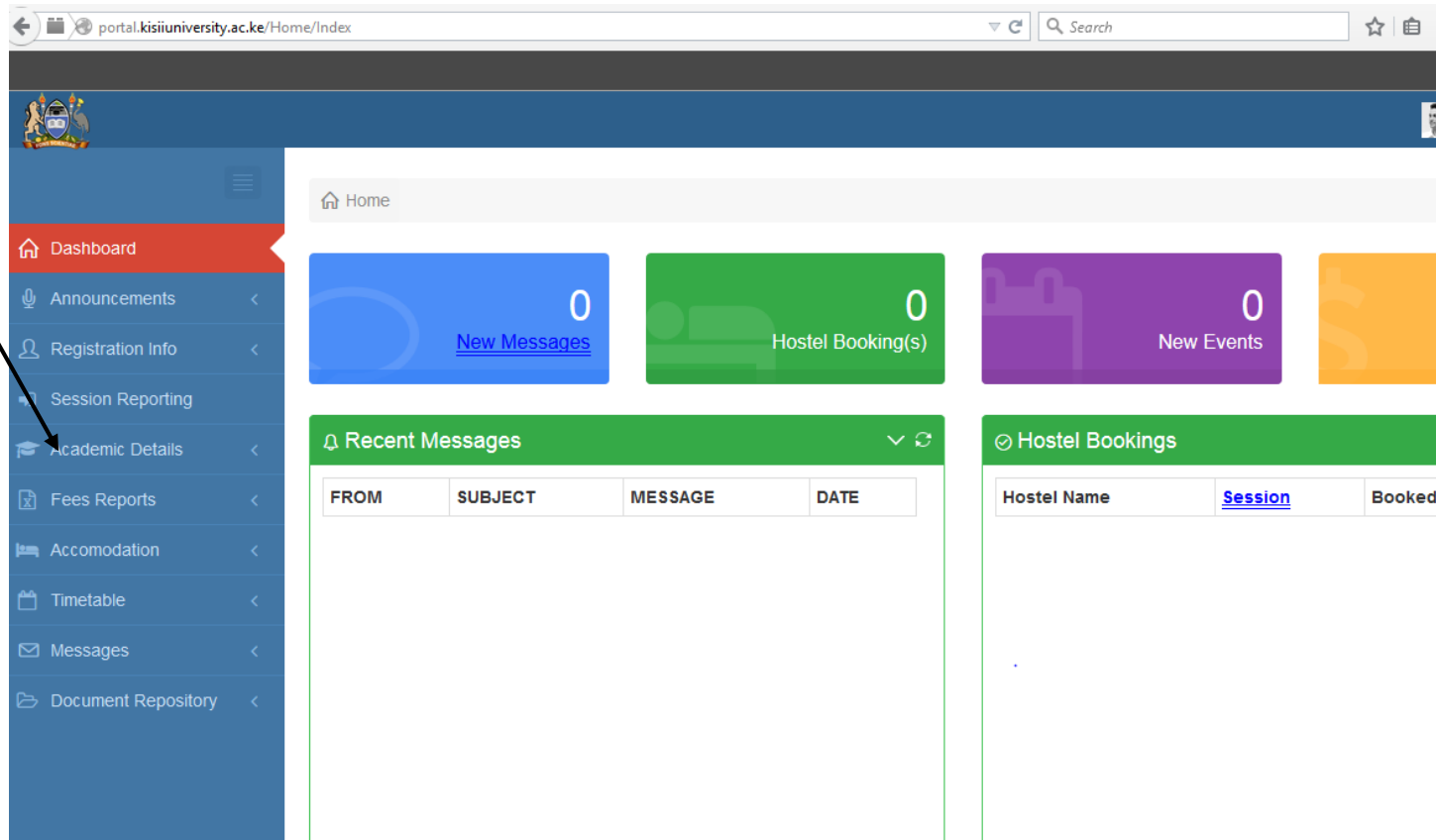


STUDENT ONLINE UNIT REGISTRATION

Log in to the student portal via your credentials.

Click on the *Academic Details* menu as shown below.

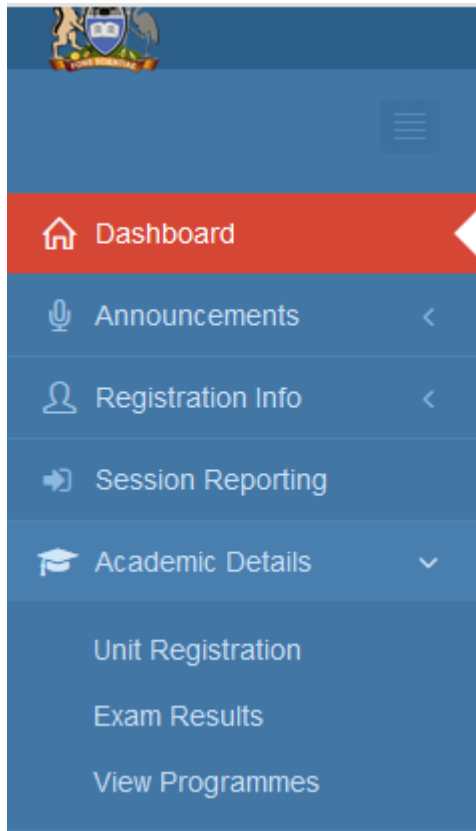


The screenshot shows a web browser window with the URL `portal.kisiiuniversity.ac.ke/Home/Index`. The dashboard features a left-hand navigation menu with the following items: Dashboard, Announcements, Registration Info, Session Reporting, Academic Details, Fees Reports, Accomodation, Timetable, Messages, and Document Repository. The 'Academic Details' item is highlighted with a red bar and an arrow pointing to it. The main content area displays a 'Home' header, a 'New Messages' widget with 0 messages, a 'Hostel Booking(s)' widget with 0 bookings, and a 'New Events' widget with 0 events. Below these are two tables: 'Recent Messages' and 'Hostel Bookings'.

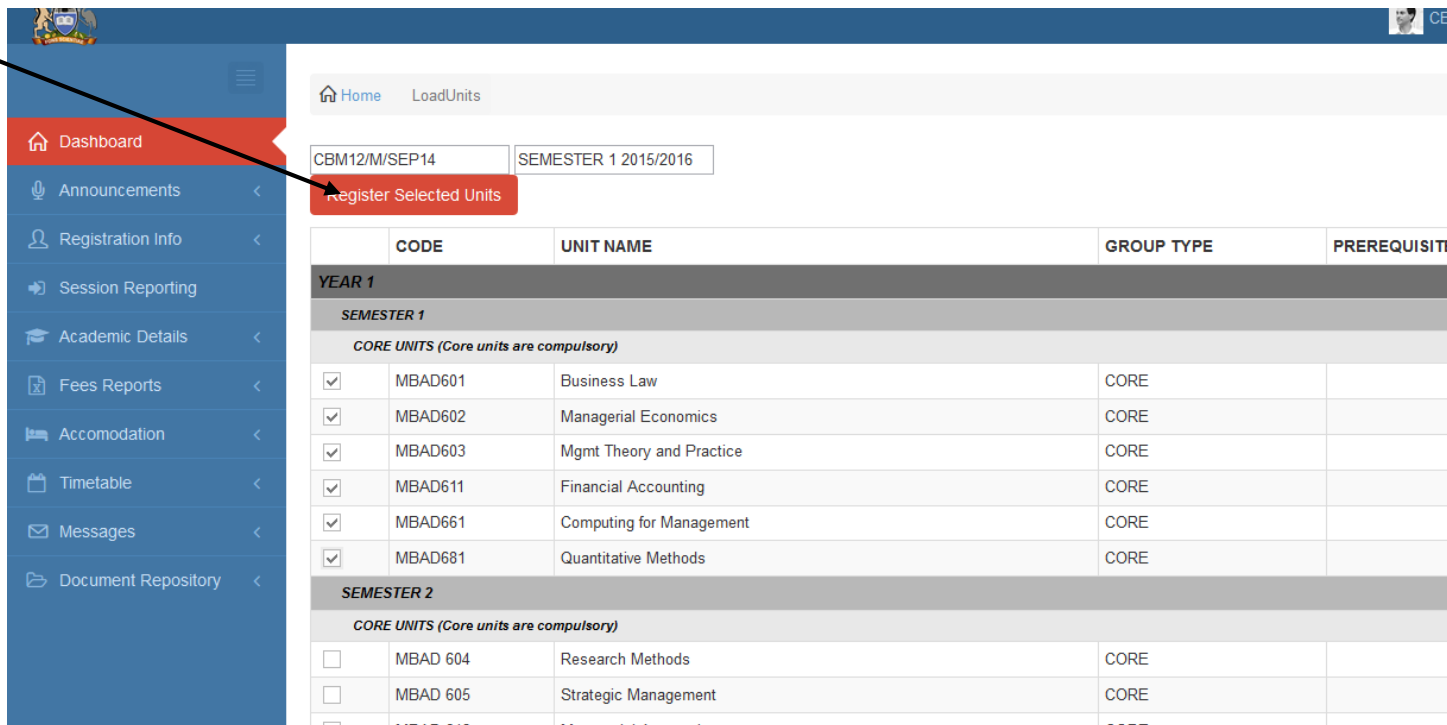
FROM	SUBJECT	MESSAGE	DATE
------	---------	---------	------

Hostel Name	Session	Booked
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The menu is collapsible and avails more sub menus as shown:



Click on the *Unit Registration* menu and the tab/window appears as shown:



Home LoadUnits

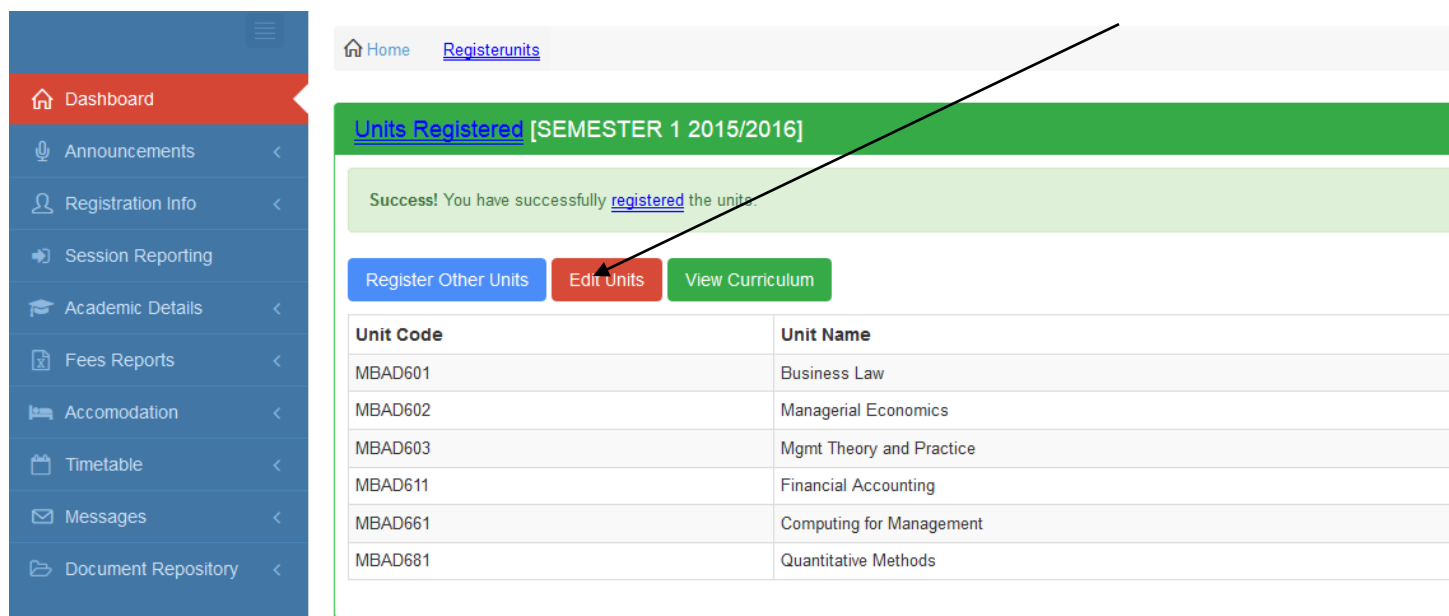
CBM12/M/SEP14 SEMESTER 1 2015/2016

Register Selected Units

	CODE	UNIT NAME	GROUP TYPE	PREREQUISIT
YEAR 1				
SEMESTER 1				
CORE UNITS (Core units are compulsory)				
<input checked="" type="checkbox"/>	MBAD601	Business Law	CORE	
<input checked="" type="checkbox"/>	MBAD602	Managerial Economics	CORE	
<input checked="" type="checkbox"/>	MBAD603	Mgmt Theory and Practice	CORE	
<input checked="" type="checkbox"/>	MBAD611	Financial Accounting	CORE	
<input checked="" type="checkbox"/>	MBAD661	Computing for Management	CORE	
<input checked="" type="checkbox"/>	MBAD681	Quantitative Methods	CORE	
SEMESTER 2				
CORE UNITS (Core units are compulsory)				
<input type="checkbox"/>	MBAD 604	Research Methods	CORE	
<input type="checkbox"/>	MBAD 605	Strategic Management	CORE	
<input type="checkbox"/>	MBAD 610	Managerial Accounting	CORE	

Tick/check the units which you should take this semester as per your respective curriculums and once done click on *Register Selected Units*.

After successfully registering for the units the tab appears as shown below:



Home [Registerunits](#)

Units Registered [SEMESTER 1 2015/2016]

Success! You have successfully [registered](#) the units.

[Register Other Units](#)
[Edit Units](#)
[View Curriculum](#)

Unit Code	Unit Name
MBAD601	Business Law
MBAD602	Managerial Economics
MBAD603	Mgmt Theory and Practice
MBAD611	Financial Accounting
MBAD661	Computing for Management
MBAD681	Quantitative Methods

In case you have a need to edit/drop some already registered units, click on *Edit Units* and check the units you wish to drop and click on *Drop Selected Units* as shown.

- Dashboard
- Announcements
- Registration Info
- Session Reporting
- Academic Details
- Fees Reports
- Accommodation
- Timetable
- Messages
- Document Repository

Home Edit Units

Drop Units

<input type="checkbox"/>	UNIT CODE	UNIT NAME	UNIT STATUS	AUDIT UNIT
<input type="checkbox"/>	MBAD601	Business Law	Pending	No
<input type="checkbox"/>	MBAD602	Managerial Economics	Pending	No
<input type="checkbox"/>	MBAD603	Mgmt Theory and Practice	Pending	No
<input type="checkbox"/>	MBAD611	Financial Accounting	Pending	No
<input checked="" type="checkbox"/>	MBAD661	Computing for Management	Pending	No
<input checked="" type="checkbox"/>	MBAD681	Quantitative Methods	Pending	No

Drop Selected Units Cancel