



**KUALA LUMPUR UNIVERSITY  
OF SCIENCE AND TECHNOLOGY**  
(formerly known as Infrastructure University Kuala Lumpur)

# User Manual

## LMS: Online Course Registration

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## ACCESS TO STUDENT PORTAL

Launch Internet browser (Explorer/Mozilla Firefox/Chrome)

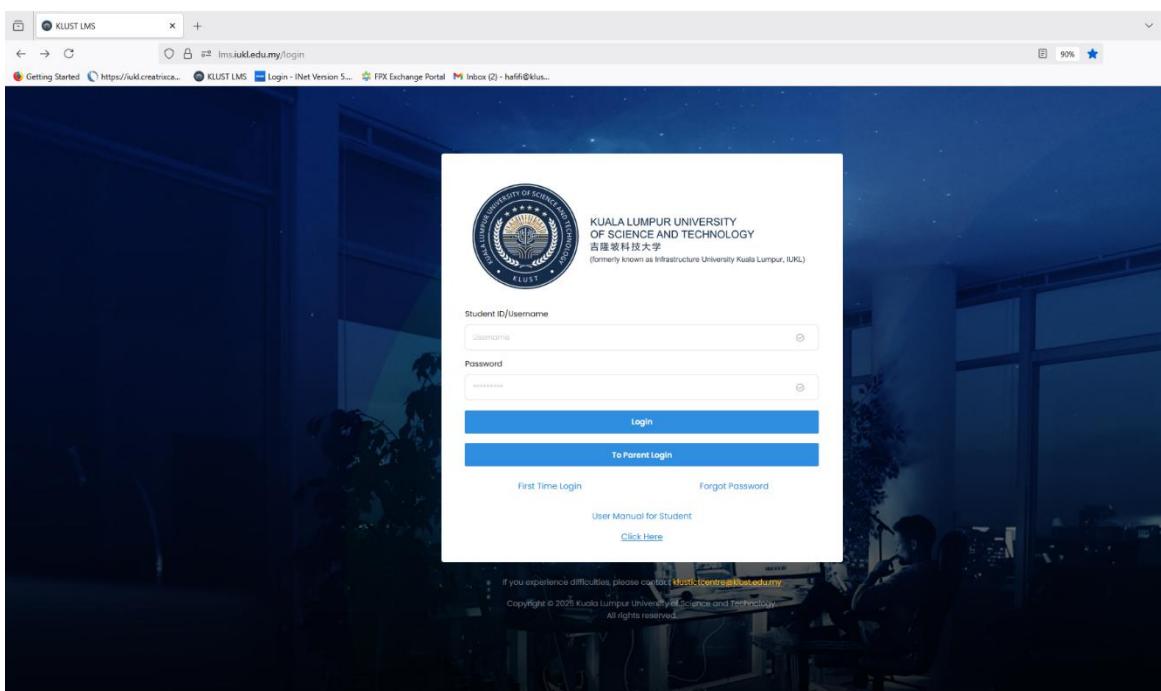
- i. Go to IUKL Student portal website at <http://lms.iukl.edu.my>. It will display the login page of the student portal.

- ii. For First time login,

Username: 'student id'

Password: 'IC no / Passport No' (Case sensitive)

Click "Login" button to proceed.



- iii. The system will prompt you to change your password immediately after the successful login.

Change Password

You Current Reset Password, Please Change your Reset Password to your Preference Password

Current Password

New Password

Reconfirm Password

Cancel | Change Later | Change

iv. After Password changed, Users will be redirected to the main interface of the student portal as follows:

## MODULE 1: ACADEMIC

### 1. Course Registration

Course Registration is required at the beginning of each semester. The registration process should be done within the scheduled registration periods.

#### 1.1 At the left panel click on “Academic” > Course Registration

This Course Registration page allows you to see the courses offered by IUKL and it also tells you which you are permitted to register in.

1.2 The Course Registration page contains 3 sections:

- CONFIRMED REGISTERED SUBJECT
- UNCONFIRMED RECOMMENDED SUBJECT
- VIEW LANDSCAPE SUBJECT.

#	Course	Type	Credit	Option
No Course Registered Yet				

#	Course	Hours	Type	Option
1	CSC 1611 - Computer Programming	3	ADD/DROP	
2	MECH 1502 - Engineering Drawing I	2	ADD/DROP	
3	MECH 2101 - Solid Mechanics I	3	ADD/DROP	
4	MECH 2504 - Engineering Drawing II	3	ADD/DROP	
5	MECH 3002 - Engineering Electronics And Microprocessors	2	ADD/DROP	

1.3 A list of offer subjects for that particular semester will be displayed on this “UNCONFIRMED RECOMMENDED SUBJECT” page.

- Course Registration
- Course Registered
- Academic Landscape
- Course Transfer/Exempted
- Checklist Course Taken
- Exam Slip
- Exam Result
- Class Timetable >
- Registrar >
- Bursary >
- Student Affairs >
- Library >

**Unconfirmed Recommended Subject**

#	Course	Hours	Type	Option
1	CSC 1511 - Computer Programming	3	ADDDROP	
2	MECH 1502 - Engineering Drawing I	2	ADDDROP	
3	MECH 2101 - Solid Mechanics I	3	ADDDROP	
4	MECH 2504 - Engineering Drawing II	3	ADDDROP	
5	MECH 3002 - Engineering Electronics And Microprocessors	2	ADDDROP	
6	MPU 3113 - Hubungan Etnik	3	ADDDROP	
7	MPU 3123 - Tamadun Islam & Tamadun Asia	3	ADDDROP	
8	MPU 3213 - Bahasa Kebangsaan A	3	ADDDROP	
9	MPU 3313 - Pengajian Islam 2	3	ADDDROP	
10	MPU 3323 - Pendidikan Moral 2	3	ADDDROP	
11	MPH 2212 - Nutrition And Public Health	2	ADDDROP	

1.4 To register the subject, student must **SELECT GROUP**.

1	CSC 1511 - Computer Programming	3	ADDDROP	
2	MECH 1502 - Engineering Drawing I	2	ADDDROP	

**Group 1**  
MECH 1502 - Engineering Drawing I

Muhammad Fahmi Bin Md Isa	Wednesday
Type : Lab 2	08:30 am - 12:30 pm
Location : Block 9 - Iukl, Level 2, C206 Drawing Room	Is it Clashing : No
	Exceed Limit Credit For this Semester : No
	Course Prerequisite Exist : No
	Quota : 0/20

Muhammad Fahmi Bin Md Isa	Tuesday
Type : Lab 1	12:00 pm - 04:00 pm
Location : Block 9 - Iukl, Level 2, C206 Drawing Room	Is it Clashing : No
	Exceed Limit Credit For this Semester : No
	Course Prerequisite Exist : No
	Quota : 0/20

Available To Select : Yes

Select Group 1

Select Group to register the subject

Please click on '' to display all timetable for the

1.4.1 If subject quota full or timetable clashing, button selection will be disabled.

1.5 After successful register the subjects. List of your registered subjects will be displayed on **CONFIRMED REGISTERED SUBJECT** page.

User Guideline

Confirmed Registered Subject

#	Course	Type	Credit	Option
1	MECH 1502 - Engineering Drawing I	ADDDROP	2	

Total Credit Taken 2

Semester Credit Limit 9

Unconfirmed Recommended Subject

#	Course	Hours	Type	Option
1	CSC 1511 - Computer Programming	3	ADDDROP	
2	MECH 2101 - Solid Mechanics I	3	ADDDROP	

## 2. Print Course Registered

2.1 At the left panel click **Academic > Course Registered**

My Statement >

Academic >

Academic Advisor

Course Registration

**Course Registered**

Academic Landscape

Course Transfer/Exempted

Checklist Course Taken

Print Course Registered

Click here to print the Course Registration Slip.

Registered subject for the current semester will be display here.

Course Registered

#	Course	Group	Type	Registered Date	Credit
1	MATH 1620-Engineering Mathematics II	2	CORE	07/11/2019	3
2	MECH 1802-Engineering Workshop	1	CORE	13/11/2019	2
3	MECH 2001-Electrical Technology	1	CORE	18/11/2019	3
4	MECH 2301-Fluid Mechanics I	1	CORE	06/11/2019	3

**Academic > Course Registered**  
To view the subject registered

## 2.2 To print the Course Registration Slip

### 2.2.1 Print Course Registered Button

1 / 1

 KUALA LUMPUR UNIVERSITY  
OF SCIENCE AND TECHNOLOGY  
JALAN 15/11, BANDAR SUNWAY,  
46150 PETALING JAYA, SELANGOR,  
MALAYSIA

**COURSE REGISTRATION SLIP**  
**SEMESTER SEPTEMBER 2019**

Branch : KUALA LUMPUR UNIVERSITY OF SCIENCE AND TECHNOLOGY	Intake : SEPTEMBER 2018
Name : [REDACTED]	Student ID : [REDACTED]
IC/Passport : [REDACTED]	Semester Sequence : 4
Program : AME302 - BACHELOR OF MECHANICAL ENGINEERING (HONS)	

#	Course ID	Course Name	Group	Date Registered	Course Type	Credit Hour
1	MATH 1620	ENGINEERING MATHEMATICS II	2	07/11/2019 10:27:36 AM	AUTO	3
2	MECH 1802	ENGINEERING WORKSHOP	1	13/11/2019 02:33:35 PM	ADDDROPM	2
3	MECH 2001	ELECTRICAL TECHNOLOGY	1	18/11/2019 04:20:53 PM	ADDDROPM	3
4	MECH 2301	FLUID MECHANICS I	1	06/11/2019 04:49:37 PM	ADDDROP	3
5	MECH 2602	ENGINEERING MATERIALS	1	06/11/2019 04:49:38 PM	ADDDROP	3
6	MPU 3442	FUTSAL 2	3	14/11/2019 05:06:12 PM	ADDDROPM	2

Total Registered Hours	16
Min Allowed Hours	12
Max Allowed Hours	18

\*\* THIS IS A COMPUTER GENERATED SLIP, NO SIGNATURE REQUIRED

DATE PRINT: 18/03/2020 06:43:50 PM

**LEGEND:**

- group not required  
NG no group selected  
MG multiple group selected

2.2.2 Clicking the 'Print Course Registered' button, it will direct you to your Course Registration Slip and the buttons at the bottom of the document allow you to save or print the document.



Click this button to print the Slip



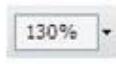
Click this button to save the slip



Click this button to scroll up and down



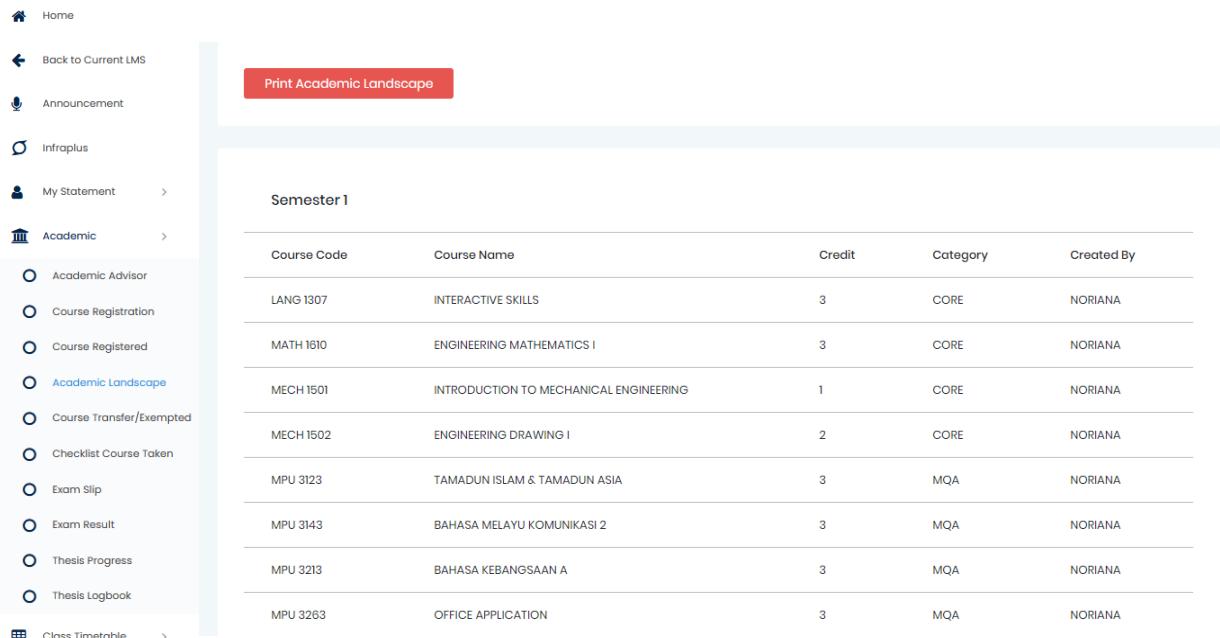
To view page by page



Zoom in/out to enlarge/shrink the screen

### 3. Academic Landscape

- 3.1 This page will list out the recommended academic plan, which is schedule based on your program and intake.
- 3.2 Helps you identify the course sequencing for every semester
- 3.3 Assists you in planning your schedule for both short and long semesters so that you can manage and plan your courses appropriately.
- 3.4 Assists you in anticipating the academic workload semester by semester as you pursue your program

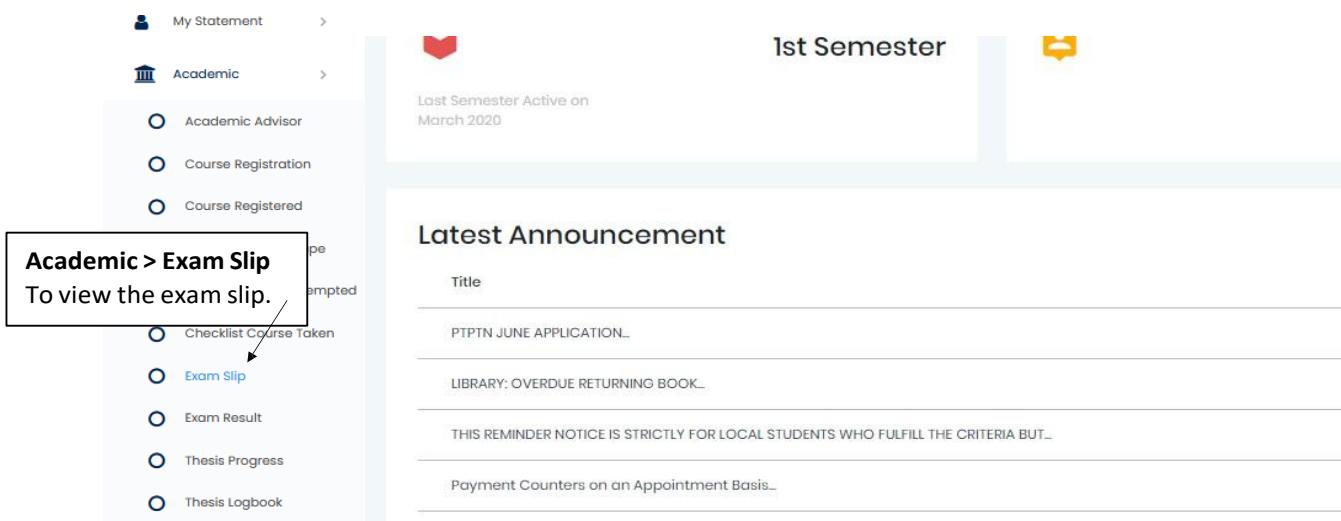


The screenshot shows the Academic Landscape page. On the left, a sidebar menu includes Home, Back to Current LMS, Announcement, Infraplus, My Statement, Academic (with sub-options: Academic Advisor, Course Registration, Course Registered, Academic Landscape, Course Transfer/Exempted, Checklist Course Taken, Exam Slip, Exam Result, Thesis Progress, Thesis Logbook), and Class Timetable. A red 'Print Academic Landscape' button is at the top right. The main content area is titled 'Semester 1' and lists courses with columns for Course Code, Course Name, Credit, Category, and Created By. The courses listed are: LANG 1307 (INTERACTIVE SKILLS), MATH 1610 (ENGINEERING MATHEMATICS I), MECH 1501 (INTRODUCTION TO MECHANICAL ENGINEERING), MECH 1502 (ENGINEERING DRAWING I), MPU 3123 (TAMADUN ISLAM & TAMADUN ASIA), MPU 3143 (BAHASA MELAYU KOMUNIKASI 2), MPU 3213 (BAHASA KEBANGSAAN A), and MPU 3263 (OFFICE APPLICATION).

### 4. Exam Slip

The exam slip must be printed and brought along to the exam hall. Without this exam slip, the invigilator has the right to deny the students to enter the examination hall.

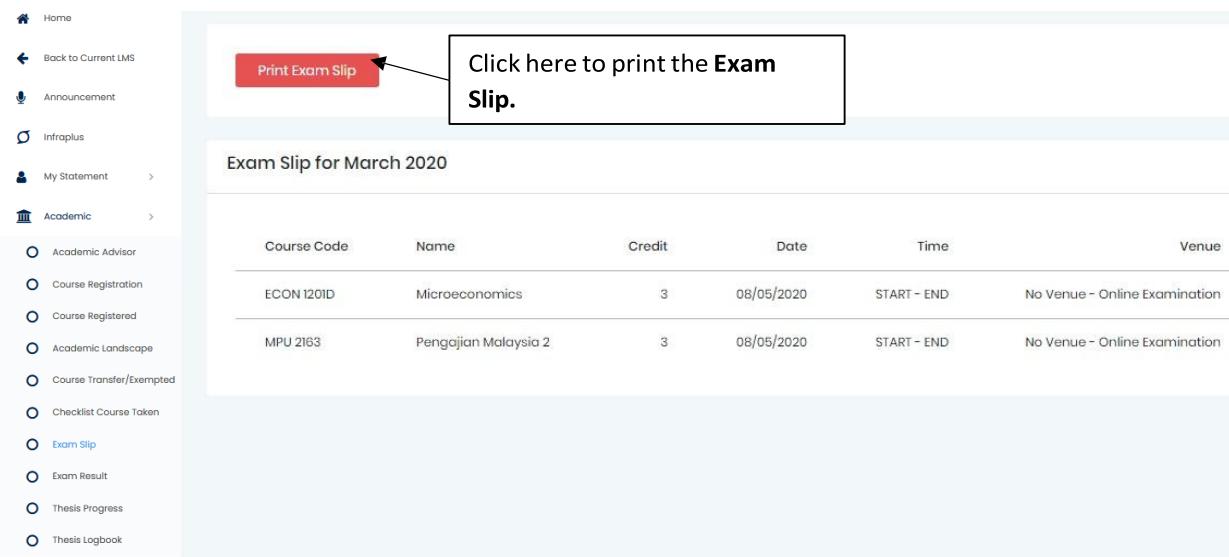
#### 4.1 At the left panel click Academic > Exam Slip



The screenshot shows the 'Academic > Exam Slip' page. The sidebar menu is identical to the previous screenshot. A box highlights the 'Exam Slip' option in the sidebar. The main content area shows '1st Semester' and 'Last Semester Active on March 2020'. Below this is a 'Latest Announcement' section with a table. The table has 'Title' in the first column and several announcement entries in the second column: 'PTPTN JUNE APPLICATION...', 'LIBRARY: OVERDUE RETURNING BOOK...', 'THIS REMINDER NOTICE IS STRICTLY FOR LOCAL STUDENTS WHO FULFILL THE CRITERIA BUT...', and 'Payment Counters on an Appointment Basis...'. A red arrow points from the 'Exam Slip' label in the sidebar box to the 'Exam Slip' link in the menu.

4.2. After click the Exam Slip, the page below will appear.

4.2.1 This page only shows the subject, student needs to click 'Print Exam Slip' button to view the Examination Slip

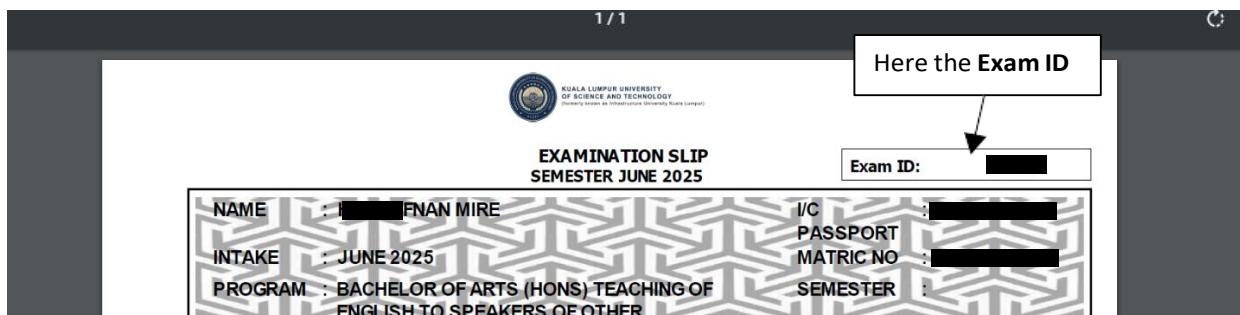


Click here to print the Exam Slip.

Course Code	Name	Credit	Date	Time	Venue
ECON 1201D	Microeconomics	3	08/05/2020	START - END	No Venue - Online Examination
MPU 2163	Pengajian Malaysia 2	3	08/05/2020	START - END	No Venue - Online Examination

4.2.2 After click the Print Exam Slip, the **Examination Slip** will show as follows:

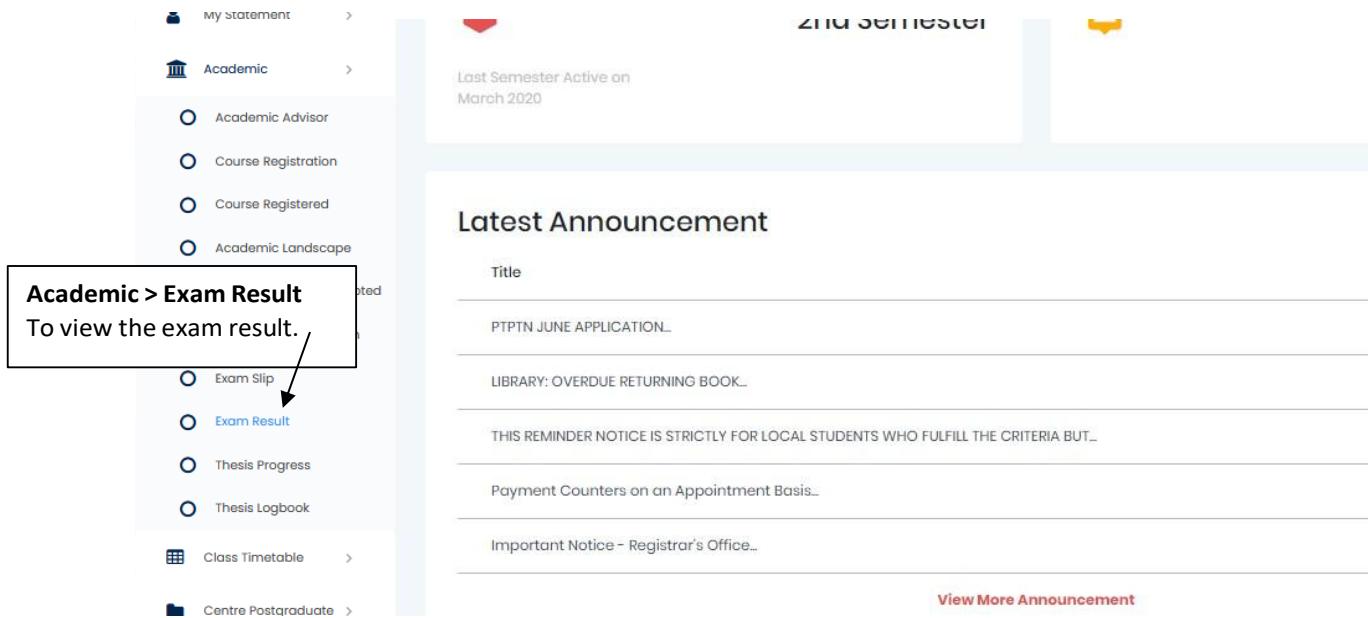
Here student can download or print the slip



## 5. Exam Result

This page allows you to view or print your Exam Results. Students with outstanding fees or disciplinary issues are prevented from viewing the examination result.

### 5.1 At the left panel click Academic > Exam Result



Academic > Exam Result  
To view the exam result.

- Exam Slip
- Exam Result**
- Thesis Progress
- Thesis Logbook

Print Result Slip

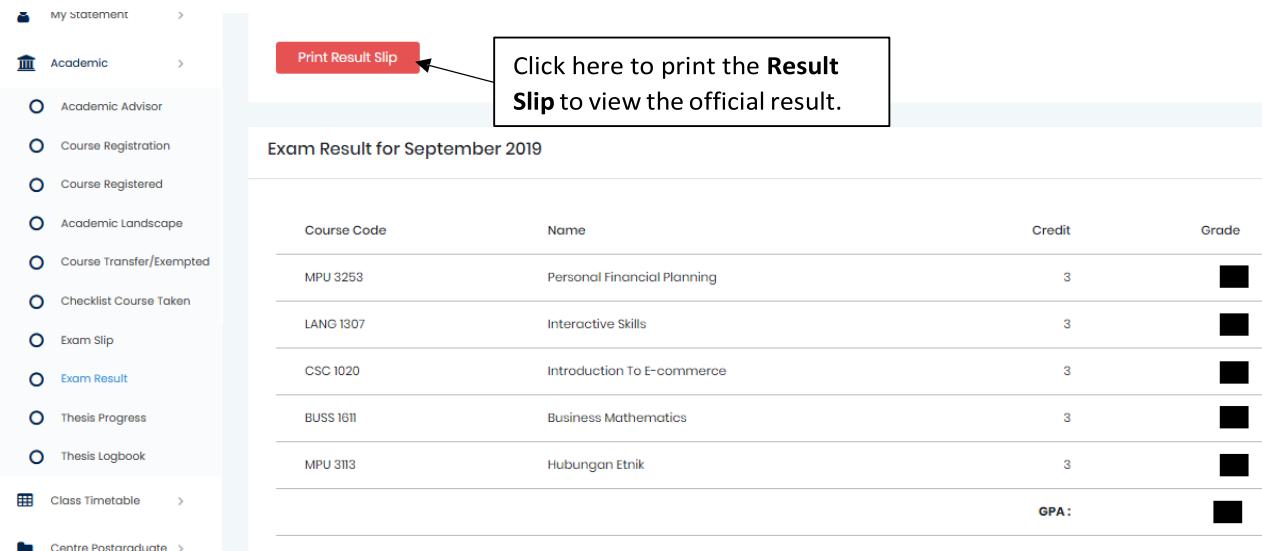
Latest Announcement

- PTPTN JUNE APPLICATION...
- LIBRARY: OVERDUE RETURNING BOOK...
- THIS REMINDER NOTICE IS STRICTLY FOR LOCAL STUDENTS WHO FULFILL THE CRITERIA BUT...
- Payment Counters on an Appointment Basis...
- Important Notice - Registrar's Office...

[View More Announcement](#)

5.2 Once inside the Examination page, your current semester exam result will show on the screen.

5.2.1 Students can print the **Result Slip** by selecting the “**Print Result Slip**” button.



Print Result Slip

Click here to print the **Result Slip** to view the official result.

Exam Result for September 2019

Course Code	Name	Credit	Grade
MPU 3253	Personal Financial Planning	3	█
LANG 1307	Interactive Skills	3	█
CSC 1020	Introduction To E-commerce	3	█
BUSS 1011	Business Mathematics	3	█
MPU 3113	Hubungan Etnik	3	█

GPA: **█**

5.2.2 After click the Print Result Slip, the **Result Slip** will show as follows:

Here student can download or print the slip.

RESULT SLIP SEPTEMBER SEMESTER 2019																																									
NAME : [REDACTED]		IC / PASSPORT : [REDACTED]		INTAKE : SEPTEMBER 2019																																					
STUDENT ID : [REDACTED]		PROGRAMME : BACHELOR OF BUSINESS ADMINISTRATION (HONS)		FACULTY : FACULTY OF BUSINESS & ACCOUNTING																																					
<table border="1"><thead><tr><th>COURSE CODE</th><th>COURSE DESCRIPTION</th><th>CREDIT</th><th>GRADE</th><th></th><th></th></tr></thead><tbody><tr><td>BUSS 1611</td><td>BUSINESS MATHEMATICS</td><td>3</td><td>[REDACTED]</td><td></td><td></td></tr><tr><td>CSC 1020</td><td>INTRODUCTION TO E-COMMERCE</td><td>3</td><td>[REDACTED]</td><td></td><td></td></tr><tr><td>LANG 1307</td><td>INTERACTIVE SKILLS</td><td>3</td><td>[REDACTED]</td><td></td><td></td></tr><tr><td>MPU 3113</td><td>HUBUNGAN ETNIK</td><td>3</td><td>[REDACTED]</td><td></td><td></td></tr><tr><td>MPU 3253</td><td>PERSONAL FINANCIAL PLANNING</td><td>3</td><td>[REDACTED]</td><td></td><td></td></tr></tbody></table>						COURSE CODE	COURSE DESCRIPTION	CREDIT	GRADE			BUSS 1611	BUSINESS MATHEMATICS	3	[REDACTED]			CSC 1020	INTRODUCTION TO E-COMMERCE	3	[REDACTED]			LANG 1307	INTERACTIVE SKILLS	3	[REDACTED]			MPU 3113	HUBUNGAN ETNIK	3	[REDACTED]			MPU 3253	PERSONAL FINANCIAL PLANNING	3	[REDACTED]		
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BUSS 1611	BUSINESS MATHEMATICS	3	[REDACTED]																																						
CSC 1020	INTRODUCTION TO E-COMMERCE	3	[REDACTED]																																						
LANG 1307	INTERACTIVE SKILLS	3	[REDACTED]																																						
MPU 3113	HUBUNGAN ETNIK	3	[REDACTED]																																						
MPU 3253	PERSONAL FINANCIAL PLANNING	3	[REDACTED]																																						
GPA : [REDACTED]			CGPA : [REDACTED]																																						
Semester Credit Attempted : [REDACTED]			Cumulative Credit Attempted : [REDACTED]																																						
Semester Credit Earned : [REDACTED]			Cumulative Credit Earned : [REDACTED]																																						
Academic Status : [REDACTED]			Credit Transferred : [REDACTED]																																						
Endorsement Date : [REDACTED]			Credit Required for Graduation : [REDACTED]																																						

## MODULE 2: CLASS TIMETABLE

### 1. Class Timetable

When you have registered for all your courses, click on the View My Timetable link to view your Timetable. A grid showing your current timetable will be displayed.

#### 1.1 At the left panel click **Class Timetable > My Timetable**

Click here to print the Timetable

Timetable for registered subject for the current semester will be display here.

Class Timetable > My Timetable

To view the subject registered timetable.

	08:00 AM	08:30 AM	09:00 AM	09:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	01:00 PM	
SUNDAY												
MONDAY												
TUESDAY												
WEDNESDAY												
THURSDAY												

## 1.2 Print Timetable Button

1.2.1 Clicking the 'Print Timetable' button will direct you to your class timetable for the semester. If you find any discrepancies (for example, one or more subjects are not in the timetable), do check with your respective lecturers or the timetable coordinator for further clarification.

1.2.2 To print timetable, right click then print.

### Class Timetable

	08:00 AM	08:30 AM	09:00 AM	09:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	01:00 PM	01:30 PM	02:00 PM	02:30 PM	03:00 PM	03:30 PM	04:00 PM	04:30 PM	05:00 PM	05:30 PM	06:00
SUNDAY																					
MONDAY																					
TUESDAY																					
WEDNESDAY																					
THURSDAY																					
FRIDAY																					
SATURDAY																					

## 2. Course Timetable

2.1 At the left panel click **Class Timetable > Course**

2.2 Proposed of this screen is for student who wish to see other subject timetable, which not in the list under unconfirmed recommended subject.

Course Transfer/Exempted

Checklist Course Taken

Exam Slip

Exam Result

Thesis Progress

Thesis Logbook

**Class Timetable**

My Timetable

Building

Course

Centre Postgraduate

Registrar

Bursary

Student Affairs

Course Timetable

Search Course

-- Please Select Course --

Select the Course here

2.3 Select the course under Search Course and the timetable for that subject will show at bottom.

The screenshot shows a user interface for a university course management system. On the left, a sidebar lists various academic and administrative links. The main area is titled 'Course Timetable' and contains a search bar with 'ARCH 2460D - Environmental Design' entered. Below this is a 'Class Timetable' grid for the week, showing time slots from 08:00 AM to 05:00 PM. A specific slot on Tuesday is highlighted in yellow, containing the course details: 'ARCH 2460D Environmental Design Siti Noraini Binti Ahmad' and 'Group I Class type : Lecture Location:Block B, Level 2, B212 Studio 6'.

	08:00 AM	08:30 AM	09:00 AM	09:30 AM	10:00 AM	10:30 AM	11:00 AM	11:30 AM	12:00 PM	12:30 PM	01:00 PM	01:30 PM	02:00 PM	02:30 PM	03:00 PM	03:30 PM	04:00 PM	04:30 PM	05:00 PM
SUNDAY																			
MONDAY																			
TUESDAY																			
WEDNESDAY																			
THURSDAY																			
FRIDAY																			
SATURDAY																			

2.3.1 Student can only view the class timetable to check if clashing or not. If they wish to register that subject, student need to see their academic advisor for register manually.