANDUAN-PANDUAN LAIN AKAN / TELAH DIBERITAHU DI
TAKLIMAT MAJLIS SUAI KENAL (MSK) PELAJAR BAHARU PTS

ATAU RUJUK PENASIHAT AKADEMIK,

APLIKASI CIDOS, PAPAN KENYATAAN, PORTAL RASMI DLL.

BUKU INI BERDASARKAN KURIKULUM VERSI 03102023_3

SESI I 2024/2025 BAGI DUP DAN KURIKULUM VERSI

05052025_1 SESI 2025/2026 BAGI DRT



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ALUAN KETUA JABATAN PELANCONGAN DAN HOSPITALITI



**EN. MOHAMAD ZULHILMY BIN
MOHAMAD YUSOP**

Ketua Jabatan

Jabatan Pelancongan & Hospitaliti
Politeknik Tawau Sabah

Salam sejahtera.

Saya sukacitanya mengalu-alukan dan mengucapkan tahniah kepada semua pelajar baru kerana ditawarkan kemasukan ke Program Diploma Pengurusan Pelancongan (DUP) dan Program Diploma Pelancongan Rekreasi (DRT) di Jabatan Pelancongan dan Hospitaliti (JPH), Politeknik Tawau Sabah (PTS). Saya harap peluang yang diberikan akan membantu anda mengembangkan pengetahuan, minat, bakat dan kemampuan anda.

Buku Panduan ini mengandungi maklumat ringkas PTS, program DUP, program DRT kurikulum dan sukatan pelajaran yang digunakan untuk pengambilan pelajar JPH PTS. Ia juga berfungsi sebagai sumber rujukan utama anda berkaitan dengan urusan akademik anda dan menyediakan maklumat yang diperlukan oleh para pelajar terutama pada pentadbiran jabatan, pelaksanaan program dan kursus yang ditawarkan. Buku panduan ini boleh digunakan oleh pelajar untuk merancang pembelajaran mereka serta rujukan untuk struktur program yang ditawarkan oleh jabatan.

Bagi pihak jabatan, saya ingin mengambil kesempatan ini untuk mengucapkan terima kasih kerana memilih PTS sebagai tempat untuk menyambung pendidikan tinggi anda. Semoga ianya memberi manfaat kepada semua yang berkaitan. Sekian, terima kasih.

VISI & MISI



Visi

Menjadi peneraju institusi TVET yang unggul



Misi

- Menyediakan akses yang meluas kepada program TVET berkualiti dan diiktiraf.
- Memperkasa komuniti melalui pembelajaran sepanjang hayat.
- Melahirkan graduan holistik berciri keusahawanan dan seimbang.
- Memanfaatkan sepenuhnya perkongsian pintar dengan pihak berkepentingan



LOGO



POLITEKNIK MALAYSIA



Direka oleh

Diana binti Jais
Jabatan Rekabentuk & Komunikasi Visual
Politeknik Muadzam Shah (PMS)

Penerangan

4 **bucu** mewakili teras yang terkandung dalam Halatuju Transformasi Politeknik dan juga 4 komponen utama dalam TVET iaitu Teknikal, Vokasional, Pendidikan & Latihan

Arah lengkungan ke atas melambangkan peningkatan kemahiran dan tahap kebolehpasaran pelajar serta peranan politeknik sebagai peneraju TVET.

Fon yang digunakan bagi POLITEKNIK adalah Dodge Font yang berkonsep futuristik melambangkan kesediaan JPP dalam memandu organisasi ke arah teknologi global. Perkataan MALAYSIA menggunakan fon Abeatby Kai bagi memperlihatkan elemen kemodenan. Cambria Bold pula digunakan bagi perkataan yang mewakili nama-nama politeknik yang ada. Rupa huruf Serif yang lebih formal digunakan bagi memperlihatkan kesungguhan politeknik dalam melahirkan graduan berkualiti dan berdaya saing.

Warna merah melambangkan keberanian dan kegagahan. Warna hitam pula mewakili aspek profesionalisma.



INSTITUSI PENGAJIAN TINGGI

**Nama Institusi:**

Politeknik Tawau Sabah (PTS)

Alamat Institusi:

KM 36, Jalan Balung,
91009 Tawau, Sabah.

No. Telefon : +608 995 0500

No. Faksimili : +608 995 0501

Emel : admin@politawau.edu.my

Portal Rasmi : <https://politawau.mypolycc.edu.my/>

PENAWARAN PROGRAM AKADEMIK

**Nama Program:**

Diploma Pengurusan Pelancongan (DUP)

Diploma Pelancongan Rekreasi (DRT)

Mod Pengajian:

Sepenuh masa

Jangka Masa Pengajian:

3 tahun / 6 semester

PENGENALAN



POLITEKNIK TAWAU SABAH

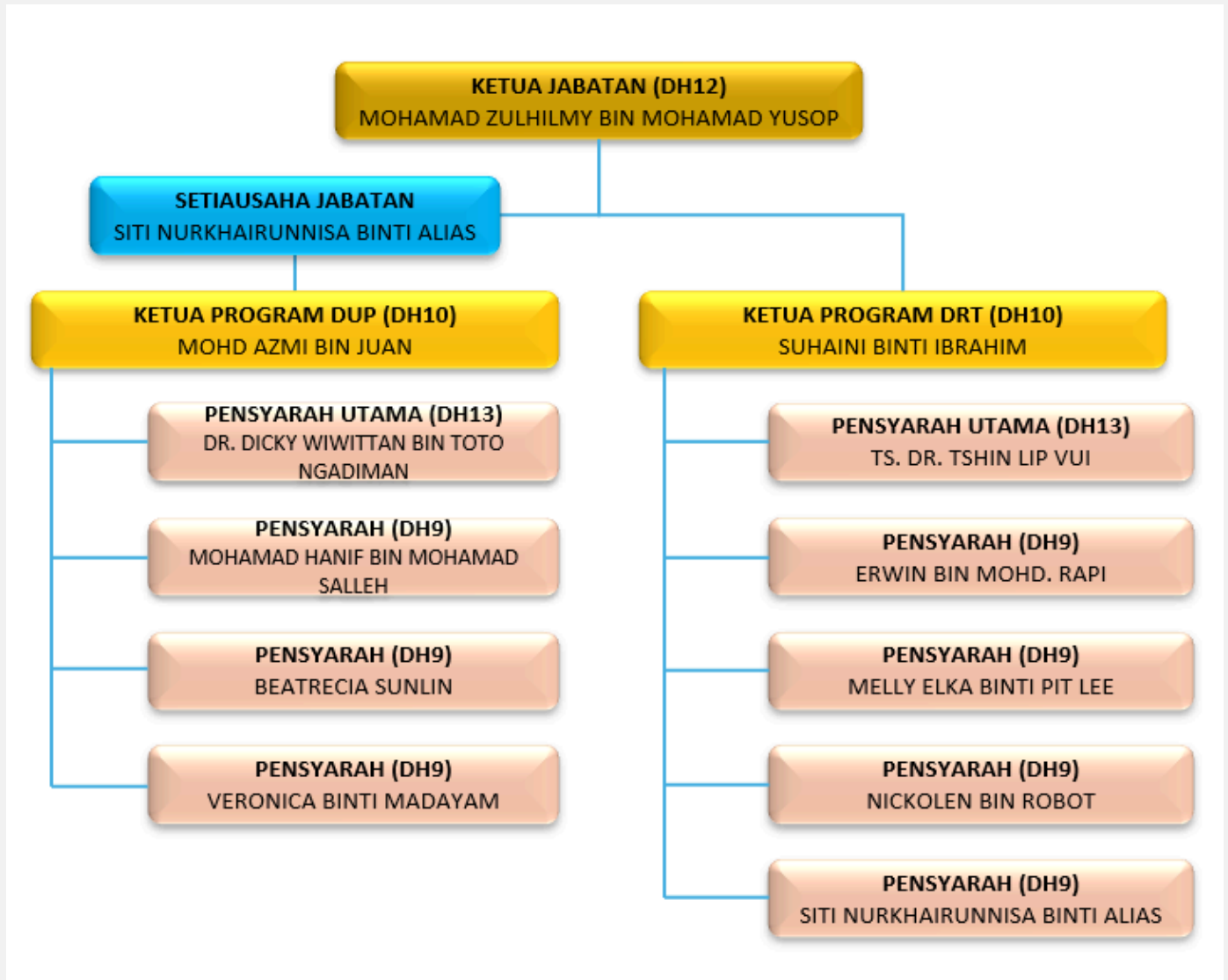
Politeknik Tawau Sabah (PTS) secara rasminya memulakan operasinya pada 29 September 2017 di Institut Pendidikan Guru Kampus Tawau (IPGK Tawau) apabila IPGK Tawau diarahkan untuk bertukar fungsi sebagai sebuah politeknik. Bagaimanapun pada akhir tahun 2018, PTS dan IPGK Tawau menjadi dua buah organisasi pendidikan tinggi di bawah Kementerian Pendidikan Malaysia bersama-sama menjalankan operasi (co-exist) di kampus IPGK Tawau.

PTS menerima kemasukan pelajar baharu secara julung kalinya pada 3 Disember 2018, sesi Disember 2018 yang mengikuti program pengajian **Diploma Pengurusan Pelancongan (DUP)** selama 3 tahun, di bawah Jabatan Akademik iaitu **Jabatan Pelancongan dan Hospitaliti (JPH)**. Disusuli program pengajian lain iaitu **Diploma Pelancongan Rekreasi (DRT)** pada sesi II 2022/2023.

Program pengajian ini direka secara home-grown, bersifat hands-on serta application-oriented education and training. Selain itu program ini menekankan penghasilan pelajar ready-to-work dan Diploma yang dianugerahkan mempunyai komponen yang besar dalam aspek pembelajaran berasaskan pekerjaan atau Latihan Industri - Work Based Learning (LI-WBL).

Program pengajian ini dilaksanakan di PTS bertujuan memperluaskan penawaran program yang sesuai berdasarkan ekonomi setempat iaitu dalam industri pelancongan dan hospitaliti, membuka peluang orang ramai melanjutkan pelajaran ke peringkat pengajian yang lebih tinggi, serta memberi peluang pekerjaan yang luas kepada bakal graduan.

CARTA ORGANISASI JPH



DIKEMASKINI PADA: 10 JULAI 2025

PEJABAT & KEMUDAHAN

Antara pejabat & kemudahan di PTS (sedia ada DAN dalam perancangan)

i. Blok Pentadbiran / Pengurusan

- -Pejabat Pengarah, TPA & TPSA
- -Pejabat Pentadbiran, Unit HEP & Unit Peperiksaan
- -Pejabat Pensyarah
- -Bilik Mesyuarat
- -Stor Pusat
- -Bilik Perolehan

ii. Blok Akademik

- -17 buah Bilik Kuliah
- -1 buah Dewan Kuliah (Al-Jabbar)
- -1 buah Global Distribution Centre (GDC) / Makmal Komputer
- -1 buah Tourism Recreational Resource Centre (TRRC)
- -1 buah Perpustakaan

iii. Ruang sedia ada (sedang dan akan dinaiktaraf)

- 1 buah Tourism Simulation Centre (TSC)
- 1 buah Tourism Interpretation Centre (TIC)
- 1 buah Restoran Komersil Latihan
- 1 buah Technology-enabled Collaborative Classroom (TeCC)
- 4 buah Bilik Seminar
- 1 buah Bilik Tayangan
- 1 buah Bilik Keusahawanan

Antara kemudahan lain di IPGK Tawau secara usahasama

i. Pusat Sumber
ii. Medan Selera

iii. Masjid
iv. Kafeteria Asrama
v. Astaka & Gelanggang Sukan
vi. Gimnasium

vii. Dewan Serbaguna Datuk Amir Bek

DIPLOMA IN TOURISM MANAGEMENT (DUP)



SYNOPSIS

The Diploma in Tourism Management (DUP) is specifically developed to provide a comprehensive coverage of the various components of the tourism industry and the specific required competencies activities. It comprises travel and tour operations, tour guiding techniques, reservation and ticketing, recreation tourism, tourism marketing, visitor interpretation services and event management.

The knowledge and skills included in the programme provide graduates with a wider range of employment opportunities. A special emphasis is placed on the development of interpersonal, communication, digital, numeracy, leadership, autonomy, responsibility, ethics, professionalism personal and entrepreneurial skills. Apart from the technical knowledge and skills, the programme also emphasizes on the development of the individual learner's potential in an integrated and holistic manner through courses such as Islamic studies, moral studies, co-curriculum, soft skills and entrepreneurship.

DIPLOMA IN TOURISM MANAGEMENT (DUP)



JOB PROSPECT

This programme provides knowledge and skills in tourism management that can be applied to a broad range of careers in the tourism industry. The knowledge and skills that the students acquire from the programme will enable them to fill in any of the job positions as follow:

TRAVEL AND TOURISM	RECREATION	BUSINESS	Government Sector
1. Assistant Archive Officer 2. Assistant Ticketing Officer 3. Cultural Officer (B29/30) 4. Curator/Interpreter (Museum, Visitor Interpretation Centre) 5. Educator 6. Event Planner 7. Event Sales Coordinator 8. Sales and Marketing Executive (Theme Park, Travel Agent, Tourism Attraction Places) 9. Tour Guide 10. Tour Leader 11. Tourism Attractions Operation personnel	1. Recreation Personnel 2. Recreation Facility Personnel	1. Entrepreneur in Tourism, Travel and Tour Business	

PROGRAMME AIM (PAi)



This program believes that every individual has potential and the programme aims to foster responsible and adaptable Tourism Executives to support the country's aspiration of becoming a world-class tourist and cultural destination.

PROGRAMME EDUCATIONAL OBJECTIVES (PEO)

Within a few years after completing the Diploma in Tourism Management, graduates are able to:

- PEO 1: Apply a broad range of theoretical and technical knowledge and skills including technical, digital, numerical, and problem-solving skills to carry out varied complex routine and non-routine tasks under minimum supervision in tourism work or study.
- PEO 2: Develop effective teamwork, interpersonal, communication skills and be socially and ethically responsible in the tourism industry.
- PEO 3: Inculcate desire for lifelong learning, entrepreneurship, professional ethics, and career development in the tourism industry.

PROGRAMME LEARNING OUTCOME (PLO)



Upon completion of the programme, students should be able to:

- PLO1: demonstrate an understanding of a broad range of theoretical and technical knowledge to perform varied complex routine and non-routine tasks in tourism industry areas.
- PLO2: apply critical thinking skills in solving problems or issues while performing varied complex routine and non-routine tasks related to the tourism industry.
- PLO3: demonstrate practical skills to perform varied complex routine and non routine task in the tourism industry.
- PLO4: demonstrate interpersonal skills within a wide working environment in the tourism industry.
- PLO5: demonstrate communication skills by proficiently utilizing both the national language and other additional languages.
- PLO6: demonstrate the application of digital skills in performing a variety of complex routine and non-routine tasks within the tourism industry.

PROGRAMME LEARNING OUTCOME (PLO)



- PLO7: demonstrate the application of numerical and graphical data in executing diverse complex routine and non-routine tasks within the tourism industry.
 - PLO8: demonstrate the capability to work autonomously and lead teams with a high level of responsibility.
 - PLO9: demonstrate personal skills through initiatives aimed at self-improvement for both career and educational goals.
 - PLO10: apply entrepreneurial skills within tourism and hospitality industry.
 - PLO11: demonstrate organisational and professional ethics within the work environment while applying sustainable practices in tourism industry tasks and learning contexts.
- 

TEACHING AND LEARNING



Teaching and Learning (T&L) in the classroom is based on the delivery of lectures, simulation activities, role-play, discussions, presentations, talks, projects, and practical work (in the computer lab, simulation office, training kitchen, restaurant, and outside the classroom such as event and recreational activities), all aligned with the **Outcome-Based Education (OBE)** system. English is the main medium of instruction for T&L in the DUP program, except for a few courses under Unit Pengajian Am (UPA).

Classes are held weekly (Monday to Friday) according to a set timetable. Each program has a different composition of courses offered, including the following combinations: compulsory, general core, disciplinary core, and industrial training (practical training / practicum). Classes for the Kursus Secara Sambilan (KSS) are held every Saturday and Sunday. However, KSS is currently not offered at PTS. Nevertheless, students sometimes attend on public holidays to complete assigned tasks, such as events or projects.

Student assessment includes quizzes, written tests, assignments, reports, practical work, and so on, which are carried out continuously through out the academic semester. This continuous assessment is weighted at 50%, while the final examination (written) is weighted at 50% of the total score of 100%, or 100% continuous assessment with no final examination. Assessment for industrial training, however, is carried out by the industrial training company supervisor and an appointed Politeknik Malaysia lecturer (according to the zone), based on a set assessment format.

COURSE PROGRAMME CLASSIFICATION



No.	Classification	Total Credit	%
i.	(a) Compulsory	11	12%
	(b) Compulsory (Bahasa Kebangsaan A) ^b	2 ^b	0%
ii.	Common Core	18	20%
iii.	Discipline Core	53	58%
iv.	Specialization	0	0%
Total Credit		82	
v.	(a) Electives	0	0%
	(b) Free Electives ^a	2 ^a	0%
vi.	Industrial Training	9	10%
Grand Total Credit		91	100%

No.	Tourism and Hospitality Courses	Total Hours	%***
i.	Lecture	31	30%
ii.	Practical	72	70%
iii.	Tutorial	0	0%
Total Contact Hours		103	100%

***Rounded to whole number.

FIELD OF STUDY



SEMESTER 1

- Penghayatan Etika dan Peradaban
- Communicative English 1
- Sukan 1
- Kelab/Persatuan 1
- Unit Beruniform 1
- Customer Service for Tourism and Hospitality
- Tourism in Malaysia
- Tourism Geography

SEMESTER 2

- Sukan 2
- Kelab/Persatuan 2
- Unit Beruniform 2
- Tourism and Hospitality Marketing
- Digital Entrepreneurship for Tourism and Hospitality
- Travel and Tour Management
- Tourism Transportation
- Terrestrial Recreational Tourism

SEMESTER 3

- Communicative English 2
- Visitor Interpretation Services
- Travel Package Development
- Tourist Guiding Techniques
- Marine Recreational Tourism

FIELD OF STUDY



SEMESTER 4

- Pelancongan dan Hospitaliti Dalam Islam
- Nilai Masyarakat Malaysia
- English for Professional Communication in Tourism and Hospitality
- Principles of Accounting for Tourism and Hospitality
- Tourism Expedition
- Tourism Project 1
- Event Operation and Management

SEMESTER 5

- Kursus Integriti dan Antirasuah
- Occupational, Safety and Health
- Green Technology Compliance
- Tourism Project 2
- Community Based Tourism

SEMESTER 6

- Industrial Training

COURSE SYNOPSIS



SEMESTER 1

PRINCIPLES OF TOURISM MANAGEMENT introduces students to the principles of tourism as a whole and emphasises the industry's product and service components that are applicable to the tourism sector. The students' knowledge and understanding of the industry's career and entrepreneurial opportunities enable them to address current trends, issues, and challenges in the industry.

TOURISM IN MALAYSIA introduces students to the tourism profile of Malaysia, including its history, demographics, geography, administration, economy, people and culture. The students' knowledge and understanding of the tourism scenario in Malaysian will expose them to a diverse range of tourism products and attractions, the tourism push and pull factor, appreciation, and a sense of national pride.

TOURISM GEOGRAPHY exposes the students to the basic geographical components of tourism. Students are also exposed to the resources, physical features, attractions, transportation, climatic variations, study of world maps, time difference, international date line and the importance of geography in tourism.

CUSTOMER SERVICE FOR TOURISM AND HOSPITALITY introduces students to the skills required for establishing a specific career path through personal and professional development. Students should be given knowledge and basic understanding of how customer service is established, practised, and organised in the hospitality and tourism industries. Students should also be able to demonstrate a positive and hospitable attitude that has been practised in the hospitality and tourism industries and how the public sector is responding to it.

COURSE SYNOPSIS



SEMESTER 2

TOURISM AND HOSPITALITY MARKETING provides knowledge on theories, concepts, and strategies applied to market the products and services offered by the tourism and hospitality industry. The course focuses on the marketing mix (8Ps) strategies, marketing research, market segmentation and positioning, and marketing plan used in the tourism and hospitality industry. Students will be able to organize a marketing plan for products or services using an appropriate promotional mix. This course develops students' critical and creative thinking through a marketing plan in which the teaching and learning process may incorporate flexible and innovative scheduling strategies.

DIGITAL ENTREPRENEURSHIP FOR TOURISM AND HOSPITALITY introduces how to develop creativity and innovation and managing risk in starting up a digital business environment. This course will also guide the students on ways to conduct a business using online marketing platforms such as social media marketing, website, mobile marketing and email marketing. This course also emphasis on the development of e-business via e-commerce platform to reach a wider market.

TRAVEL AND TOUR MANAGEMENT course offers students an in-depth exploration of travel and tour agencies, including their purpose, role, and historical significance. The course delves into various aspects, such as the functions, establishment process, and relevant laws specific to Malaysia. Furthermore, students will examine entrepreneurial opportunities within the industry and develop an understanding of the importance of incorporating principle and practices in travel and tour businesses.

COURSE SYNOPSIS



TOURISM TRANSPORTATION provide students with the basic understanding regarding the modes of transportation, systems, types of transportation service operations, and role of transportation in the tourism sector. The emphasis of the course is on the significance of the various modes of travel and their function as a key element in the industry of tourism. Students will be exposed to the different facets of developing and overseeing the operation of tourist transport. The course also includes current issues and future challenges in the transport industry.

TERRESTRIAL RECREATIONAL TOURISM exposes students to terrestrial-based recreational activities within the tourism industry. Students will develop competencies in the overall operation and management of terrestrial-based recreational activities. All terrestrial-based recreational activities are conducted based on international safety and risk management plan standards. For the assessment purpose, students are required to plan and implement the terrestrial-based recreational activities. To ensure successful implementation of this course, the teaching and learning process must apply flexible and innovative scheduling strategies.

COURSE SYNOPSIS



SEMESTER 3

VISITOR INTERPRETATION SERVICES covers the basic concepts and application of interpretation services in visitor interpretation environment. It includes the principles, competencies, methodologies, and planning elements in interpretation services for visitors and tourists. Students are required to plan and accomplish interpretation assignments and projects.

TRAVEL PACKAGE DEVELOPMENT exposes students to the process of developing and implementing a tour package. Among the skills learned is the planning process including design of itineraries, tour packaging, tour costing and entrepreneurial skills. Students also are required to plan and organised a tour package efficiently based on the systematic process they learned in class.

TOURIST GUIDING TECHNIQUES expose students to the major aspects of professional tour guiding such as public speaking, communication skills, interpretation and tour commentary. Students will gain hands-on experience in preparing tour commentary, executing tour itinerary, guiding and managing a tour, delivering tour commentary on-site, conducting a group tour operation to completion.

MARINE RECREATIONAL TOURISM exposes students to marine-based recreational activities for the tourism industry. Students will develop competencies in overall operations and management of marine-based recreational activities. All recreational activities will be conducted based on international safety and risk management plan standards. In order to ensure successful implementation of this course, the teaching and learning process must apply flexible and innovative scheduling strategies.

COURSE SYNOPSIS



SEMESTER 4

PRINCIPLES OF ACCOUNTING FOR TOURISM AND HOSPITALITY provides basic accounting concepts and principles in various business transactions. This course gives a foundation of knowledge of the accounting process, accounts recording procedures and financial statements generally used within the tourism and hospitality industry.

TOURISM EXPEDITION equips students with real life experience on planning for a specific purpose such as exploring a distant place, doing a research, organizing and managing domestic and international tourism expedition. This course emphasizes on preparing a proposal, conducting a journey to the tourist attraction area, conducting tourism survey, preparing reports and delivering presentations.

TOURISM PROJECT 1 enables students to apply and demonstrate their understanding of the knowledge and skills obtained in the preceding semesters via projects. The projects can be carried out in the form of a literature study, a mini research, and a problem solving or prototype design related to the tourism field. To execute the project, students are required to produce a project proposal, a progress report and presentations.

EVENT OPERATION AND MANAGEMENT covers the knowledge and understanding of planning and management skills of an event. Effective planning and preparation are crucial to the success of an event, therefore students are required to prepare the necessary skills by learning event budgets, setting event objectives, planning and managing a successful event. This course leads students to look at the operational and marketing plan as well as managing, implementing and evaluating the event.

COURSE SYNOPSIS



SEMESTER 5

KURSUS INTEGRITI DAN ANTIRASUAH (KIAR) merangkumi konsep asas tentang nilai integriti, bentuk perbuatan rasuah dan salah guna kuasa dalam kehidupan seharian serta dalam organisasi dan langkah-langkah pencegahan rasuah.

OCCUPATIONAL, SAFETY AND HEALTH course is designed to impart understanding of the self-regulatory concepts and provisions under the Occupational Safety & Health Act (OSHA) in Malaysia. This course presents the responsibilities of workers in implementing and complying with the safety procedures at work. Understanding of notifications of accidents, dangerous occurrences, poisoning and diseases and liability for offences will be imparted to students. This course will also provide an understanding of the key issues in OSH Management, Incident Prevention, Hazard Identification Risk Control and Risk Assessment (HIRARC), Fire Safety and First Aid, Workplace Environment and Ergonomics and guide the students gradually into this multi-disciplinary science.

GREEN TECHNOLOGY COMPLIANCE course is designed to introduce students with the integration of green knowledge, skills practices, and compliances in line with sustainable development goals (SDGs). Students will be exposed to related sustainable activities in achieving SDGs which also include innovation, viability and natural resources preservation. Students will also learn other areas where green technology is implemented such as energy, transport, building, water and waste management.

COURSE SYNOPSIS



SUSTAINABLE TOURISM exposes students to the techniques in managing tourism resources and tourism development progress. Students are exposed to topics on sustainability tools such as conservation and preservation, Environmental Impact Assessment (EIA), carrying capacity, Limit Acceptable Change (LAC), and zoning that are used to minimize the negative impact caused by tourism activities. Students are also required to organize fieldwork to enhance their understanding of sustainable tourism knowledge in the tourism industry. To ensure the successful implementation of the fieldwork, the teaching and learning process may incorporate flexible and innovative scheduling strategies.

GLOBAL DISTRIBUTION SYSTEM (GDS) is a course that exposes students to the basic knowledge about ticketing reservation system use in the tourism industry. This course will cover topics on the introduction to the global distribution system and also discuss the ticketing reservation system used by the travel agencies to make flight reservation in the tourism industry.

TOURISM PROJECT 2 exposes students to the knowledge, concept and skills which have been obtained throughout the programme. The types of projects consist of literature study, research, problem solving or prototype design related to the tourism field. Students are required to produce a project proposal, a progress report and presentations.

COURSE SYNOPSIS



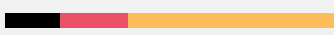
COMMUNITY BASED TOURISM is designed to expose students to a concept of planning and programming process of a community based tourism towards local community. The course emphasizes on selecting specific destinations and recognizing the relevant stakeholders. Students will adopt leadership skills and be responsible for managing a CBT programme. Students will adopt leadership and responsibilities skills in managing a Community Based Tourism (CBT) programme.

SEMESTER 6

INDUSTRIAL TRAINING prepares students with employability skills and current industrial technologies in actual working environment. This course allows students to experience the work culture of the workplace as well as provides a platform for students to put into practice the skills and knowledge learnt. The desired attributes include organisational orientation and professional ethics, effective communication, leadership and teamwork, continuous learning and information management, as well as self-management and entrepreneurial mind at the workplace.

DIPLOMA IN RECREATIONAL TOURISM (DRT)

PROGRAMME SYNOPSIS



Diploma in Recreational Tourism (DRT) is specifically developed to provide a comprehensive coverage of the various components of the recreational tourism industry and the specific required competencies activities such as marine and terrestrial recreational tourism, recreational facility maintenance, nature interpretation services, recreational operations management, recreational expeditions, recreational event management, recreational volunteerism, recreational package development, technology in recreation and recreational projects. The knowledge and skills that cover recreational tourism will provide graduates with a wider range of employment opportunities. A special emphasis is placed on the development of interpersonal communication, digital, numeracy, leadership, autonomy, responsibility, ethics, professionalism, personal and entrepreneurial skills. Apart from the technical knowledge and skills, the program also emphasizes the development of students' individual potential in an integrated and holistic manner through additional courses.

DIPLOMA IN RECREATIONAL TOURISM (DRT)

JOB PROSPECT



This program provides students with knowledge and skills in the recreational tourism that can be applied to a broad range of careers in the recreational industry, this will enable them to take on any of the following job positions:

GOVERNMENT	CORPORATE	SELF EMPLOYED
1. Ministry of Art, Tourism & Culture 2. Ministry of housing and local government 3. Ministry of Youth and Sports 4. Ministry of natural resources and environmental sustainability	1. Recreational Tourism Officer 2. Recreational Event Coordinator 3. Resort Supervisor 4. Amusement/Theme Park Supervisor 5. Recreational Park Supervisor 6. Clubhouse Supervisor 7. Leisure Management Consultant 8. Outdoor Recreation Instructor 9. Nature/Heritage Interpreter 10. Recreation Facilities Supervisor 11. Tour Leader 12. City Guide/Nature Guide 13. NGOs 14. Park Ranger	1. Outdoor Centre Consultant 2. Freelance Instructor 3. Swimming Coach 4. Outdoor Instructor 5. Recreation Operator

PROGRAMME AIM (PAi)



This program aims to develop every individual into multi-skilled and professional Recreation Office in alignment with the National Tourism Policy based on principles of competitiveness, sustainability and inclusiveness to place Malaysia as a global top ten destination in both arrivals and receipts.

PROGRAMME OBJECTIVE (PEO)

Within a few years after completing the Diploma in Recreational Tourism programme, TVET graduates will be able to:

- PEO 1: Apply a broad range of theoretical and technical knowledge and skills upon working life experience including technical, digital, numerical, and problem-solving skills to carry out varied complex task with or without minimum supervision in the recreational tourism industry.
- PEO 2: Develop effective teamwork, interpersonal, communication skills and be socially and ethically responsible in the recreational tourism industry.
- PEO 3: Inculcate desire for lifelong learning, entrepreneurship, professional ethics, and career development in the recreational tourism industry.

PROGRAMME LEARNING OUTCOME (PLO)

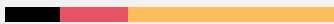


Upon completion of this programme, students should be able to:

- PLO1: demonstrate an understanding of a broad range of theoretical knowledge to perform varied complex routine and non-routine tasks in recreational tourism industry.
- PLO2: apply critical thinking skills in solving problems or issues while performing varied complex routine and non-routine tasks in recreational tourism industry.
- PLO3: demonstrate practical skills to perform varied complex routine and non routine task in the recreational tourism industry.
- PLO4: demonstrate interpersonal skills within a wide working environment in the recreational tourism industry.
- PLO5: demonstrate communication skills by proficiently utilizing both the national language and other additional languages.
- PLO6: perform the application of digital skills in performing a variety of complex routine and non-routine tasks within the recreational tourism industry.

PROGRAMME LEARNING OUTCOME (PLO)



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- PLO7: apply numerical and graphical data in executing diverse, complex routine and non-routine tasks within the recreational tourism industry.
- PLO8: demonstrate the capability to work autonomously and lead teams with high level of responsibility.
- PLO9: demonstrate personal skills through initiatives aimed at self-improvement for both career and educational goals.
- PLO10: apply entrepreneurial skills within recreational tourism industry.
- PLO11: demonstrate organizational and professional ethics within the work environment while applying sustainable practices in recreational tourism industry task and learning contexts.

TEACHING AND LEARNING



Teaching and Learning (T&L) in the classroom is based on the delivery of lectures, simulation activities, role-play, discussions, presentations, talks, projects, and practical work (in the computer lab, simulation office, training kitchen, restaurant, and outside the classroom such as event and recreational activities), all aligned with the Outcome-Based Education (OBE) system. English is the main medium of instruction for T&L in the DRT program, except for a few courses under Unit Pengajian Am (UPA).

Classes are held weekly (Monday to Friday) according to a set timetable. Each program has a different composition of courses offered, including the following combinations: compulsory, general core, disciplinary core, and industrial training (practical training / practicum). Classes for the Kursus Secara Sambilan (KSS) are held every Saturday and Sunday. However, KSS is currently not offered at PTS. Nevertheless, students sometimes attend on public holidays to complete assigned tasks, such as events or projects.

Student assessment includes quizzes, written tests, assignments, reports, practical work, and so on, which are carried out continuously through out the academic semester. This continuous assessment is weighted at 50%, while the final examination (written) is weighted at 50% of the total score of 100%, or 100% continuous assessment with no final examination. Assessment for industrial training, however, is carried out by the industrial training company supervisor and an appointed Politeknik Malaysia lecturer (according to the zone), based on a set assessment format.

COURSE PROGRAMME CLASSIFICATION



No.	Classification	Total Credit	%
i.	(a) Compulsory	11	12%
	(b) Compulsory (Bahasa Kebangsaan A) ^b	2 ^b	0%
ii.	Common Core	19	21%
iii.	Discipline Core	51	57%
iv.	Specialization	0	0%
Total Credit		81	
v.	(a) Electives	0	0%
	(b) Free Electives ^a	2 ^a	0%
vi.	Industrial Training	9	10%
Grand Total Credit		90	100%

No.	Tourism and Hospitality Courses	Total Hours	%***
i.	Lecture	25	24%
ii.	Practical	78	76%
iii.	Tutorial	0	0%
Total Contact Hours		103	100%

***Rounded to whole number.

FIELD OF STUDY



SEMESTER 1

- Penghayatan Etika dan Peradaban
- Communicative English 1
- Sukan 1
- Kelab/Persatuan 1
- Unit Beruniform 1
- Occupational Safety & Health
- Principles of Tourism Management
- Fundamentals of Recreation
- Recreational Operations Management

SEMESTER 2

- Sukan 2
- Kelab/Persatuan 2
- Unit Beruniform 2
- Customer Service for Tourism and Hospitality
- Digital Entrepreneurship for Tourism and Hospitality
- Nature Interpretation Service
- Terrestrial Recreational Tourism
- Facilitator in Recreation

SEMESTER 3

- Communicative English 2
- Green Technology Compliance
- Tourism and Hospitality Marketing
- Tourist Guiding Techniques
- Marine Recreational Tourism
- Recreational Facilities Maintenance

FIELD OF STUDY



SEMESTER 4

- Pelancongan dan Hospitaliti Dalam Islam*
- Nilai Masyarakat Malaysia**
- English for Professional Communication in Tourism and Hospitality
- Recreational Package Development
- Recreational Project 1
- Park and Recreation Management
- Recreational Event Management

SEMESTER 5

- Kursus Integriti dan Antirasuah
- Community Based Tourism
- Technology in Recreation
- Recreational Project 2
- Recreational Volunteerism
- Recreational Expedition

SEMESTER 6

- Industrial Training

COURSE SYNOPSIS



SEMESTER 1

OCCUPATIONAL, SAFETY AND HEALTH course is designed to impart understanding of the self-regulatory concepts and provisions under the Occupational Safety & Health Act (OSHA). This course presents the responsibilities of workers in implementing and complying with the safety procedures at work. Understanding of notifications of accidents, dangerous occurrence, poisoning and diseases and liability for offences will be imparted upon students. This course will also provide an understanding of the key issues in OSH Management, Incident Prevention, Fire Safety, Hazard Identification Risk Control and Risk Assessment (HIRARC), Workplace Environment and Ergonomics and guide the students gradually into this multi-disciplinary science.

FUNDAMENTAL OF RECREATION course is designed to provide students with foundational knowledge of the recreation sector. Students will gain theoretical insights into core concepts, including key issues and challenges in the field. Additionally, the course explores career pathways and entrepreneurial opportunities within the recreation industry.

RECREATIONAL OPERATIONS MANAGEMENT is designed to expose students to a recreational concepts and principles, recreational management, performing traditional play, indoor-based activities and outdoor adventure recreation. Students will also develop an understanding of recreational logistics management and instructorship, safety and management planning in recreation within the recreational tourism industry. This course equips students with the skills to plan, manage, and implement effective recreational programs, ensuring high-quality, engaging, safe experiences. Students will also develop competence in managing the overall operations of both indoor and outdoor recreational activities.

COURSE SYNOPSIS



SEMESTER 2

CUSTOMER SERVICE FOR TOURISM AND HOSPITALITY exposes students to skills required for establishing a specific career path offered through personal and professional development. Student should be given knowledge and basic understanding on how customer service being established practiced and organized in the hospitality and tourism industry. Students should also be able to demonstrate positive and hospitable attitude that has been practiced in hospitality and tourism industry and how the public sector is responding to them.

NATURE INTERPRETATION SERVICES course is design to equip students with an understanding of the definitions, objectives, roles, principles, trends and career opportunity in nature interpretation services. The students will have the skills and attributes on how to become a successful nature interpreter. Students will have to practice ethics and effective guiding techniques in performing nature interpretation programmes. To ensure successful implementation of this course, the teaching and learning process will consider and conduct outdoor learning programme strategies.

COURSE SYNOPSIS



TERRESTRIAL RECREATIONAL TOURISM exposes students to terrestrial-based recreation activities within the tourism industry. Students will develop competencies in the overall operation and management of terrestrial-based recreational activities. All terrestrial-based recreational activities are conducted based on international safety and risk management plan standards. For assessment purpose, students are required to plan and implement the terrestrial-based recreation activities. To ensure successful implementation of this course, the teaching and learning process must apply flexible and innovative scheduling strategies.

FACILITATOR IN RECREATION course is designed to provide students with the fundamental skills to facilitate recreational activities effectively. Students will learn to design and conduct engaging recreational programs tailored to diverse audiences. The course emphasizes skills in budgeting, resource planning, and evaluating outcomes. Additionally, students will develop strong interpersonal skills to enhance communication, manage group dynamics and foster positive participants experiences. By the end of the course, students will be prepared to facilitate safe, engaging and well-organized recreation activities in the recreational industry.

COURSE SYNOPSIS



SEMESTER 3

GREEN TECHNOLOGY COMPLIANCE course is designed to introduce students with fundamentals of green technology, green practices, and green compliances towards the ultimate target of sustainable living. Students will be exposed to different feasible technologies in achieving goals that show developments in rapidly growing fields such as sustainability, innovation, viability and natural sources reduction. Students will also learn other areas where green technology is implemented such as energy, transport, building, water and waste management.

RECREATIONAL FACILITIES MAINTENANCE course is designed to introduce students to the fundamental principles of recreation facility management, including facility development, equipment management, facility maintenance and auxiliary services within the tourism and recreation industry. This course equips students with the essential skills to efficiently manage and maintain recreational facilities and equipment. To achieve the course objectives, teaching and learning activities incorporate experiential learning strategies within recreational organizations.

COURSE SYNOPSIS



SEMESTER 4

RECREATIONAL PACKAGE DEVELOPMENT is designed to equip students with the essential skills and knowledge to create, market, and manage recreational packages to cater to audiences. As the demand for unique and immersive experiences in the recreation sector continues to grow, the course emphasizes the development of comprehensive recreational experiences rather than just individual activities. Students learn to develop multi-faceted packages that integrate accommodations, transportation, meals and curated experiences, ensuring a seamless and engaging journey for participants. Additionally, they will gain insight into strategic pricing, cost analysis, and operational efficiency to optimize package offerings. Through case studies, group work and project-based learning, the course connects theory to practice. Students engage with the real-world scenarios, providing them with the tools and confidence to develop, promote and manage recreational packages effectively. These unique features make this course particularly valuable for aspiring tourism professionals, event planners and hospitality managers who wish to specialize in the growing and diverse recreational sector.

RECREATIONAL PROJECT 1 is designed to enable students to apply and demonstrate their understanding of the knowledge and skills obtained in the preceding semesters through a project. The project can be carried out in the form of a literature study, a mini-research and a problem-solving or prototype design related to the field of recreational and tourism. To complete the projects, student must prepare a project proposal and deliver presentations. Upon completion of this course, students will continue their project in the next course, Recreational Project 2.

COURSE SYNOPSIS



PARK AND RECREATION MANAGEMENT course is designed to introduce students to the fundamentals of managing the park and recreational spaces. Students will gain knowledge about stakeholders, recreational resources, and sustainable park management for long-term ecological balance. This course also focuses on codes of ethics for ensuring responsible practice in the operation and management of the recreation area. In conclusion, this course will help in enhancing understanding of visitors needs and how to create inclusive and accessible recreational spaces.

RECREATIONAL EVENT MANAGEMENT course is designed to equip students with foundational knowledge and an understanding of the principles, theories, and practices of event programming. Students are encouraged to develop creative and innovative recreational activities that align with current trends and community interests. Students will gain hands-on experience by organizing recreational events and will have the opportunity to build a professional network within the recreation and tourism industry.

COURSE SYNOPSIS



SEMESTER 5

TECHNOLOGY IN RECREATION course is designed to explores modern technological advancements and their applications in recreational activities. The integration of technological innovations has enhanced accessibility, personalization, and user experience, revolutionizing the sector. The course provides students with an understanding of how technology is reshaping the way people engage in leisure, travel, sports, and tourism. As technology evolves, its integration into the and recreation sector enhances accessibility, personalization, and sustainability. This evolution offers vast potential for the leisure and recreation industry, enhancing experiences, personalizing services, and providing more opportunities for both consumers and providers. The role of technology is crucial in making leisure activities more accessible, engaging, and sustainable for the future.

RECREATIONAL PROJECT 2 course is designed to help students generate ideas, conduct research, and solve problems within the tourism and recreation sectors, preparing them for professional challenges. Students will develop innovative ideas relevant to the tourism and recreation industries, forming a strong foundation for their projects. This course encourages students to bridge the gap between theoretical knowledge and practical application, ensuring they are well-prepared for the dynamic and evolving tourism and recreation fields. This course provides students with the knowledge and skills necessary to contribute to state and national tourism initiatives, park and recreation management, conservation projects, and sustainable tourism development.

COURSE SYNOPSIS



RECREATIONAL VOLUNTEERISM course introduces the concepts of volunteerism in a recreational context. The course focuses on managing volunteer programs that engage stakeholders and communities, while promoting recreation and contributing to conservation efforts. Students will gain experience and practical skills in organizing recreational volunteer activities. Additionally, they will foster environmental stewardship, cultural exchange and social responsibility. This course also introduces students to the volunteer management process which includes planning, organizing, implementing and evaluating.

RECREATIONAL EXPEDITION course provides students with practical experience in planning, organizing, and managing domestic or international expeditions. This course focuses on planning and proposing recreational expeditions, visiting attractions, conducting surveys and preparing reports. This course combines theoretical concepts with practical applications, helping students develop personal skills, team management abilities, and problem-solving capabilities in various expedition settings. By the end of this course, students will have gained practical skills for successfully managing recreational expeditions.

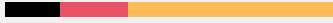
COURSE SYNOPSIS



SEMESTER 6

INDUSTRIAL TRAINING prepares students with employability skills and current industrial technologies in actual working environment. This course allows students to experience the work culture of the workplace as well as provides a platform for students to put into practice the skills and knowledge learnt. The desired attributes include organisational orientation and professional ethics, effective communication, leadership and teamwork, continuous learning and information management, as well as self-management and entrepreneurial mind at the workplace.





THANK YOU





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