

# Introduction to Student Portal & Learning Management System

By

Asia Centre for Elearning (ACE)

*ace@aeu.edu.my*

# What is Student Portal?

Your gateway to:

- Learning Management System
- Announcements
- Exam Result
- Academic Services
- Finance Services
- Email
- eLibrary
- Campus Directory
- Update Profile

# What is ?

Its your learning management system. You will get:

- Online
  - Courseware
  - Learning Materials
  - Web links
- Announcement on your subject
- Discussion Forum
- Assignment
- Quiz/Exercise
- Chat
- Messaging

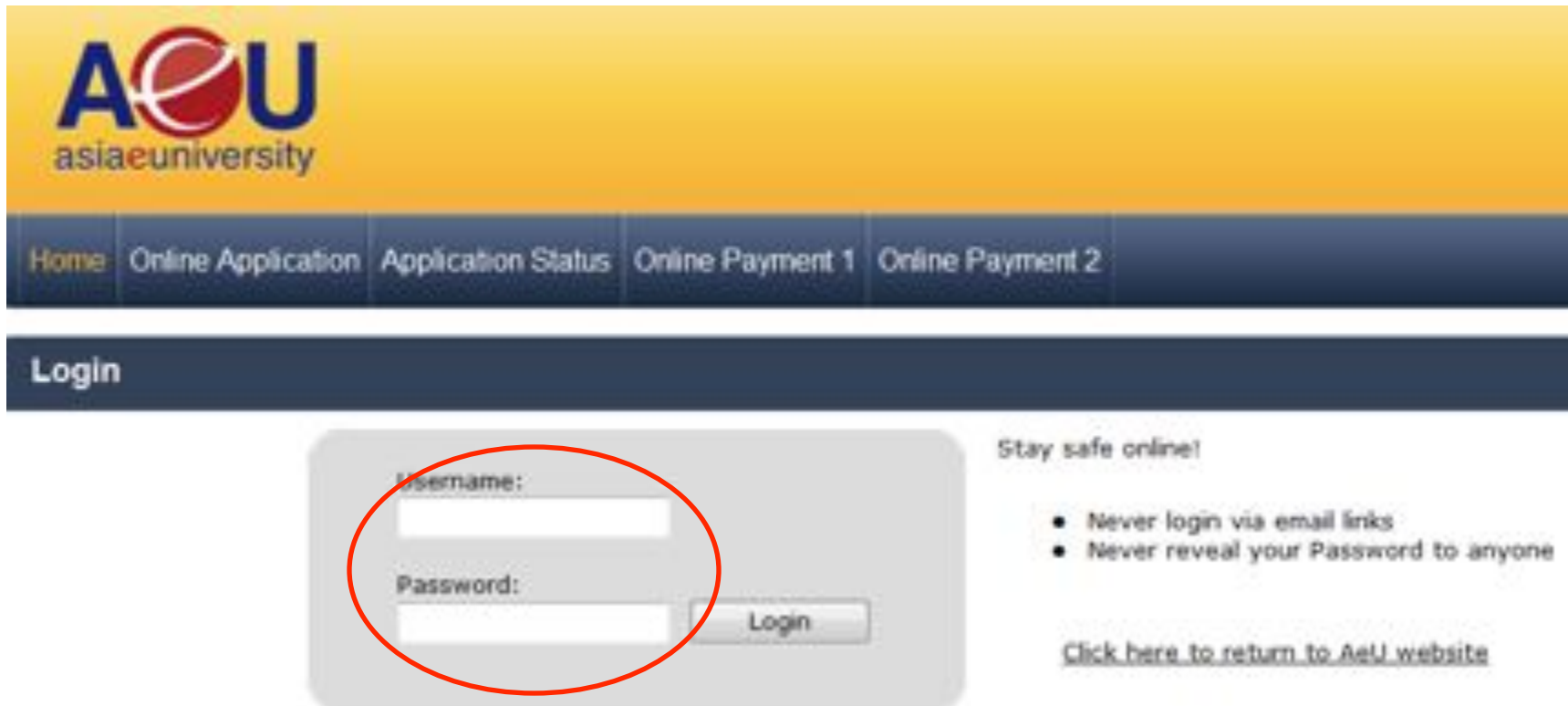
# Where to start?

- Go to AeU website: [www.aeu.edu.my](http://www.aeu.edu.my)
- Click on LOGIN button (*on the top-right of the screen*)



# How to Login?

- To login, key in your student ID in the Username and Password fields.



The screenshot shows the AOU website header with the logo and navigation menu. Below the navigation menu is a dark blue bar with the word "Login" in white. The main content area is light gray and contains a login form. The form has two input fields: "Username:" and "Password:". The "Username:" field is circled in red. To the right of the form is a "Login" button. To the right of the form is a section titled "Stay safe online!" with two bullet points: "• Never login via email links" and "• Never reveal your Password to anyone". Below this section is a link: "Click here to return to AeU website".

Home Online Application Application Status Online Payment 1 Online Payment 2

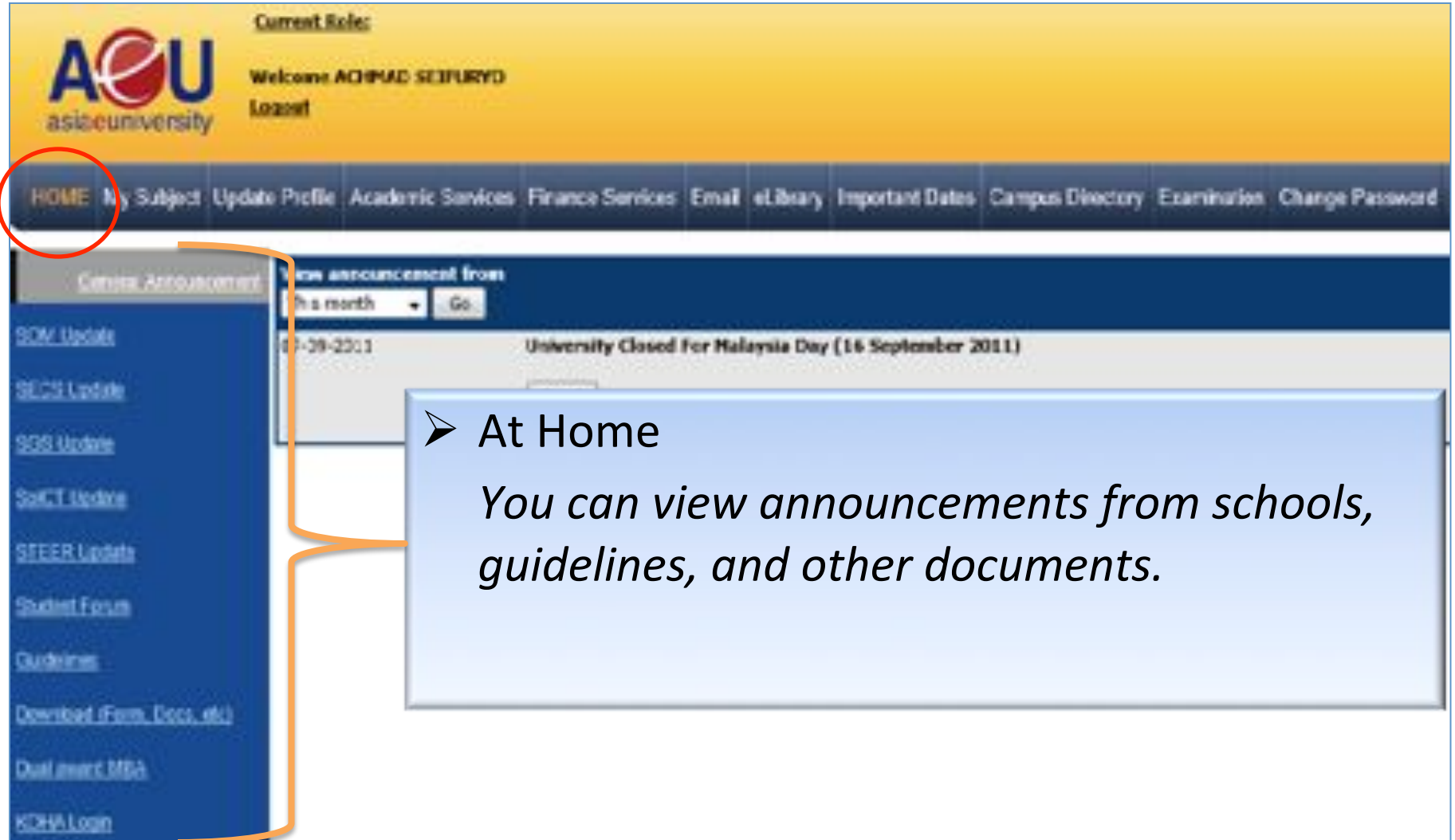
Login

Stay safe online!

- Never login via email links
- Never reveal your Password to anyone

[Click here to return to AeU website](#)

# The Student Portal!



The screenshot shows the AOU Student Portal interface. At the top left is the AOU logo and the text 'Current Role: Welcome ACHMAD SEIFURYD Logout'. Below this is a navigation bar with links: HOME, My Subject, Update Profile, Academic Services, Finance Services, Email, eLibrary, Important Dates, Campus Directory, Examinations, and Change Password. The 'HOME' link is circled in red. Below the navigation bar is a 'Campus Announcement' section with a search box and a 'Go' button. Below the search box is a list of links: SOM Update, SELCS Update, SGS Update, SoICT Update, STEER Update, Student Forum, Guidelines, Download (Form, Docs, etc), Dual award MBA, and KCHH Login. An orange bracket highlights the 'HOME' link and the list of links. A blue callout box points to the 'HOME' link with the text: '➤ At Home You can view announcements from schools, guidelines, and other documents.'

# ➤ Student Portal



- Accessing your LMS
- *Click on My Subject menu > click on AeU LMS link*

Current Role:  
Welcome ACHMAD SEIFURYO  
Logout

HOME **My Subject** Update Profile Academic Services Finance Services Email eLibrary Important Dates Campus Directory Examination Change Password

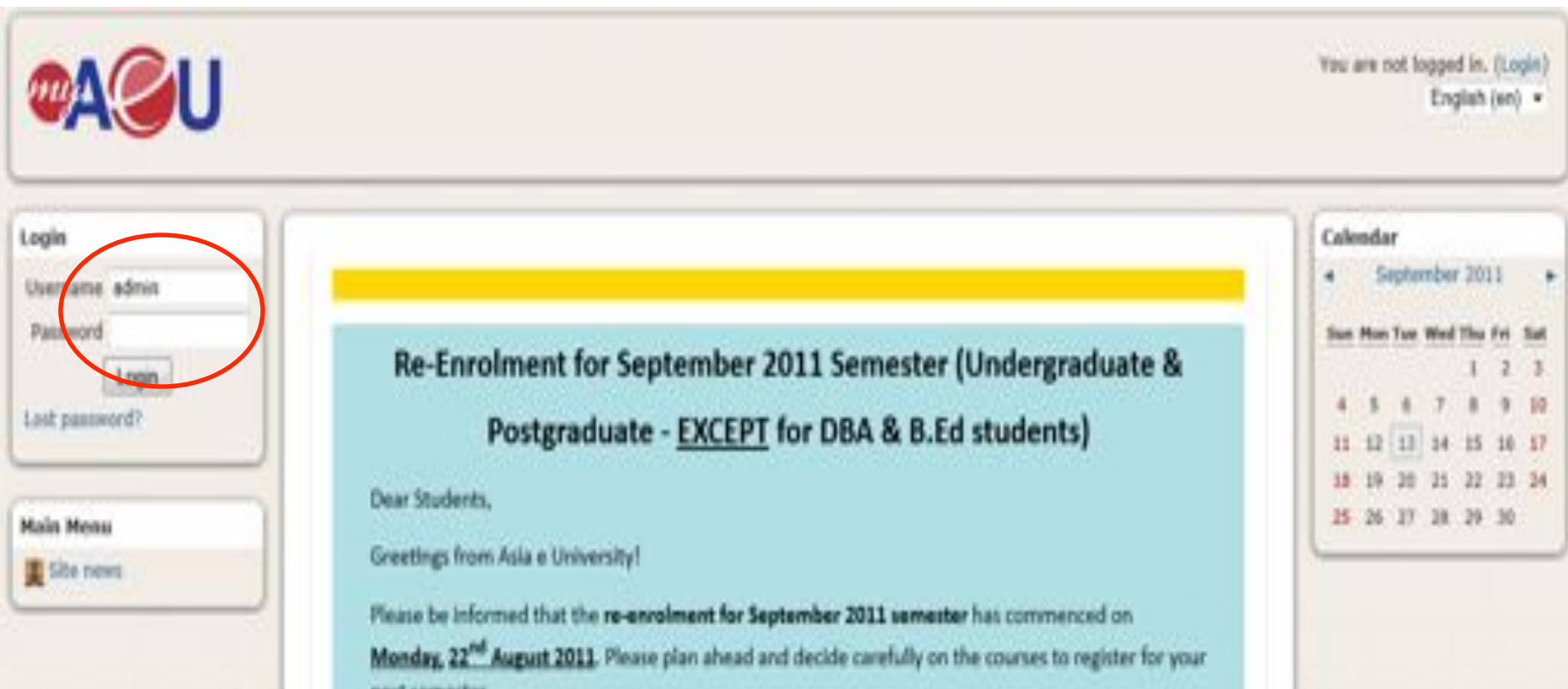
AeU LMS

Click link below to enter AeU new LMS

**AeU LMS**

# ➤ Student Portal

- *Enter your student ID number in the Username and Password fields on the left screen as appear below.*



The screenshot shows the AOU Student Portal interface. At the top left is the AOU logo. At the top right, it says "You are not logged in. (Login)" and "English (en)". On the left side, there is a "Login" section with a "Username" field containing "admin", a "Password" field, and a "Login" button. A red circle highlights the "Username" and "Password" fields. Below the login section is a "Main Menu" with a "Site news" link. The main content area features a yellow header bar and a blue box with the following text:

**Re-Enrolment for September 2011 Semester (Undergraduate & Postgraduate - EXCEPT for DBA & B.Ed students)**

Dear Students,

Greetings from Asia e University!

Please be informed that the re-enrolment for September 2011 semester has commenced on **Monday, 22<sup>nd</sup> August 2011**. Please plan ahead and decide carefully on the courses to register for your next semester.

On the right side, there is a "Calendar" for September 2011. The calendar shows the days of the week (Sun, Mon, Tue, Wed, Thu, Fri, Sat) and the dates (1-30). The date 13 is highlighted.



# ➤ Student Portal

- *You will see announcements from LSC on the orange area*
- *List of your registered courses under My courses*
- *List of announcements from respective schools under Announcements*

## Main Menu

 Site news

- > For first time log in, click HERE
- > To learn how to use MyAELU, click HERE

Feel free to contact your School's Administrator should you need any assistance.

Thank you.

## Calendar

September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

## My courses

HUMAN TUTORIALS (M101-GROUP A (KL))

## Announcements

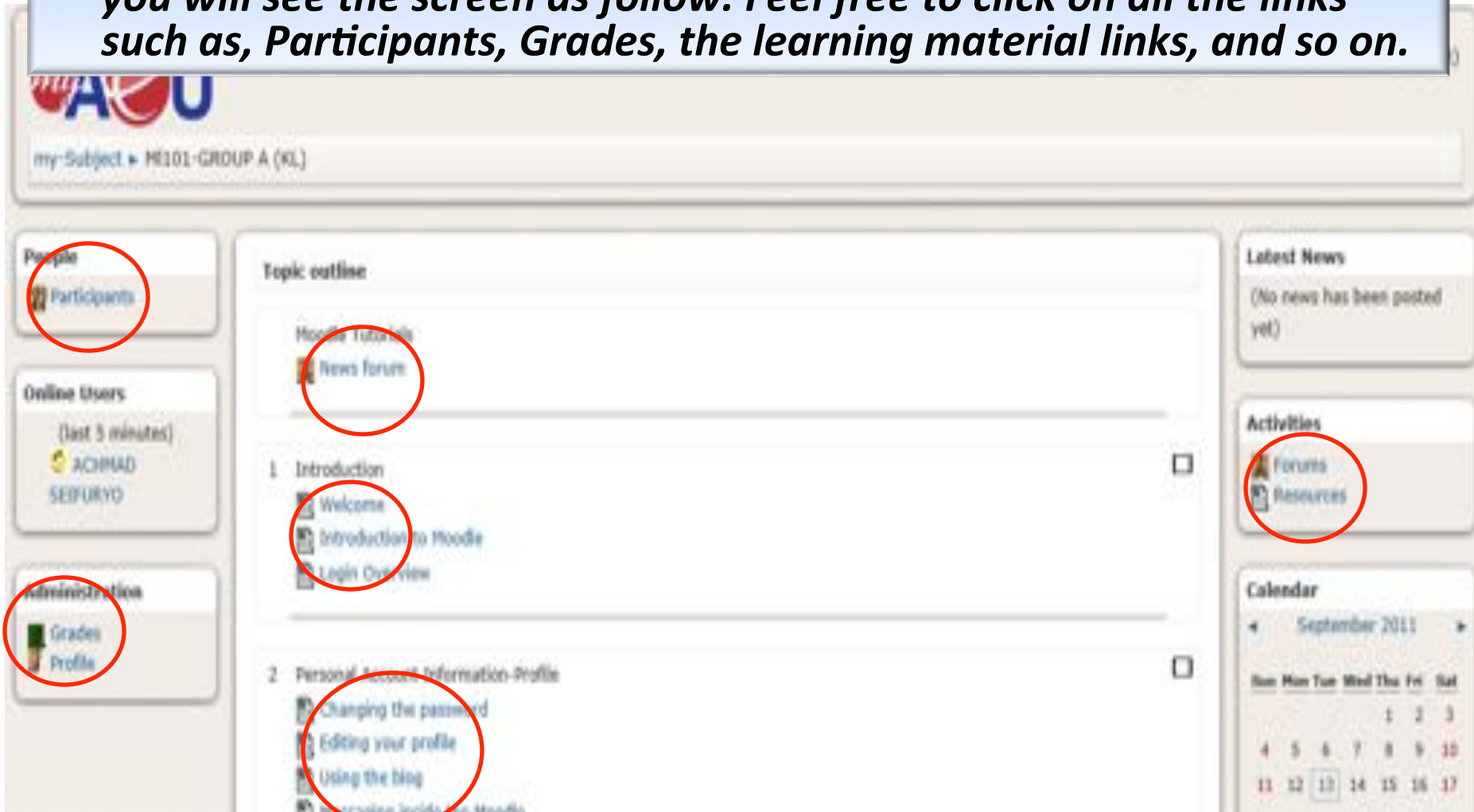


School of Management

by myAELU - Thursday, 25 August 2011, 12:44 PM

# ➤ Student Portal

➤ ***Once you have clicked on the subject name that you have registered, you will see the screen as follow. Feel free to click on all the links such as, Participants, Grades, the learning material links, and so on.***



my-Subject ▶ HE101-GROUP A (KL)

**People**  
Participants

**Online Users**  
(last 5 minutes)  
ACHMAD  
SEDFURYO

**Administration**  
Grades  
Profile

**Topic outline**

Moodle Tutorial  
News forum

1 Introduction

Welcome  
Introduction to Moodle  
Login Overview

2 Personal Account Information-Profile

Changing the password  
Editing your profile  
Using the blog  
Introduction to Moodle

**Latest News**  
(No news has been posted yet)

**Activities**  
Forums  
Resources

**Calendar**  
September 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17

# ➤ Student Portal

- *Use the Update Profile function to edit your personal information*

HOME My Subject **Update Profile** Academic Services Finance Services Email eLibrary Important Dates Campus Directory

Profile Update

Full name	ACHMAD SEIFURYD
Passport/Citizenship No	6410010001
Gender	1 MALE ▾
Citizenship	002 INDONESIA ▾
Mailing Address	PONDOK GEDE PERMAI JL. MURAI RAYA BLOK C. 17424 JAWA BARAT
Country	INDONESIA ▾
Telephone No (Home)	0218270022
Mobile No	
Email	1

UPDATE

# ➤ Student Portal

HOME My Subject Update Profile **Academic Services** Finance Services Email eLibrary Important Dates Campus Directory Examination Change Password

SETTING ACADEMIC CALENDAR FAILED FOR 0611. PLEASE CONTACT SYSTEM ADMINISTRATOR

Subject Registration

[Request for Add and Drop Subject](#)

[Credit Transfer](#)

[Change of Learning Centre](#)

[Change of Programme](#)

[Defer Study](#)

[Withdrawal From Study](#)

[Change Learning Centre - Status](#)

[Change Of Programme - Status](#)

[Defer Study - Status](#)

[Withdrawal From Study - Status](#)

[Request for EPF Withdrawal Letter](#)

[Request for Change Mode of Study](#)

➤ Use this Academic Services function to interact with AeU Registrar

- Add, Drop, Withdraw Subjects
- Change programme, learning centre
- Defer Study, Credit transfer, etc.

# ➤ Student Portal

- Use Finance Services function to see and do the following:
  - Statement of Account
  - Make online Payment
  - Finance policies

HOME My Subject Update Profile Academic Services **Finance Services** Email eLibrary Important Dates Campus Directory Examination Change Password

Account Statement & Online Payment

Payment Options

Discount and Award

Refund Policy

ACHMAD SEIFURYO  
C30198100001  
BACHELOR OF INFORMATION AND COMMUNICATION TECHNOLOGY (IKOM)

## STATEMENT OF ACCOUNT

DATE	DETAILS	DEBIT	CREDIT	BALANCE
		0.00	0.00	0.00

### Payment Options

**NOTE:** Please click at [Payment Options Menu](#) for further detail.

Pay Statement Balance of RM 0.00

OR

Pay any Amount RM |

Payment Method |

CREDIT CARD ▾

### Contact

Email: [finance@asu.edu.my](mailto:finance@asu.edu.my)

Contact No.: 03 - 2785 0153 / 0077 / 0078

# ➤ Student Portal

- Use the Email function by clicking on the AeU Google Mail link below to
  - Email
  - Use online Calendar
  - Share Documents



# ➤ Student Portal

- Use the eLibrary function to access the digital library and accessing the library system (KOHA)

HOME My Subject Update Profile Academic Services Finance Services **Email eLibrary** Important Dates Campus Directory Examination Change Password

Online Databases - KOHA Login

## Library Homepage

**NOTE:** For online databases's security reason you will have to enter Userid: "student" and Password: "access" without quote. You only need to enter this security access once. Thank you very much for you cooperation.

Contains more than 6500 titles of digital books including ICT, Multimedia, Business & Management.

Springer's online journal collection consist of hundreds peer-reviewed journals. Most titles include complete back issues from 1997. Each Journal has its own page complete with all relevant information, Aims and Scope, Editor and Editorial Board, Table of Contents, Submission Guidelines, and Related Titles. Depending on their subscription rights, visitors can review abstracts or full text articles.

Access to over 760 top educational publications, including more than 600 titles in full text. It covers the literature on primary, secondary, and higher education and also special education, home schooling, adult education, and related topics.

Wilson Business Full Text provides access to a multitude of outstanding magazines and scholarly journals, including indexing and abstracts for key publications such as The New York Times Business

Online Databases - KOHA Login

Matrix No: C30008100001  
Name: ACHMAD SEIFURYO

Click button "LOGIN TO KOHA" below to open your KOHA System.

Contains Education

Contains Engineer

**Note:** Once you logged into KOHA, do not change your password there.

It includes over 2.4 million citations of dissertation and theses collection in the world 1637 up to last semester. Researchers have access to over 675,000 graduate works in the Science and Engineering collection.

Education Full Text the WilsonWeb journals database crafted to meet the unique needs of education students, professionals, and policy makers now delivers the

# ➤ Student Portal

➤ *Click this link to check for Important Dates!*



HOME	My Subject	Update Profile	Academic Services	Finance Services	Email	eLibrary	<b>Important Dates</b>	Campus Directory	Examination	Change Password
------	------------	----------------	-------------------	------------------	-------	----------	------------------------	------------------	-------------	-----------------

Academic Calendar	25-10-2010	<b>Tri-Semester Programme - 2011</b>
		<input type="button" value="Read"/>
Timelines	25-10-2010	<b>Modular Programme - 2011 / 2012</b>
Time Table		<input type="button" value="Read"/>
Exam Time Table		



# ➤ Student Portal

➤ *Use this function to view the Campus Directory.*

HOME My Subject Update Profile Academic Services Finance Services Email eLibrary Important Dates **Campus Directory** Examination Change Password

- View Students
- View School Mates
- View Programme Mates
- View Class Mates
- View Lecturer

Select school:

Select programme:

Select intake:

No	Name	eMail	Contact No.	Intake
1	RAMESH CHANDAR	rameshnair@hotmail.com	Tel: 067634453 HP: 0163105159	0908
2	KUNASEGARAN A/L M RAJU	kunasegaran@chubbsafes.com.my	Tel: 0380619947 HP: 0173021715	0908
3	SONNY BEN KUSHAIRI	skushairi@gmail.com	Tel: 0356358514 HP: 0123915858	0908
4	KUMARESH A/L MANOGARAN	kumaresh.manogaran@gmail.com	Tel: 0164280606 HP: 0164280606	0908
5	LEE LAY BEE	rubylee89@yahoo.com	Tel: 066626790 HP: 0123237812	0908
6	MUHAMMAD RIDZUAN BIN MANSOR	drwayne4u@yahoo.com	Tel: 0378037788 HP: 0196965268	0908
7	HENRY S/O ANTHONYSAMY	henry.optician@gmail.com	Tel: 0122617300 HP: 0122617300	0908

# ➤ Student Portal



➤ *Use this function to view your result transcript.*

HOME My Subject Update Profile Academic Services Finance Services Email eLibrary Important Dates Campus Directory **Examination** Change Password

Student Transcript



Matric No: C30108100001

Name: ACHMAD SEIFURYO

Program: BACHELOR OF INFORMATION AND COMMUNICATION TECHNOLOGY (HONS)

Result for -

TRANSCRIPT IS NOT AVAILABLE

View Other Semester Results : [Semester 1](#)

CREDIT TRANSFER SUBJECT(S)

Code Subject

Credit Hour

Subject

DOWNLOAD

# ➤ Student Portal

➤ *Use this function to change your password.*

HOME My Subject Update Profile Academic Services Finance Services Email eLibrary Important Dates Campus Directory Examination **Change Password**

## Change Login ID & Password

User ID	<input type="text" value="C30108100001"/>
Login Name	<input type="text"/> (1)
Name	<input type="text" value="ACHMAD SEIFURYD"/>
Password	<input type="password"/> (2)
Confirm Password	<input type="password"/>

Update

- 1) Login Name is optional. This is alternate login name you can use to login into the portal. If this is left empty, User ID shall be use as login name.
- 2) If you don't want to change password, Leave the password field empty.



Thank you.

Happy Exploring!