Step	Details
1	Open MS Teams.
2	Go to Teams -> Academic Management Centre (AMC).
	Files Academic Management Centre ···
	General
	AMC Memorandum
	AMC Org chart
	Course List Sem 1 Session 2020_2021
	Student Survey Sem 3 Session 2019_2
	Timetable Sem 3 Session 2019_2020
3	Go to channel -> Course List Sem 1 Session 2020_2021.
	Files Academic Management Centre •••
	General
	AMC Memorandum
	AMC Org chart
	Course List Sem 1 Session 2020 202
	Student Survey Sem 3 Session 2019 2
	Timetable Sem 3 Session 2019 2020
4	Go to tab -> <b>Files</b> . Choose your respective faculty.
	Course List Sem 1 Session 2020 Post Files Note: +
	+ New V T Upload 3 Sync S Copy Int. Download + Add cloud storage
	Course List Sem 1 Session 2020_2021
	[]] Name → Modifier by -
	E FOE 15 hours ago Norlianah Mohid 1
	CB 15 hours ago Norlianah Mohd 1
5	Choose -> <b>Programme</b> -> <b>Semester</b> .
	5.1 Ensure that all courses to be chosen are correct.
	5.2 You are allowed to discuss with your Academic Advisor (AA) or Programme
6	Coordinator (PC) on the course registration, if necessary.
Ū	Course List Sem 1 Session 2020
7	Complete the form.
	7.1 Ensure that all the details are correct i.e. Course Code, Course Name, Group
Q	Name, and 1 otal Credit Hours before Submission.
U	CHCK Submit.

## GUIDELINES FOR COURSE REGISTRATION SEMESTER 1 SESSION 2020/2021