

# STEP 1: LOG IN TO YOUR IIS

<https://iis.ucsiuniversity.edu.my/Student/Login.aspx>



# STEP 2: SELECT “ACTIVITIES”



All attachments can be found at the bottom of the screen.

## IMPORTANT

### IIS SERVICE NOTIFICATION

During heavy traffic, you may experience some difficulties logging in to IIS or delay when you use the service. Please refrain from opening too many tabs/windows to browse IIS which might cause service disruption. We apologise for the inconvenience caused.

Click “Activities”

2019  
OCTOBER

30

WEDNESDAY



ePayment

\*Kindly be informed that your new student ID card has been processed. In order to check if it is ready for collection, please login using your Student ID and password to the following portal : <http://www.ucsiuniversity.edu.my/hlbs/>

### ASSIGNED TASKS - YOU MUST COMPLETE...

Please complete the following Tasks as soon as possible.

Start Date	Task / Process	File Number	Regarding
01 Aug 2019	Select Tutorials & Labs		Course Selection

# Step 3: Click “Print Exam Token”

The screenshot shows the UC SI.iis Student Portal interface. At the top, there is a red navigation bar with the text "UC SI.iis Student Portal" and several menu items: Home, Profile, Activities, Library, Calendar, and LMS. Below this is a breadcrumb trail: "IIS Student Home • My Activities • Exam Token". A secondary navigation bar contains links for "My Portal", "My Courses", and "My ECA".

The main content area features a calendar header with days from Sunday to Saturday. Below the calendar, there is a section titled "My Portal Student" with a sub-header "Assigned Tasks - you must Complete...". A green arrow points from a text box that says "Click 'Print Exam Token'" to a button labeled "Print Exam Token", which is circled in red. Below the text, there is a table with the following structure:

Start Date	Process	File Number	Regarding
1 Aug 2019	Select Tutorials & Labs	[Redacted]	Course Selection

# Step 4:

## Option 1: Print Directly

- For Internet Explorer/Chrome User:
1. Right click the exam token page
  2. Select "print"

- For Firefox User:
1. Click the "menu" button on the top right corner of your browser
  2. Select "print"

**UCSI.iis Student Portal** Home Profile Activities Library Calendar LMS ?

• IIS Student Home • My Activities • Exam Token

**UCSI University** Printed 30 Oct 2019

**EXAMINATION TOKEN Semester: 2019-09**

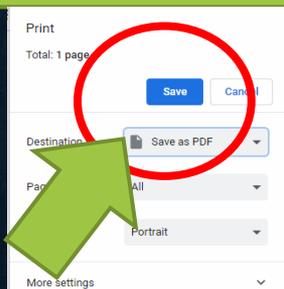
Student No: [Redacted]  
Student: [Redacted]  
School: Department of Psychology  
Programme: Bachelor of Arts (Hons) in Psychology  
Semester: 2019-09  
Fees Owning: [Redacted]

Code	Subject	Exam Schedule	Venue
SE005	***Dropped / No Final Exam***	***Dropped / No Final Exam***	***Dropped / No Final Exam***
SP202	Lifespan Development	2019-11-04 14:00:00	KL Block C - <b>DETSAR</b> - [DETSAR / Examination Hall]
SP204	***Dropped / No Final Exam***	***Dropped / No Final Exam***	***Dropped / No Final Exam***
SP210	***Dropped / No Final Exam***	***Dropped / No Final Exam***	***Dropped / No Final Exam***
WJB301	Hubungan Etnik	2019-11-08 15:00:00	KL Block C - <b>DETSAR</b> - [DETSAR / Examination Hall]

# Option 2: Save as PDF and Print Later

For Chrome User Only:

1. Right click the exam token page
2. Select "print"
3. At the "print" page, "destination" field, select "Save as PDF"



**UCSI.iis Student Portal** Home Profile Activities Library Calendar LMS ?

• IIS Student Home • My Activities • Exam Token

Printed 30 Oct 2019

**UCSI University**  
EXAMINATION TOKEN Semester: 2019-09

**Student No:** [Redacted]  
**Student:** [Redacted]  
**School:** Department of Psychology  
**Programme:** Bachelor of Arts (Hons) in Psychology  
**Semester:** 2019-09  
**Fees Owning:** [Redacted]

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WJB301	Hubungan Etnik	2019-11-08 15:00:00	KL Block C - <b>DETSAR</b> - [DETSAR / Examination Hall]