

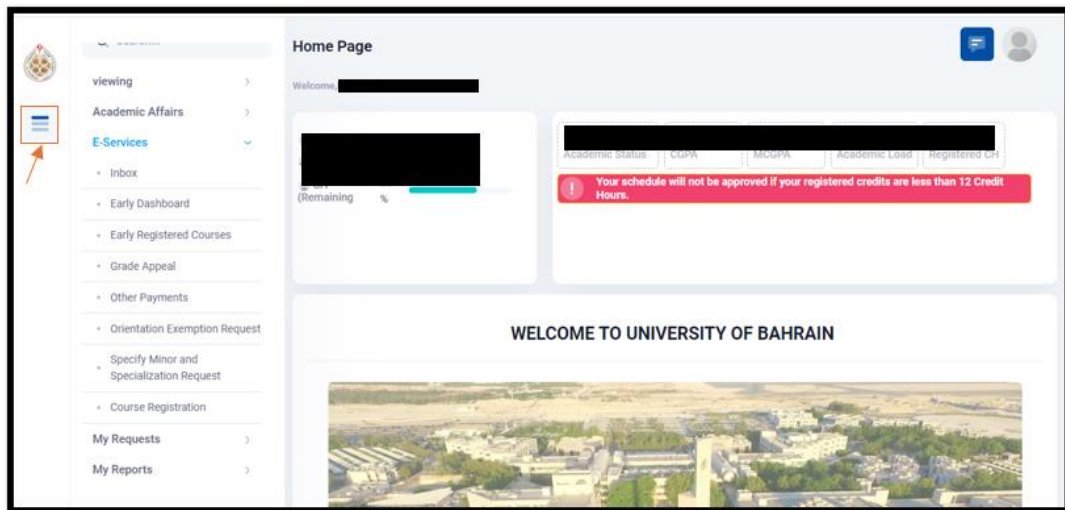


New Student Information System

User Manual

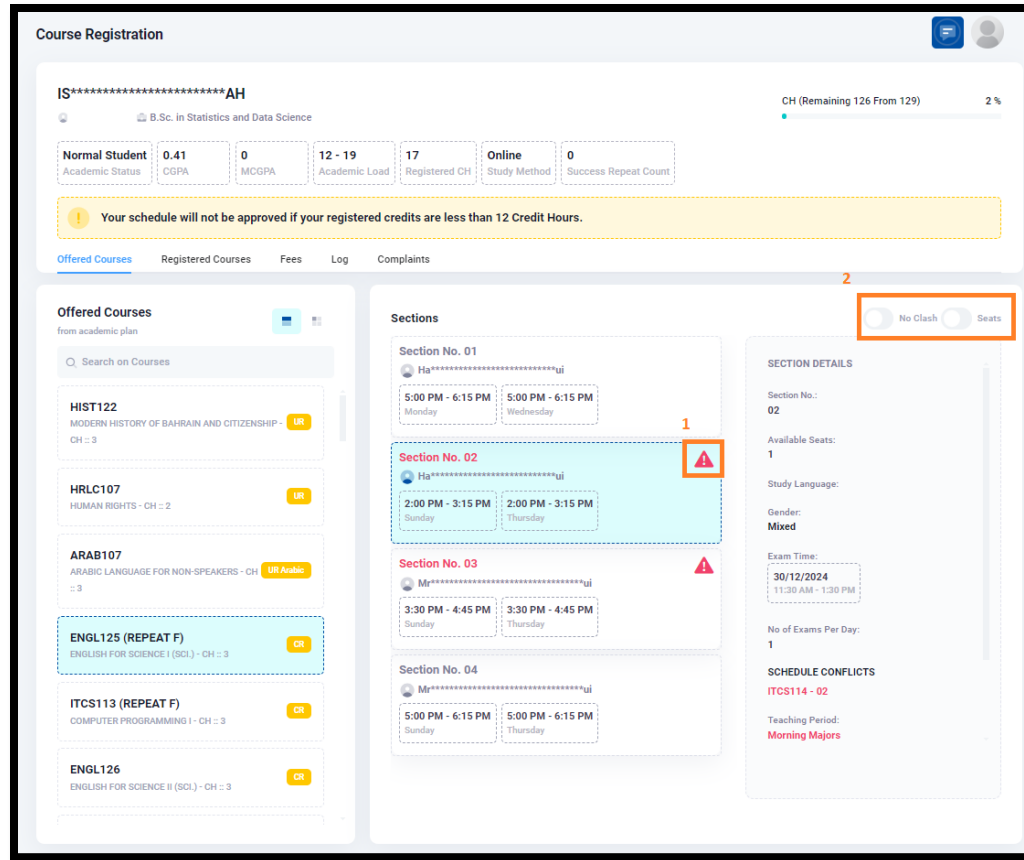
User Account: Student
Request: Course Registration

Course registration steps:



1. Accessing the Course Registration:

- Navigate to the system's home page.
- Locate and select the menu icon on the left side of the page.
- From the displayed menu, choose "E-Services".
- Select "Course Registration" from the submenu options



Course Registration

IS*****AH

B.Sc. in Statistics and Data Science

CH (Remaining 126 From 129) 2 %

Normal Student Academic Status 0.41 CGPA 0 MCGPA 12 - 19 Academic Load 17 Registered CH Online Study Method 0 Success Repeat Count

1 Your schedule will not be approved if your registered credits are less than 12 Credit Hours.

Offered Courses Registered Courses Fees Log Complaints

2

Offered Courses
from academic plan

Search on Courses

HIST122 MODERN HISTORY OF BAHRAIN AND CITIZENSHIP - CH : 3 UR

HRLC107 HUMAN RIGHTS - CH : 2 UR

ARAB107 ARABIC LANGUAGE FOR NON-SPEAKERS - CH : 3 UR Arabic

ENGL125 (REPEAT F) ENGLISH FOR SCIENCE I (SCI) - CH : 3 CR

ITCS113 (REPEAT F) COMPUTER PROGRAMMING I - CH : 3 CR

ENGL126 ENGLISH FOR SCIENCE II (SCI) - CH : 3 CR

Sections

Section No. 01

5:00 PM - 6:15 PM Monday 5:00 PM - 6:15 PM Wednesday

Section No. 02 **1**

2:00 PM - 3:15 PM Sunday 2:00 PM - 3:15 PM Thursday

Section No. 03 **1**

3:30 PM - 4:45 PM Sunday 3:30 PM - 4:45 PM Thursday

Section No. 04

5:00 PM - 6:15 PM Sunday 5:00 PM - 6:15 PM Thursday

SECTION DETAILS

Section No.: 02

Available Seats: 1

Study Language:

Gender: Mixed

Exam Time: 30/12/2024 11:30 AM - 1:30 PM

No of Exams Per Day: 1

SCHEDULE CONFLICTS

ITCS114 - 02

Teaching Period: Morning Majors

2 No Clash Seats

2. Course Selection:

- Under "Offered Courses", select the desired course for registration.
- A list of available sections will be displayed.
- **Note:**
 - Sections marked with indicator (1) conflict with already registered courses.
 - To view only non-conflicting or available sections, use the filter option indicated by (2).



Course Registration

IS*****AH CH (Remaining 126 From 129) 2%

B.Sc. in Statistics and Data Science

Normal Student	0.41	0	12 - 19	17	Online	0
Academic Status	CGPA	MCGPA	Academic Load	Registered CH	Study Method	Success Repeat Count

! Your schedule will not be approved if your registered credits are less than 12 Credit Hours.

[Offered Courses](#) | [Registered Courses](#) | [Fees](#) | [Log](#) | [Complaints](#)

Offered Courses

from academic plan

Search on Courses

- HIST122
MODERN HISTORY OF BAHRAIN AND CITIZENSHIP - UR
CH :: 3
- HRLC107
HUMAN RIGHTS - CH :: 2
- ARAB107
ARABIC LANGUAGE FOR NON-SPEAKERS - CH
UR Arabic :: 3
- ENGL125 (REPEAT F)**
ENGLISH FOR SCIENCE I (SCL) - CH :: 3
- ITCS113 (REPEAT F)
COMPUTER PROGRAMMING I - CH :: 3
- ENGL126
ENGLISH FOR SCIENCE II (SCL) - CH :: 3

Sections

No Clash Seats

- Section No. 01**
Ha*****
5:00 PM - 6:15 PM (Monday)
5:00 PM - 6:15 PM (Wednesday)
- Section No. 02**
Ha*****
2:00 PM - 3:15 PM (Sunday)
2:00 PM - 3:15 PM (Thursday)
- Section No. 03**
Mr*****
3:30 PM - 4:45 PM (Sunday)
3:30 PM - 4:45 PM (Thursday)
- Section No. 04**
Mr*****
5:00 PM - 6:15 PM (Sunday)
5:00 PM - 6:15 PM (Thursday)

SECTION DETAILS

Section No.: 01

Available Seats: 2

Study Language: --

Gender: Mixed

Exam Time: 30/12/2024
11:30 AM - 1:30 PM

No of Exams Per Day: 1

Teaching Period: Morning Majors

Remarks: --

Register Course

3. Section Registration:

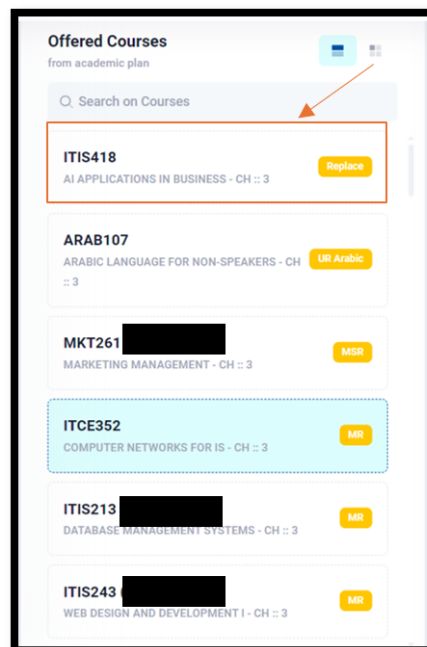
- Click on the desired section number.
- Review the "Section Details".
- Choose "Register Course" to proceed with registration.

Course	Section	Instructor	Status	Repeat	CH	Fees	Paid	Exam Time	
ITIS252 CLOUD COMPUTING I	03	Dr*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 24/12/2024	-- Select --
ITIS362 GOVERNANCE AND MANAGEMENT OF ENTERPRISE IT	02	Ms*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 21/12/2024	-- Select --
ITIS361 DECISION SUPPORT SYSTEMS	02	Dr*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 26/12/2024	-- Select --
ITIS418 AI APPLICATIONS IN BUSINESS	01	Dr*****		0	3	24 BHD	No	8:30 AM - 10:30 AM 28/12/2024	-- Select --

1:00 PM - 2:15 PM	Building	Room	12:00 PM - 1:40 PM	Building	Room	1:00 PM - 2:15 PM	Building	Room
M	S40	030	T	S40	1014	W	S40	030

4. Viewing Registered Courses:

- Navigate to "Course Registration" to view registered course details.
- This view displays repetition times, course fees, and payment status.
- Options to delete or replace courses are available from this screen.



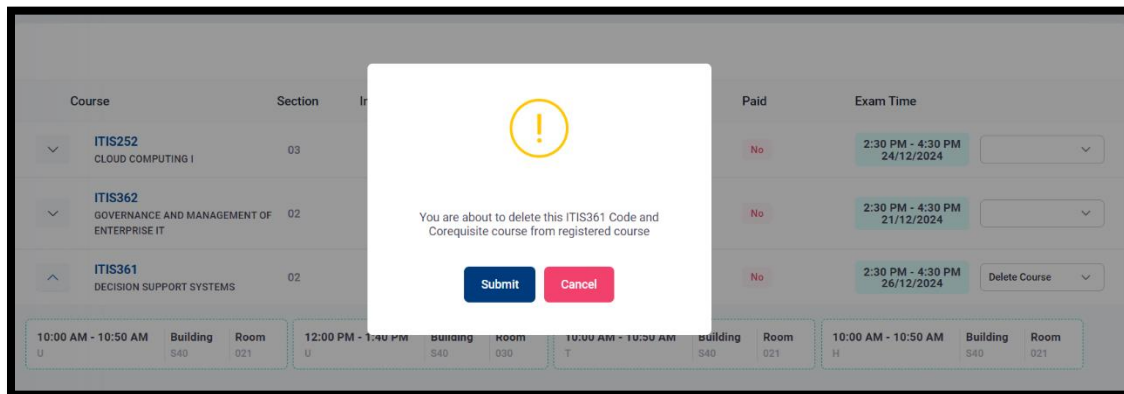
5. Course Replacement:

- To replace a course, select "Replace" next to the relevant course.
- You will be redirected to the "Offered Courses" page.
- The course to be replaced will be highlighted as shown by arrow.
- Select a new course and section following steps 2 and 3.

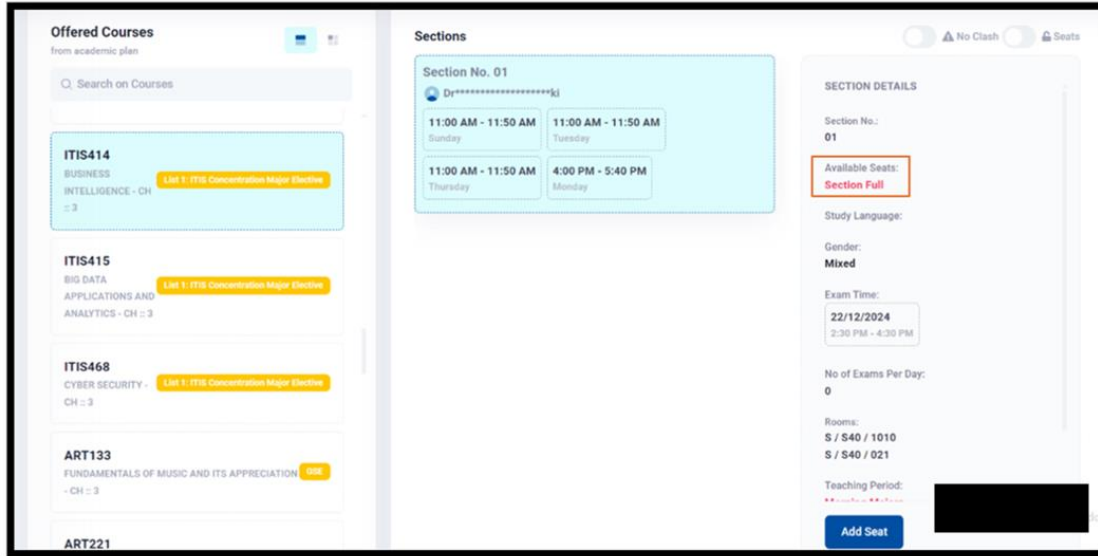
Course	Section	Instructor	Status	Repeat	CH	Fees	Paid	Exam Time			
ITIS252 CLOUD COMPUTING I	03	Dr*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 24/12/2024	-- Select --		
ITIS362 GOVERNANCE AND MANAGEMENT OF ENTERPRISE IT	02	Ms*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 21/12/2024	-- Select --		
ITIS361 DECISION SUPPORT SYSTEMS	02	Dr*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 26/12/2024	-- Select -- Delete Course		
10:00 AM - 10:50 AM	Building S40	Room 021	12:00 PM - 1:40 PM	Building S40	Room 030	10:00 AM - 10:50 AM	Building S40	Room 021	10:00 AM - 10:50 AM	Building S40	Room 021
ITIS414 BUSINESS INTELLIGENCE	01	Dr*****	Wait	0	3	24 BHD	No	2:30 PM - 4:30 PM 22/12/2024	-- Select --		

6. Course Deletion:

- To remove a course, select "Delete Course" from the menu.



- A confirmation message will appear; select "Submit" to confirm deletion.
- Note:** Course deletion may be restricted after a certain payment period.



The screenshot displays the 'Offered Courses' and 'Sections' interface. On the left, under 'Offered Courses', several courses are listed, including ITIS414 (Business Intelligence - CH:3), ITIS415 (Big Data Applications and Analytics - CH:3), ITIS468 (Cyber Security - CH:3), and ART133 (Fundamentals of Music and Its Appreciation - CH:3). The 'Sections' panel shows 'Section No. 01' for course ITIS414, with a status of 'Section Full'. The 'SECTION DETAILS' panel on the right shows 'Available Seats: Section Full', 'Study Language: English', 'Gender: Mixed', 'Exam Time: 22/12/2024 (2:30 PM - 4:30 PM)', 'No of Exams Per Day: 0', 'Rooms: S / S40 / 1010, S / S40 / 021', and 'Teaching Period: ...'. An 'Add Seat' button is visible at the bottom right.

7. Waitlist Registration:

- For sections marked as "full", a waitlist option may be available.
- Click "Add Seat" to join the waitlist.

Course	Section	Instructor	Status	Repeat	CH	Fees	Paid	Exam Time
ITIS252 CLOUD COMPUTING I	03	Dp*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 24/12/2024
ITIS362 GOVERNANCE AND MANAGEMENT OF ENTERPRISE IT	02	Mg*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 21/12/2024
ITIS361 DECISION SUPPORT SYSTEMS	02	Dp*****		0	3	24 BHD	No	2:30 PM - 4:30 PM 26/12/2024
ITIS414 BUSINESS INTELLIGENCE	01	Dp*****	Wait	0	3	24 BHD	No	2:30 PM - 4:30 PM 22/12/2024

11:00 AM - 11:50 AM	Building	Room	4:00 PM - 5:40 PM	Building	Room	11:00 AM - 11:50 AM	Building	Room	11:00 AM - 11:50 AM	Building	Room
U	S40	1010	M	S40	021	T	S40	1010	H	S40	1010

- The course status will change to "Wait".
- Waitlisted courses are subject to approval by the department head.
- You will be notified of acceptance or rejection at a later date.