

## PANDUAN TUKAR KATA LALUAN UMSELF

**Langkah 1:** Layari <http://umself.umccd.edu.my> dan klik **login**.

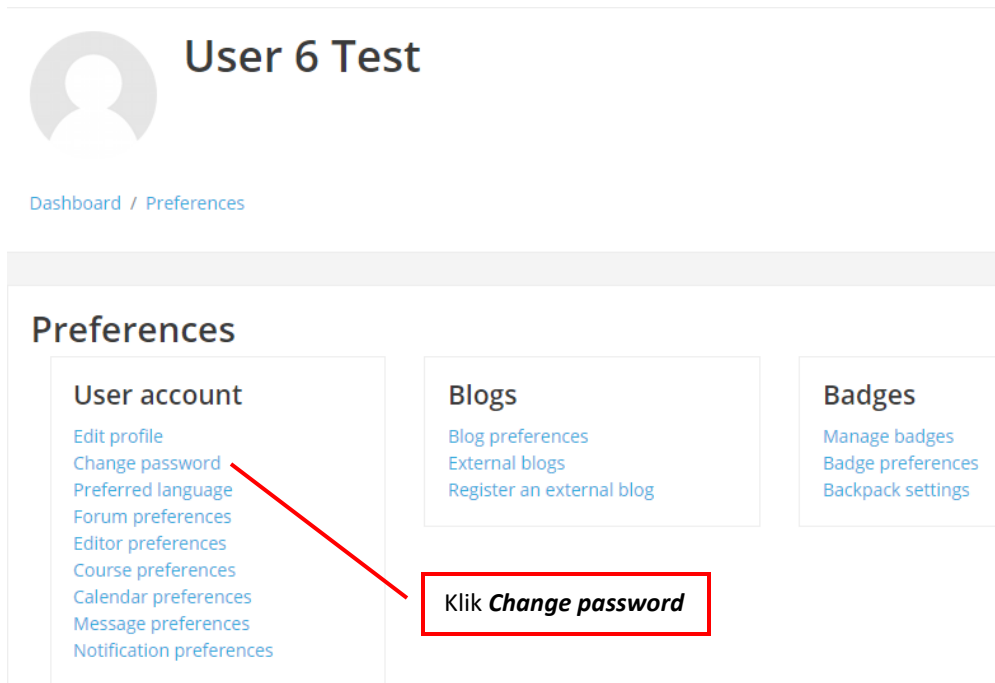
**Langkah 2:** Masukkan **Username** dan **Password** anda. Klik **Log in**.

The screenshot shows the login page for UMSELF - UM Student e-Learning Framework. The page title is "UMSELF - UM Student e-Learning Framework". Below the title, there are two input fields: "Username" and "Password". To the right of these fields, there are two links: "Forgotten your username or password?" and "Cookies must be enabled in your browser". Below the input fields, there is a checkbox labeled "Remember username" and a blue "Log in" button. A red box labeled "No. Pendaftaran Pelajar" points to the "Username" field. Another red box labeled "No. Mykad (tanpa - )" points to the "Password" field. A third red box labeled "Klik Log in" points to the "Log in" button. Below the login form, there is a section titled "Is this your first time here?"

**Langkah 3:** Pada halaman *Dashboard* anda, klik pada **anak panah** dan klik **Preferences**.

The screenshot shows the user dashboard. At the top, there is a user profile section with the name "User 6 Test" and a dropdown arrow. A red box labeled "1. Klik anak panah" points to the dropdown arrow. Below the profile section, there is a menu with the following items: "Dashboard", "Profile", "Grades", "Messages", "Preferences", and "Log out". A red box labeled "2. Klik Preferences" points to the "Preferences" item. Below the menu, there is a section titled "PRIVATE" with the text "No files available" and a link "Manage private files..."

**Langkah 4:** Seterusnya, klik **Change Password**.



User 6 Test

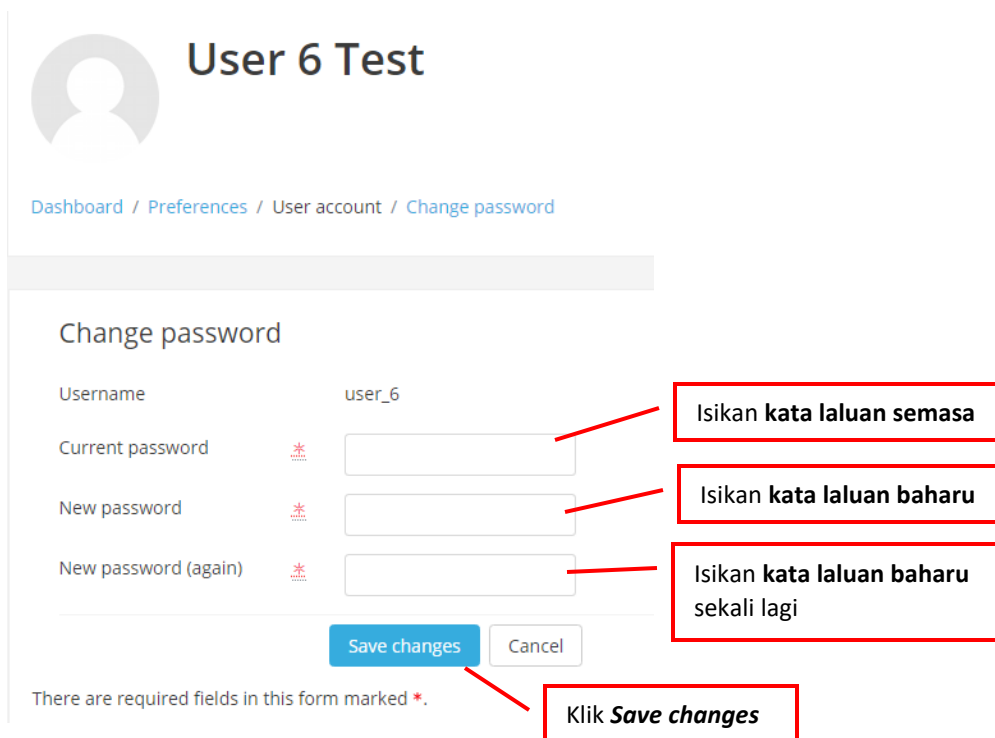
Dashboard / Preferences

### Preferences

- User account**
  - Edit profile
  - Change password
  - Preferred language
  - Forum preferences
  - Editor preferences
  - Course preferences
  - Calendar preferences
  - Message preferences
  - Notification preferences
- Blogs**
  - Blog preferences
  - External blogs
  - Register an external blog
- Badges**
  - Manage badges
  - Badge preferences
  - Backpack settings

Klik **Change password**

**Langkah 5:** Setkan kata laluan yang baharu seperti berikut dan klik **Save changes**.



User 6 Test

Dashboard / Preferences / User account / Change password

### Change password

Username user\_6

Current password \*

New password \*

New password (again) \*

Save changes Cancel

There are required fields in this form marked \*.

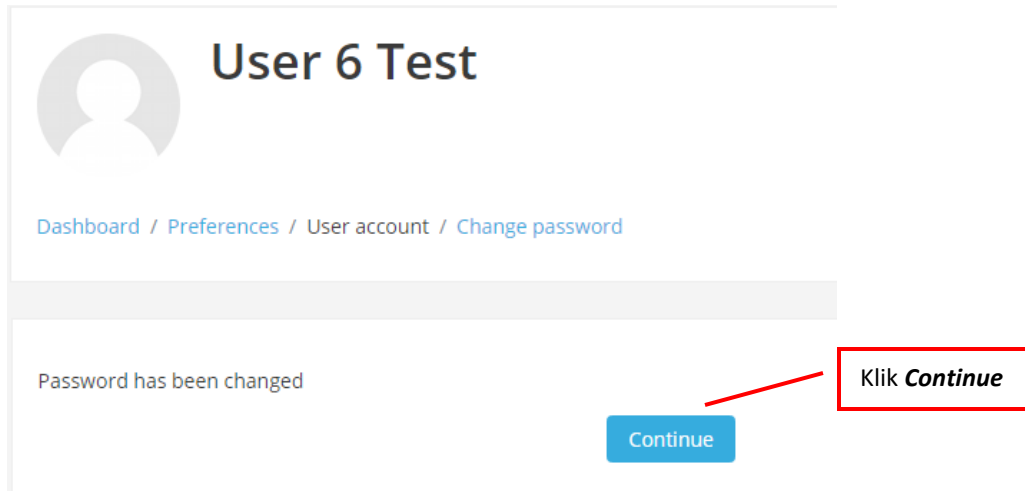
Isikan kata laluan semasa

Isikan kata laluan baharu

Isikan kata laluan baharu sekali lagi

Klik **Save changes**

**Langkah 6:** Klik **Continue** dan kata laluan telah sedia ditukar. Pastikan anda ingat kata laluan yang diset tadi.



-Tamat-

**NOTA:**

Sebarang tindakan RESET kata laluan di UMSeLF, kata laluan akan turut dikemaskini secara automatik pada sistem Portal Pelajar, Sistem Pendaftaran Kursus, dan Sistem CTES/SES.