



ISLAMIC UNIVERSITY IN UGANDA

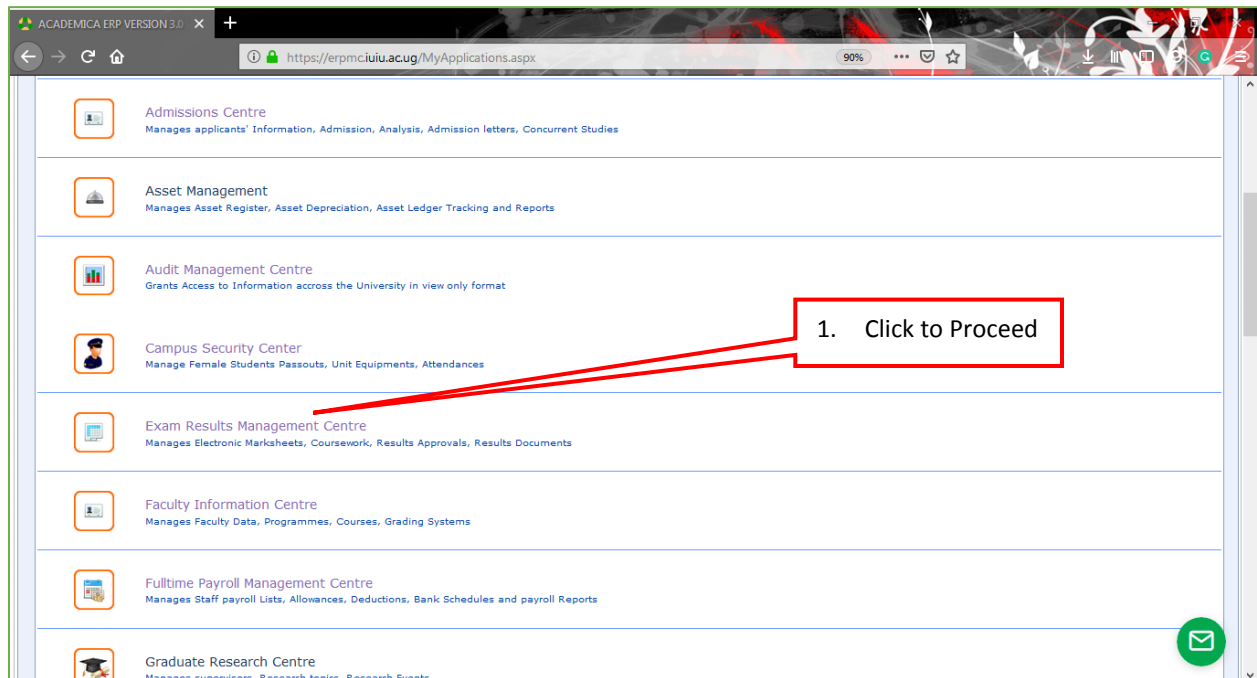
RESULTS RECOVERY USER GUIDE

GETTING STARTED: HOW TO DEAL WITH RESULTS RECOVERY

NOTE: Get access to the main ERP and not the portal through this link

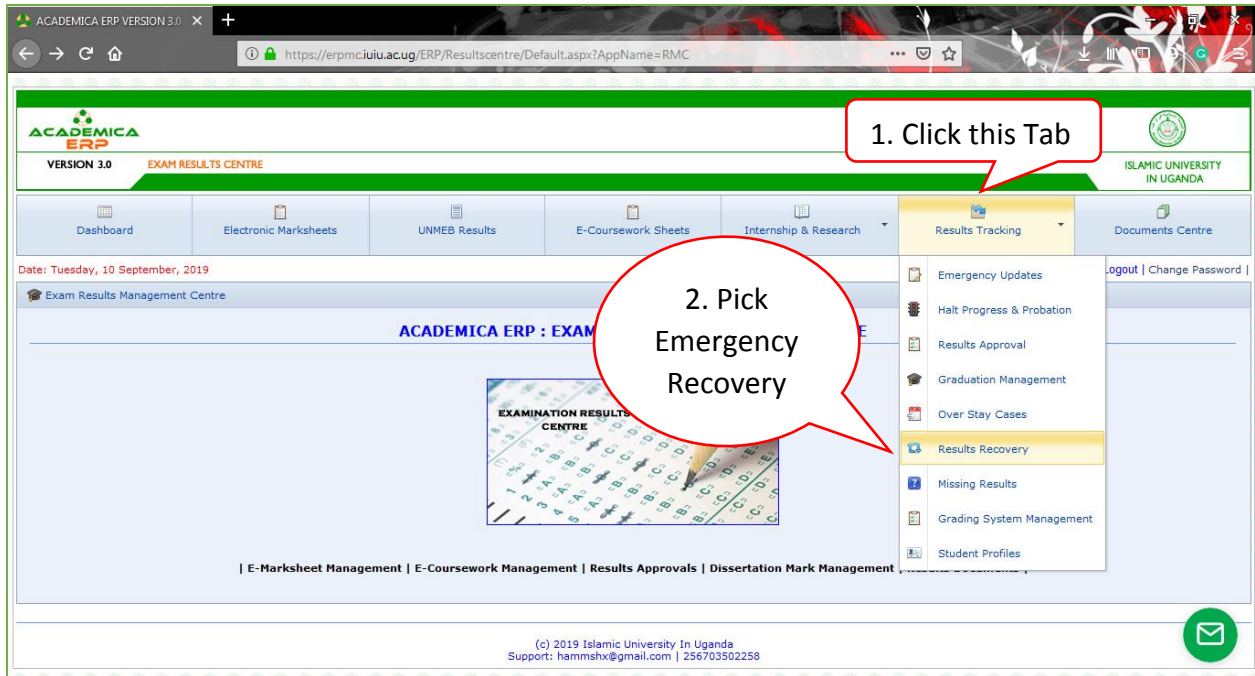
(<https://erpmc.iuiu.ac.ug>) and login successfully through the proper procedure.

1. From the dashboard click on *Exam Results Management Centre*



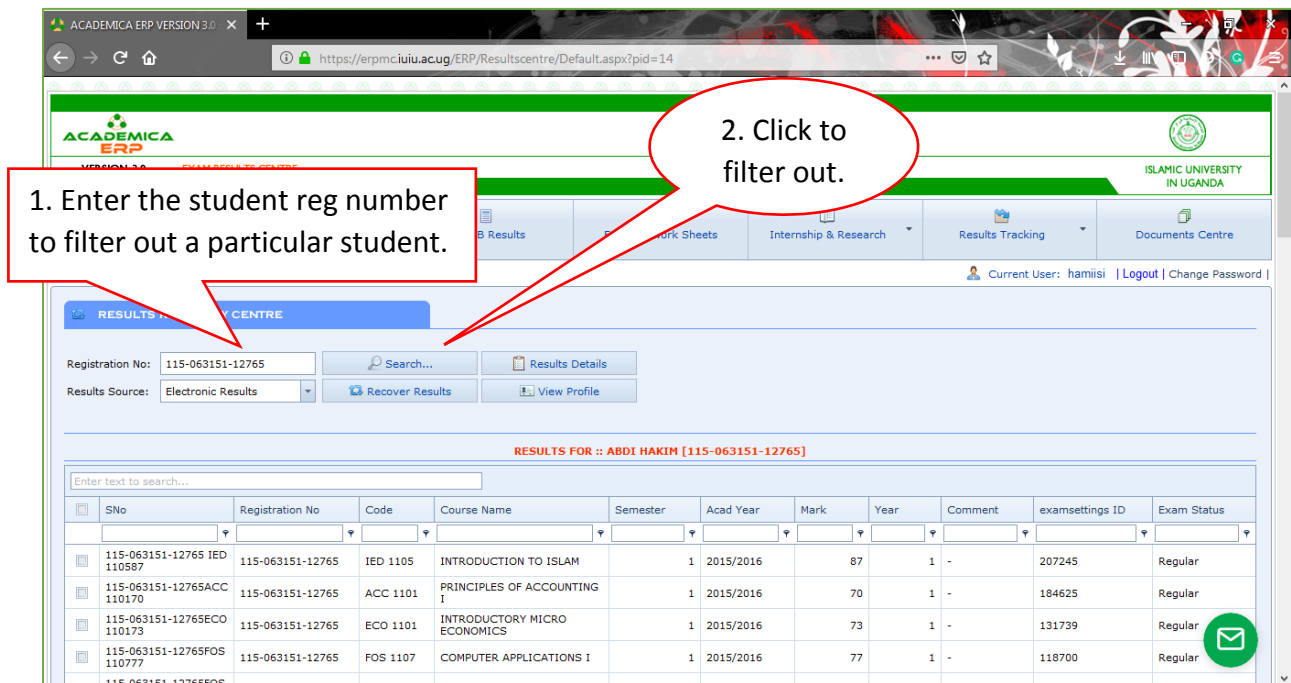
2. Click Results Trucking to unfold a dropdown list.

2.1 Pick Results recovery from the displayed list.



3. Enter the right Student registration number.

3.1 Click **Search** button to filter out a particular student.



3.2 A list of results of a particular student will be displayed in a table containing all results of from different course units.

4. Enter the right course unit name or course code to filter out accordingly.

4.1 Tick to select a particular course unit from the displayed output.

1. Enter to search for example the Course Name

3. Click to Recover Results

2. Tick to select

SNo	Registration No	Code	Course Name	Semester	Acad Year	Mark	Year	Comment	examsettings ID	Exam Status
<input checked="" type="checkbox"/>	115-063151-12765 IED 110587	115-063151-12765 IED 1105	INTRODUCTION TO ISLAM	1	2015/2016	87	1	-	207245	Regular
<input type="checkbox"/>	115-063151-12765FOS 110586	115-063151-12765 FOS 1108	ISLAM AND SCIENCE	1	2015/2016	56	1	-	138687	Regular
<input type="checkbox"/>	115-063151-12765STA 2107	115-063151-12765 STA 2107	PRINCIPLES OF ISLAMIC STATISTICS	1	2016/2017	58	2	-	407040	Regular

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4.2 Click the **Recover Results** button to recover and restore the results per selected course unit.