Langkah-langkah Jika lupa kata laluan

1) klik pada 'lupa kata laluan' **rujuk gambarajah 1**

Welcome to Student Information Management System

Login ID:

Password:

Login

Lupa kata laluan? Klik disini untuk recover password anda.
Click here to recover your password in just a minute...

Tips : Please use StaffID and IC Number (with dash '-') if you are using the system for the first time.

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Gambarah 1

2) Gambarajah 2 akan dipaparkan,masukkan no pekerja & no kad pengenalan (format 999999-99-9999 @ A999999) kemudian klik butang Send verification to My Email now.

Student Information Management System UiTM

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'Do It Yourself' - Recover Password Through Email

Please enter your Staff ID and Identification Card Number

Staff Number : _____ *999999

IC Number : _____ *99999-99-9999 or A999999

*All information must be the same as in (UiTM Portal I-Staf System)

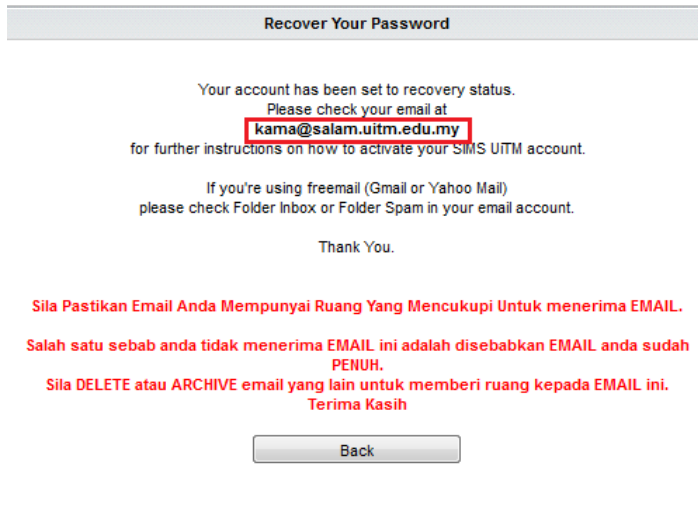Send Verification to My Email Now

Important :

**Please update your email at Kiosk Peribadi in UiTM Portal I-Staf System.
If your information exists in our system record, you will then receive an email with further instructions.**

If you're from Kolej Bersekutu or not registered as UiTM staf please call the number below.
Download the Manual User Guide for your reference here

Gambarajah 2

Email akan dihantar mengikut alamat email yang telah disetkan pada staf portal

Recover Your Password

Your account has been set to recovery status.
Please check your email at
kama@salam.uitm.edu.my
for further instructions on how to activate your SIMS UiTM account.

If you're using freemail (Gmail or Yahoo Mail)
please check Folder Inbox or Folder Spam in your email account.

Thank You.

Sila Pastikan Email Anda Mempunyai Ruang Yang Mencukupi Untuk menerima EMAIL.

Salah satu sebab anda tidak menerima EMAIL ini adalah disebabkan EMAIL anda sudah PENUH.
Sila DELETE atau ARCHIVE email yang lain untuk memberi ruang kepada EMAIL ini.
Terima Kasih

[Back]

Gambarajah 3

3) kemudian buka email , klik link open verification link **(rujuk no 1)**
   masukkan password baru.

   Perlu diingat recovery password akan expired selepas satu hari,(**rujuk no 2 tarikh expired).**
   Jika telah expired ulanggi proses dari mula, klik lupa kata laluan semula

Greetings KAMARUL AZHAR BIN MA'AROF,

You have requested to recover your UiTM Student Information Management System password.
Please follow these instruction :

Please use these criteria for your new password :
    a. Never been use as a password before in SIMS System
    b. Minimum character is 8
    c. at least 1 UPPERCASE character
    d. at least 1 LOWERCASE character
    e. at least 1 Number
    Example of Password : 123456Ali, Siti1234, Susah1007, PeswordKu1

Click this link to update your new password : Open Verification Link   **1**
Or COPY this link to your web browser
http://sims.uitm.edu.my/recover/PROCES_RECOVER_PASSWORD/change_password.cfm?id1=1F06C1CDAEDF&id2=1502C4C5A9D080&i

This link valid until 06/10/2011 15:24:47 only.   **2**

After succesfully updating your password, please login to http://sims.uitm.edu.my/ to use Student Information Management System

Your account is set to Recovery Mode until you set a new password for your account.

Gambarajah 4

4) Password perlu ada combinasi (Huruf besar + huruf kecil + nombor) dan min 8 aksara jika berjaya akan keluar popup ni

Change New Password - Student Information Management System UITM - 206118
Tips : Sila Copy dan Paste Katalaluan anda Untuk Mengelakkan Typing Error

New Password

Password Strength

Capitalization matters. Use 6 to 30 characters and do not use your Identification Card Number or Staff No.

To make your password more secure:- Use letters and numbers– Use special characters (e.g., @)– Mix lower and uppercase.

Type the new password again

Change Password   logout

Please use these criteria for your new password :
a. Never been use as a password before in SIMS System
b. Minimum character is 8
c. at least 1 UPPERCASE character
d. at least 1 LOWERCASE character
e. at least 1 Number
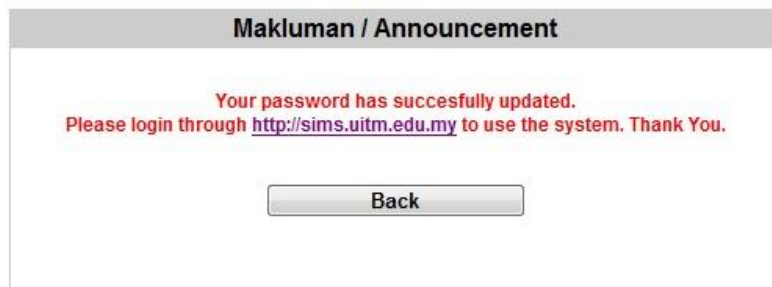Example of Password : 123456Ali, Siti1234, Susah1007, PeswordKu1

* You are advised to perform the following steps: Clear your cache after each session.
To delete your cache/cookies, follow the browser specific steps below:
    1. Internet Explorer: Click 'Tools' -> 'Delete Browsing History'
    2. Mozilla Firefox: Click 'Tools' -> 'Clear Recent History'
    3. Chrome: Click 'Tools' -> 'Clear Browsing Data'

Gambarajah 5

1) klik butang ok rujuk gambarajah 6,kemudian makluman seperti gambarajah 7 akan keluar, menandakan proses menukar password berjaya

Message from webpage

Update your current Password now? Click OK for confirmation.

OK   Cancel

Gambarajah 6

Makluman / Announcement

Your password has succesfully updated.
Please login through http://sims.uitm.edu.my to use the system. Thank You.

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Gambarajah 7