USER MANUAL: RESEARCH EXPERTISE (Pengisian kepakaran)

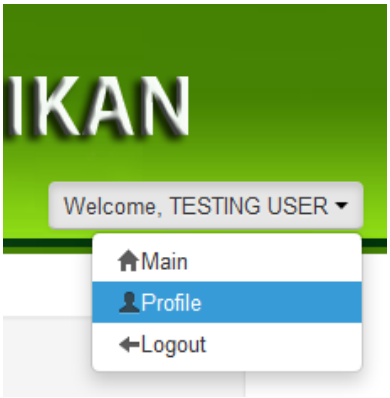
Target user: Researcher

Purpose: To fill in researcher's expertise for Expertise directory

Notes:
Chosen field of expertise by researcher will be verified by PPI before displaying on the directory.

Step 1:
Login to the system www.ppi.ums.edu.my. Username & Password is the same as HRONLINE.

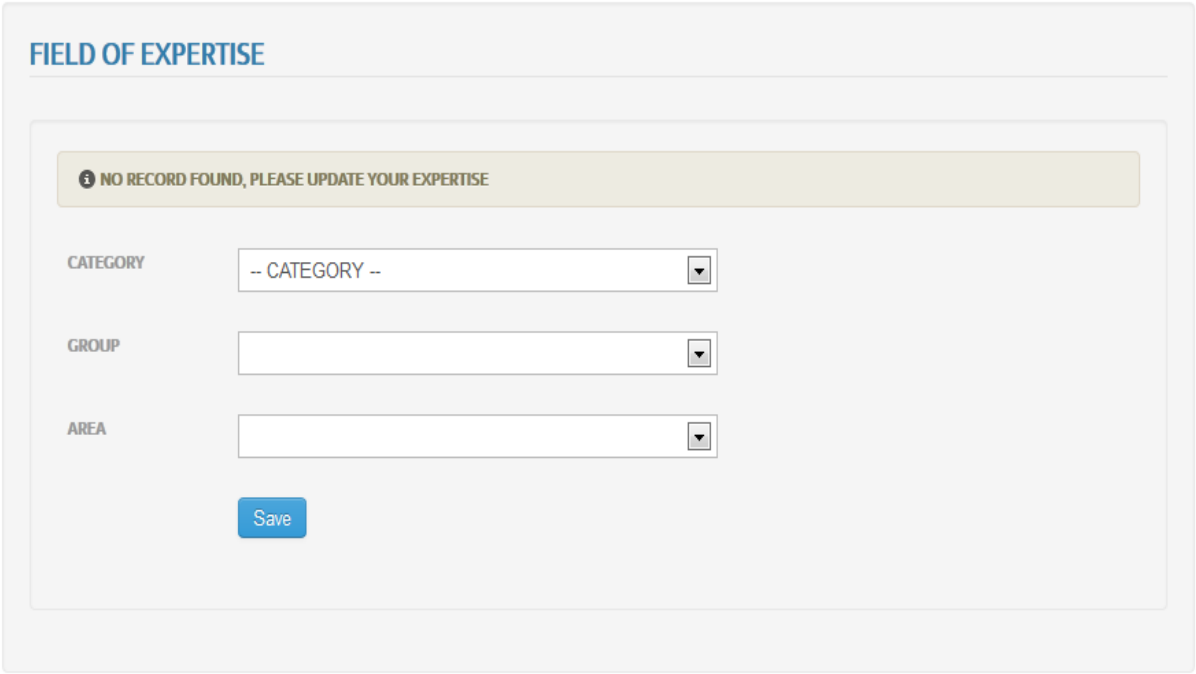
Step 2:
Select Profile



Step 3:
Scroll down & you will see as below:

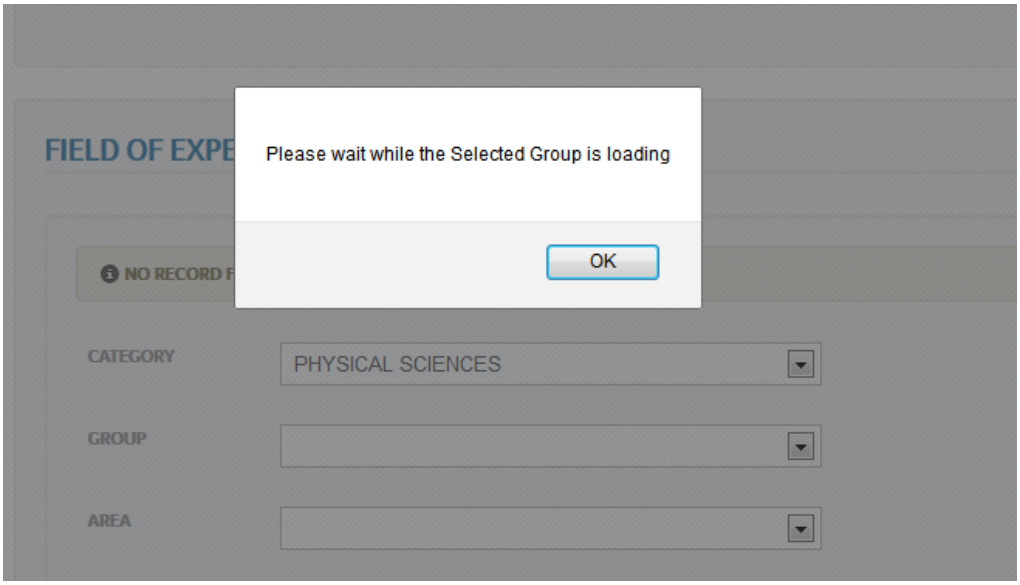
Notes:

- You have to choose **Category** FIRST



Step 4:

After you choose the Category, Please wait while the page is loading then you can select the Group. Same goes for the Area.



Step 5:

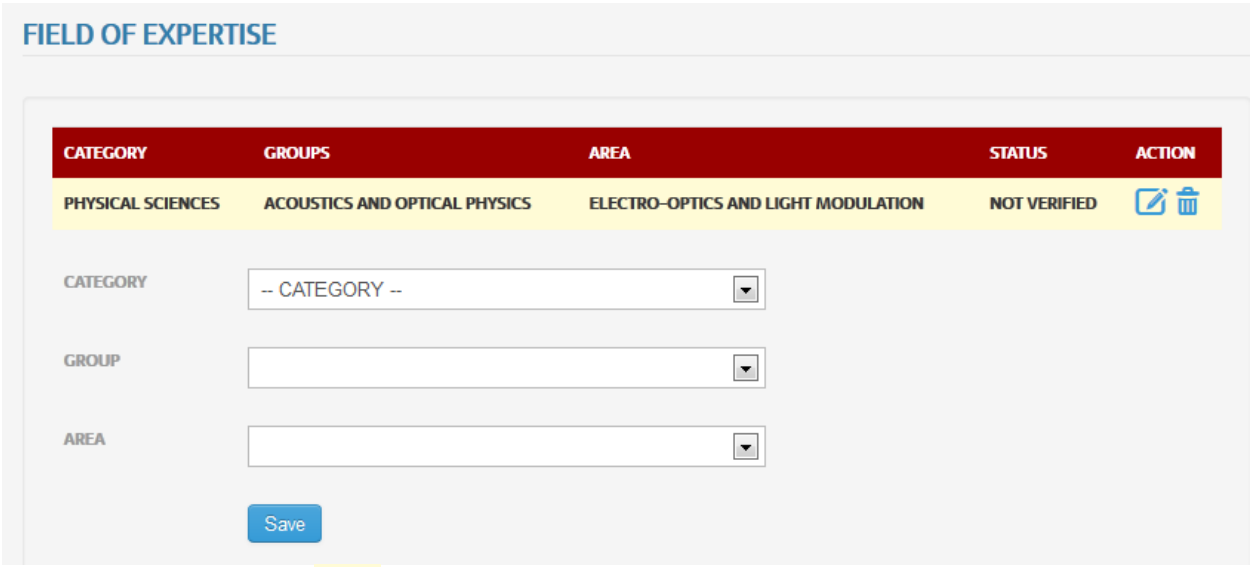
Click

Step 6:

After save, table as below will be shown in your page.

Notes:

Notice the Status ” NOT VERIFIED”, as mention before PPI will have to verified your chosen expertise first.



* To Edit click on this icon after it display data, click the icon back again.

* To Delete click on .