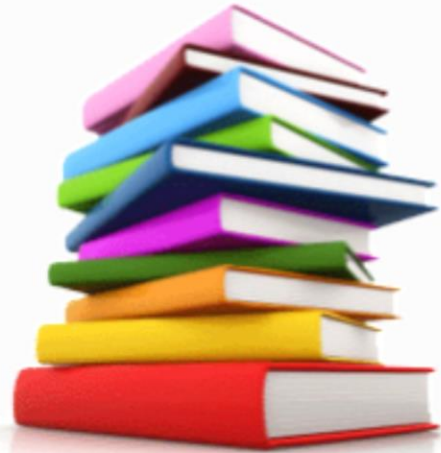




اوتنورسيٲى مليسيا فهڠ السلطان عبد الله
UNIVERSITI MALAYSIA PAHANG
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OPEN Course Registration

USER MANUAL FOR OPEN COURSE REGISTRATION SYSTEM

PUSAT PENGURUSAN AKADEMIK |
CENTRE FOR ACADEMIC MANAGEMENT



UMPSAMalaysia
www.umpsa.edu.my

TEKNOLOGI
UNTUK
MASYARAKAT

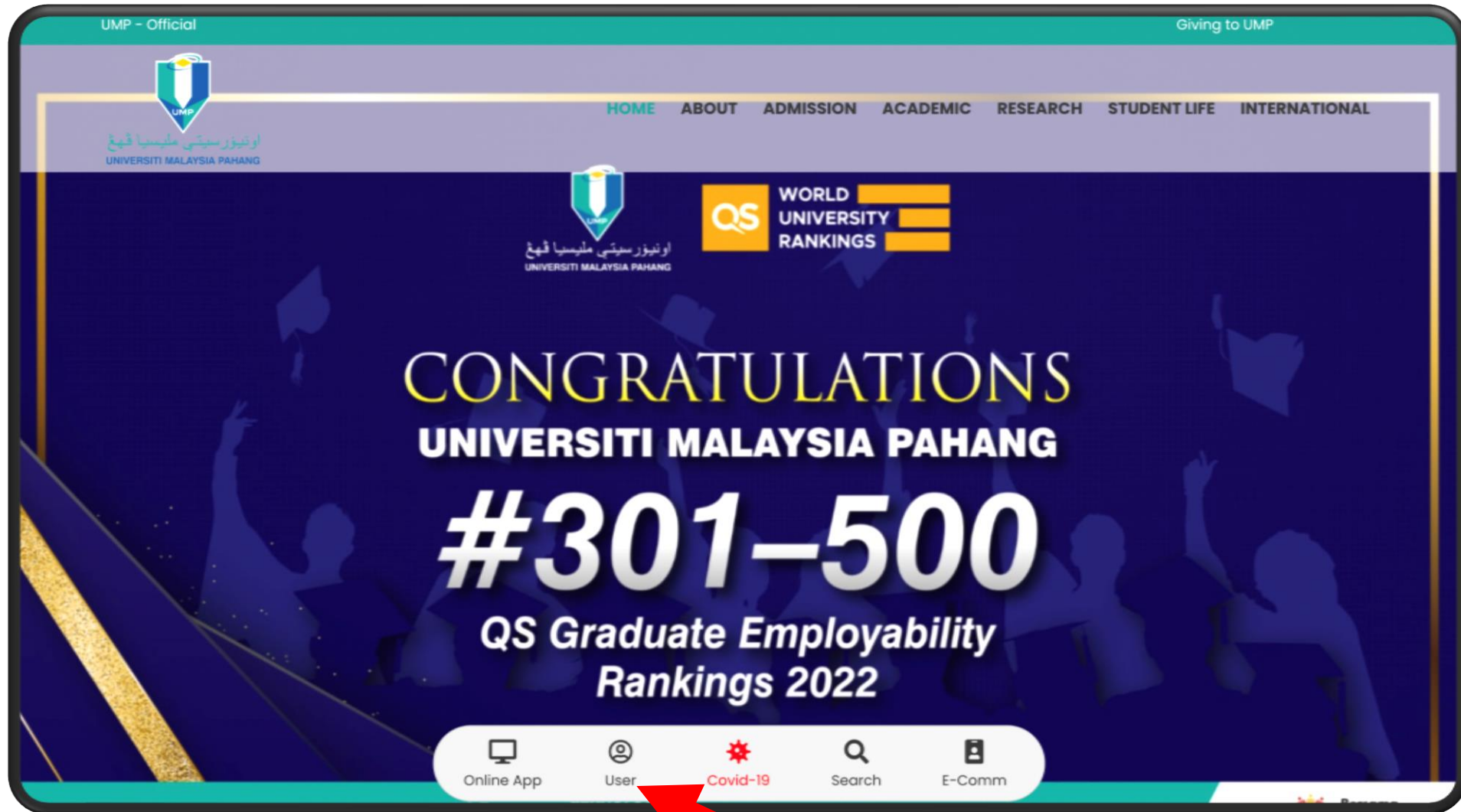


REMINDER

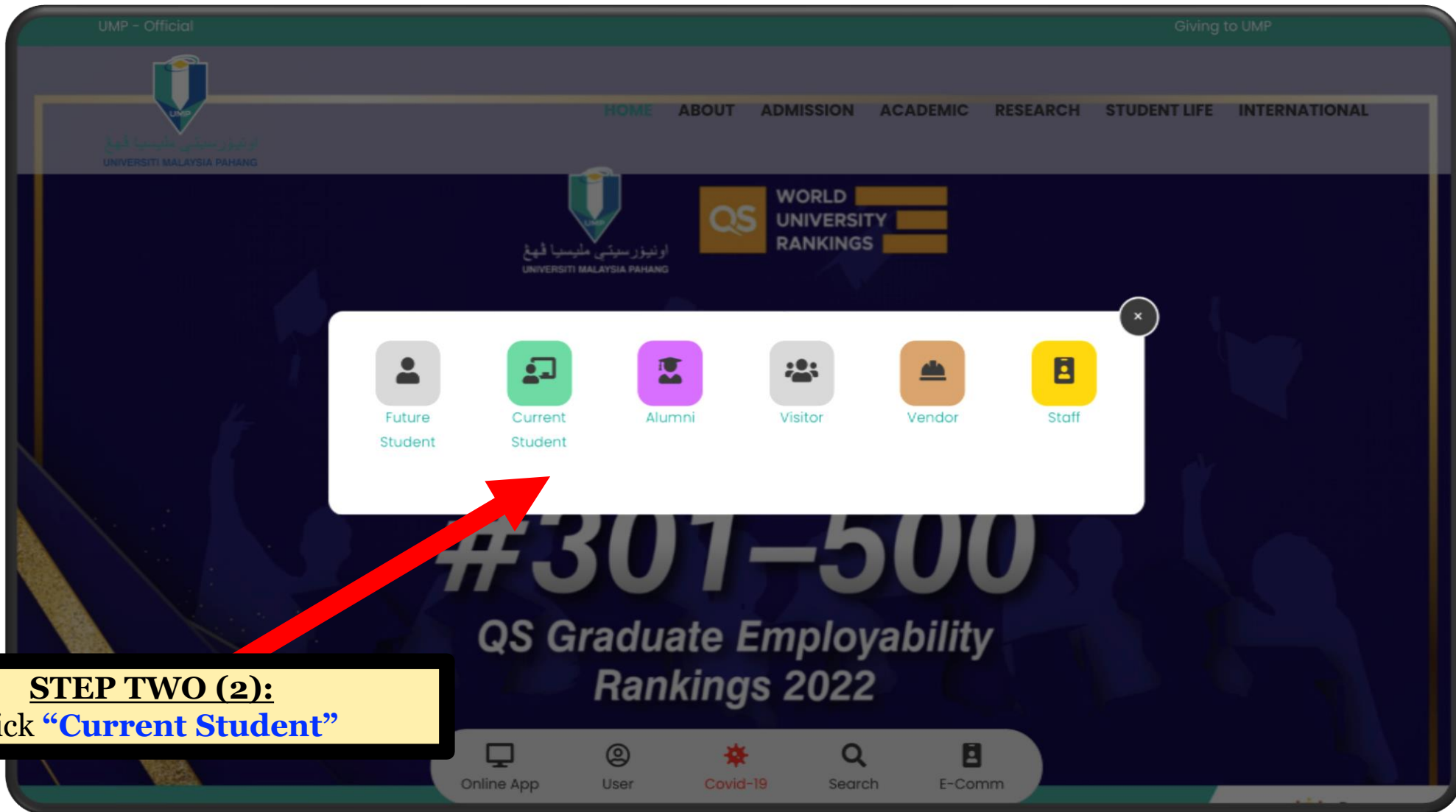
1. Please ensure that there are **no outstanding debts or payments** to Bursary Department. Please contact the Bursary Department for more information on the debt or payment.
2. For **KB & KC** students you can register **maximum 20 credit hours**.
2. For **P1 & P2** students you can register **maximum 12 credit hours**.
3. Add (without penalty): week one (1) until week two (2)
4. Add period (with penalty): week three (3) until week nine (9)
5. Drop period (without penalty): week one (1) until week nine (9)
6. Drop period (with penalty): Week 10



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STEP ONE (1):
Open Universiti Malaysia Pahang website in your browser and click **“User”**.



STEP TWO (2):
Click **“Current Student”**



Support Link

E-Learning (KALAM)

E-Payment

Open Course Ware (OCW)

Student Profile System

Open Registration (OR)

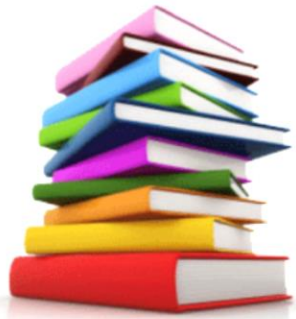
Student Workscheme Attendance

Open Registration (OR) V2 - Beta

eFind Library

STEP THREE (3):

Click “**Open Registration (OR)**” or
”**Open Registration (OR) V2 - Beta**”



OPEN Course Registration

Sign in

To start this application you need to login.

Compatible with Firefox/Opera/Maxthon Browsers.

**** Compatible with Firefox/Opera Browsers. ****

(V3.0)

STEP FOUR (4):

Please enter your **e-Community username and password** to sign in into the Open Course Registration System.

Note:

Please ensure your e-community username and password are correctly entered.



Home

- Course Catalog
- Course Registration Semester 1 2122
- Course Registration Semester 2 2122

OPEN Course Registration

Open Registration System is a system that allows students to register their academic courses (some of us call them 'subjects') based on their own Study Plan. This is possible since almost all courses are offered every semester. OR System is different from the 'Program-based Registration System' in which the student study plans are pre-determined by the faculty based on the Program Course Structure. The current program-based system is a fixed menu system while the OR system...

ATTENTION!

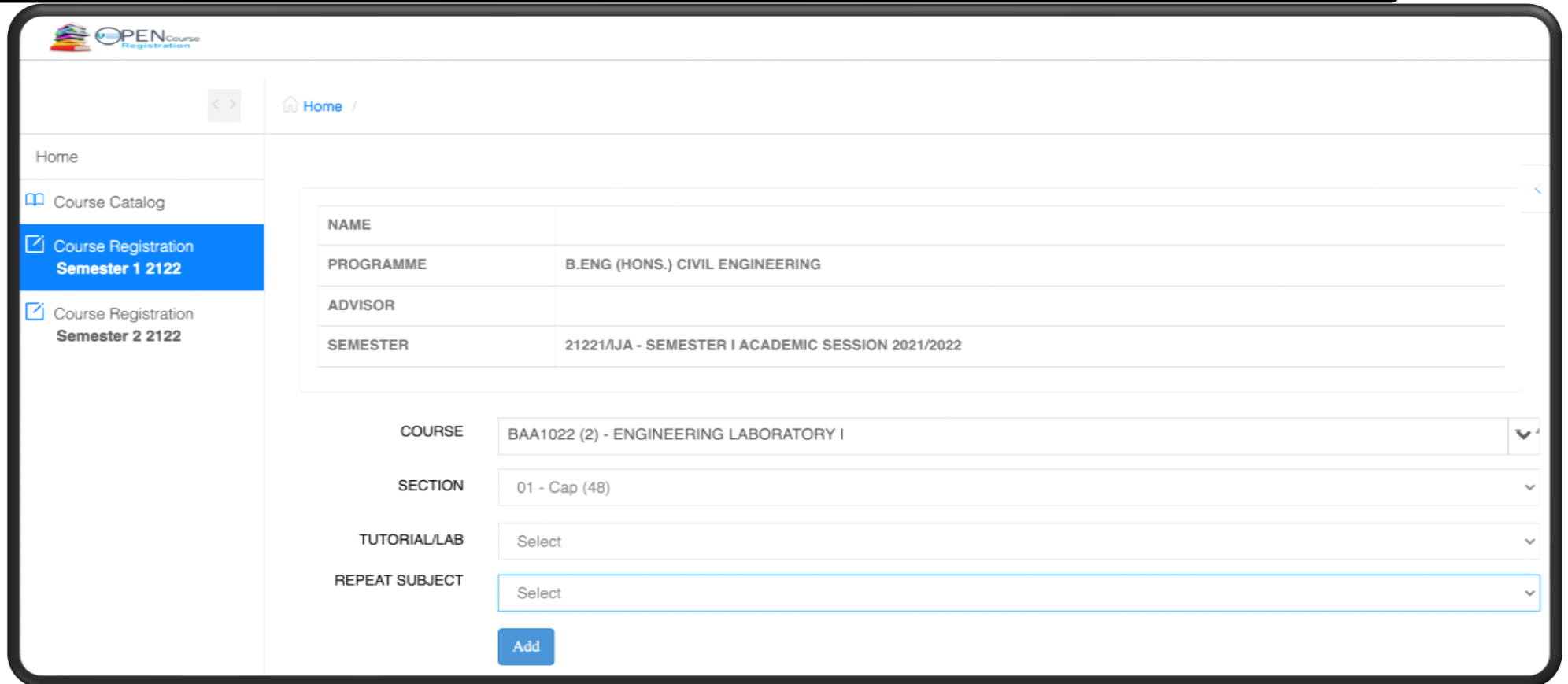
1. You are not allowed to open multiple tabs at one time. System will automatically logout.
2. Please do not misused / abused this system for your own sake.
3. Any unethical behavior are recorded and disciplinary action will be taken against you.
4. Any enquiries regarding Course Offered, please contact your Faculty Administration Office.

STEP FIVE (5):
Click on **“Course Catalog”** if you want to view the course offered.

STEP SIX (6):
Click on semester button on the left hand side of the page
(E.g.Course Registration Semester 1 2122 or Course Registration Semester 2 2122)

STEP SEVEN (7):

1. Select the **“Course”**. Then, list of section and tutorial/lab will be appeared.
2. Select **“Section”**
3. Select **“Tutorial/Lab”** (if any)
4. Select **“Repeat Subject”** (if any)
5. Click on **“Add”** button and the course will be appeared in the **“Course Registration for Approval”** table.



The screenshot displays the 'OPEN Course Registration' web application. On the left, a navigation menu includes 'Home', 'Course Catalog', 'Course Registration Semester 1 2122' (highlighted), and 'Course Registration Semester 2 2122'. The main content area shows a summary table for the selected course:

NAME	
PROGRAMME	B.ENG (HONS.) CIVIL ENGINEERING
ADVISOR	
SEMESTER	21221/IJA - SEMESTER I ACADEMIC SESSION 2021/2022

Below the table, there are four dropdown menus for selection:

- COURSE: BAA1022 (2) - ENGINEERING LABORATORY I
- SECTION: 01 - Cap (48)
- TUTORIAL/LAB: Select
- REPEAT SUBJECT: Select

An 'Add' button is located at the bottom of the selection area.



Course Registration
Semester 1 2122

Course Registration
Semester 2 2122

NAME
PROGRAMME B.ENG (HONS.) CIVIL ENGINEERING
ADVISOR
SEMESTER 21221/JJA - SEMESTER I ACADEMIC SESSION 2021/2022

COURSE BAA1022 (2) - ENGINEERING LABORATORY I

SECTION 01 - Cap (48)

TUTORIAL/LAB Select

REPEAT SUBJECT Select

Add



Course Registration for Approval

Course Registration

No.	Subject Code	Subject Desc	Section	Tutorial/Lab	ExamSchedule	Credit Hour	Approved Date	Action
1.	BAA2941	ENGINEERING LABORATORY III	01	01	-	1	05 JUL 2021 13:28	<input type="button" value="Drop"/>
2.	BAA4023	PROJECT FOR PROFESSIONAL PRACTICES	01	-	-	3	05 JUL 2021 13:28	<input type="button" value="Drop"/>
3.	BAA4253	BRIDGE ENGINEERING	01	-	14/02/2022 - PM	3	05 JUL 2021	<input type="button" value="Drop"/>

STEP EIGHT (8):
If you would like to drop the course, please click on the “Drop” button in the “Course Registration” or “Course Registration for Approval” table.

- Home
- [Course Catalog](#)
- [Course Registration Semester 1 2021](#)
- [Course Registration Semester 2 2021](#)

NAME	h
PROGRAMME	B.ENG (HONS.) MECHANICAL ENGINEERING
ADVISOR	0
SEMESTER	20211/AJA - SEMESTER 1 SESSION 2020/2021

COURSE

Add

No.	Subject Code	Subject Desc.	Section	Tutorial/Lab	Status	Exam Schedule	Credit Hour	Action
1.	BMM3553	MECHANICAL VIBRATIONS	01	01A	APPLY	01/02/2021 - PM	3	Drop
2.	BMM4033	QUALITY ENGINEERING	01		APPLY	05/02/2021 - AM	3	Drop
							6	Notify

STEP NINE (9):

After you have finished add or drop the course, please click on “Notify” button and then click “Log out” on the right hand side at the top of the page to complete your session.

Note:

1. “Notify” button are used to notify the Academic Advisor so that he/she can approve your course registration application.
2. The course registration application is **not valid until you get the approval from your Academic Advisor.**
3. You can see a list of courses that had been approved by the academic advisor in the “**Course Registration**” table.

The words "The End" are written in a large, white, sans-serif font. The text is centered and surrounded by a vibrant, multi-colored paint splatter effect in shades of red, yellow, blue, and green.