



# ICTO

## Student Information App (SIAPP)



*For Postgraduate Students*

# Student Information App (SIAPP)

Student may access the Student Information App through myUM Portal, <https://myum.um.edu.mo> and select “SIAPP”



SERVICES ICTO KNOWLEDGE BASE SIGN OUT

Service Type Reset Filter

Service Type: **Student**

UMMoodle

SI WEB

SIAPP

Student Job V...

Student Web...

UM@Connect

Whole Person

Check Printin...

Course Catalog

Exchange Sc...

Gender Equity

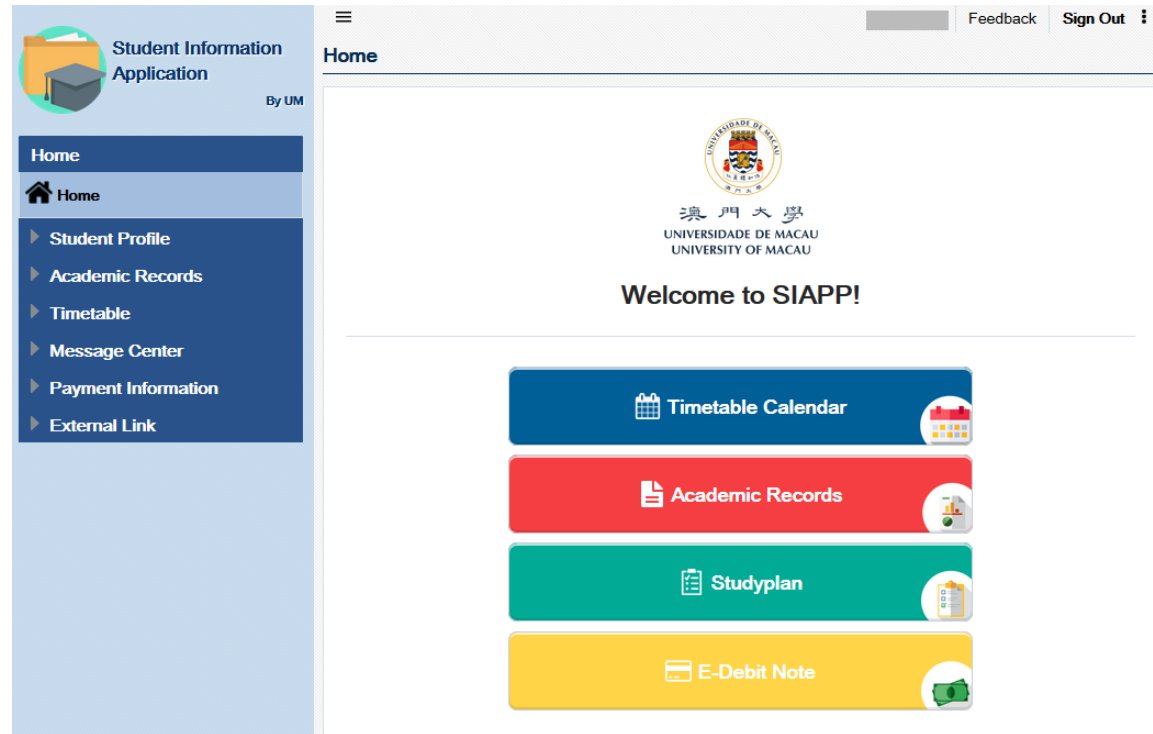
Make an coun...

# Student Information App (SIAPP)

## Introduction

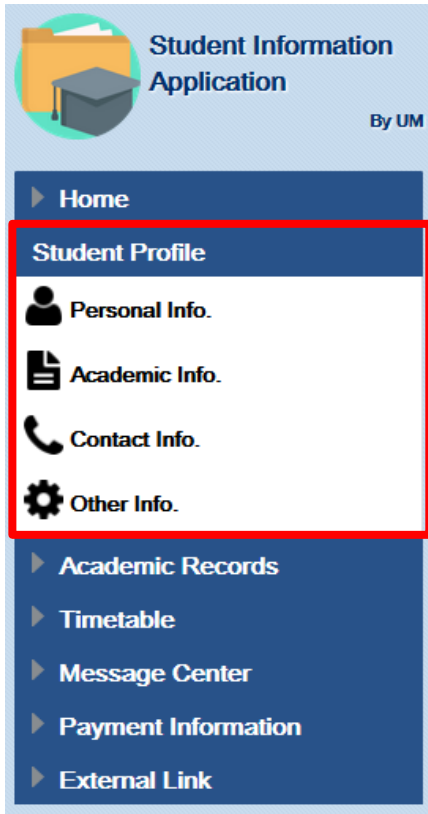
Services include:

- Student Profile
- Academic Records
- Timetable
- Message Center
- Payment Information
- External Link



# Student Information App (SIAPP)

## Student Profile

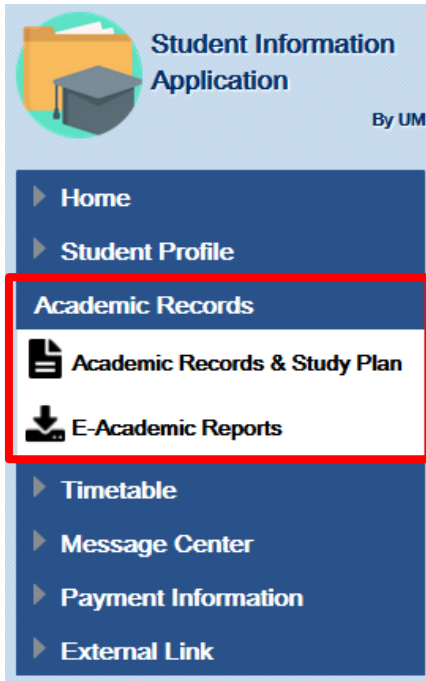


Student may update the below information under Student Profile :

- To change short name(e.g. Mary, Peter)
- To change contact information
- To change emergency contact
- To change SMS mobile number
- To change personal email

# Student Information App (SIAPP)

## Academic Records



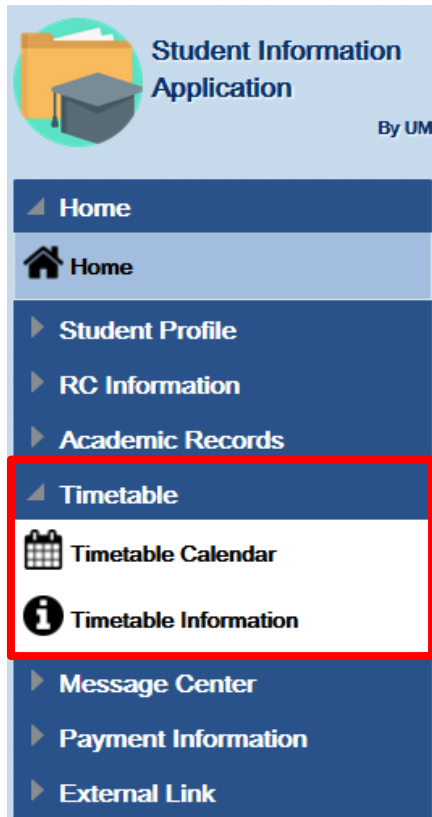
Student may view the following information:

- Academic records of each academic year
- Study Plan
- Download E-Academic Reports

# Student Information App (SIAPP)

## Timetable

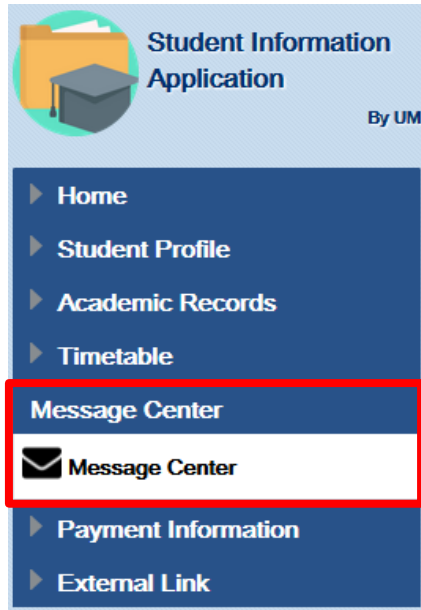
Student may enquiry personal timetable:



	Sun 9/6	Mon 9/7	Tue 9/8	Wed 9/9	Thu 9/10	Fri 9/11	Sat 9/12
4:00 PM							
5:00 PM							
6:00 PM							
7:00 PM		7:00 PM 19:00-22:00, ACCT7010-001 (Lecture) – TBA		7:00 PM 19:00-22:00, MGMT7010-001 (Lecture) – TBA		7:00 PM 19:00-22:00, ISOM7011-001 (Lecture) – TBA	
8:00 PM							
9:00 PM							
10:00 PM							

# Student Information App (SIAPP)

## Message Center



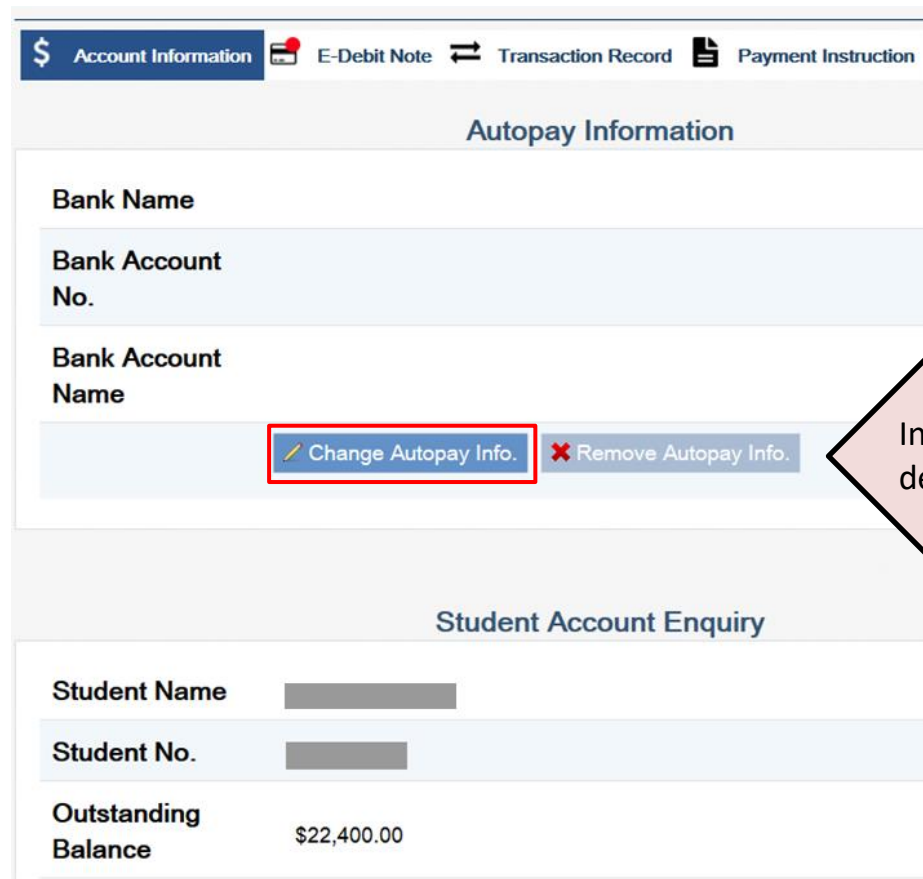
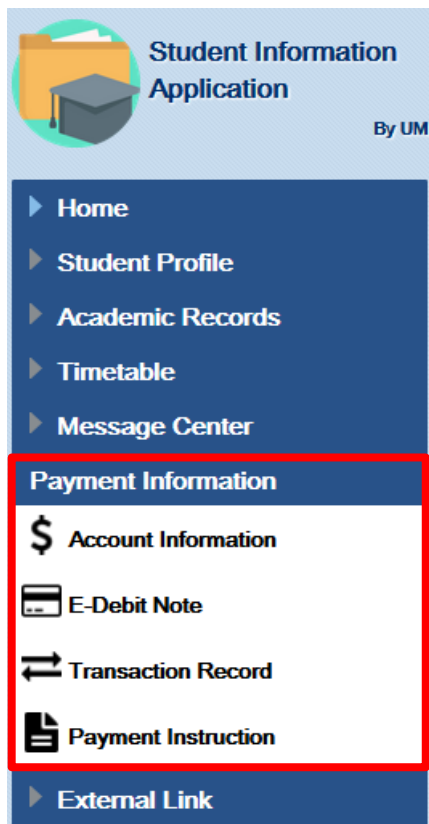
Student may check the **course enrolment period** in Message Center.



# Student Information App (SIAPP)

## Payment Information

Student may change Autopay Info.:



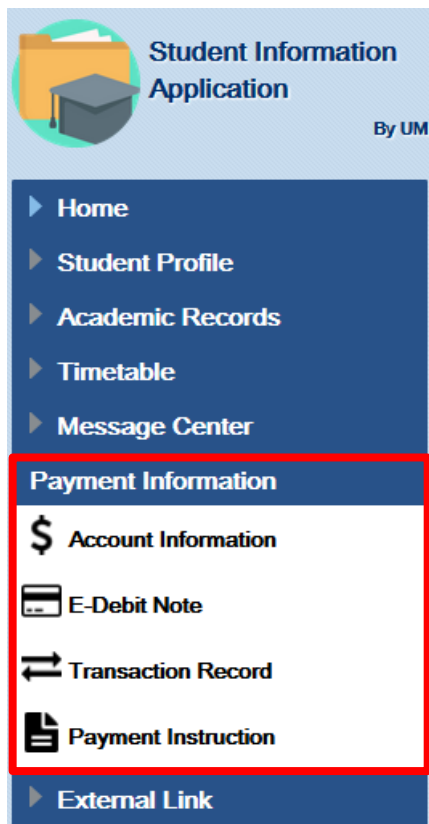
The image shows the 'Autopay Information' screen in the SIAPP. At the top, there is a navigation bar with four tabs: 'Account Information' (selected), 'E-Debit Note', 'Transaction Record', and 'Payment Instruction'. Below the tabs, the title 'Autopay Information' is displayed. The main content area contains three input fields: 'Bank Name', 'Bank Account No.', and 'Bank Account Name'. Below these fields, there are two buttons: 'Change Autopay Info.' (highlighted with a red box) and 'Remove Autopay Info.'. Below the buttons, the title 'Student Account Enquiry' is displayed. The main content area contains three input fields: 'Student Name', 'Student No.', and 'Outstanding Balance'. The 'Outstanding Balance' field shows a value of '\$22,400.00'.

Input your Autopay bank details



# Student Information App (SIAPP)

## Payment Information



After clicking “Change Autopay Info”, please read the “Samples of bank account no.” and “Samples of bank account name” before inputting your bank details.

Student Information Application

### Update Autopay Information

☐ I hereby authorize the Finance Office of UM to process refund / payment / reimbursement to the above stated bank account.

[Next](#) [Cancel](#)

The application will not be processed if applicants fail to fill in any of the mandatory fields as required in the application form.

To make correction or updates of your personal data held by the University, registered students can change the autopay bank information through this on-line application.

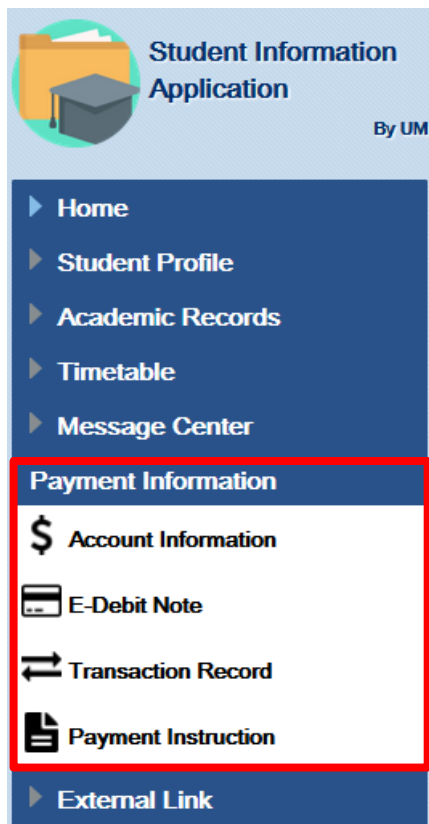
Please input your bank information:

Student ID	<input type="text"/>
Student Name	<input type="text"/>
Bank Name	<input type="text"/>
Bank Account No.	<input type="text"/> <small>Samples of bank account no. Please do not input "." for the Bank Account Number.</small>
Bank Account Name	<input type="text"/> <small>Samples of bank account name</small>

# Student Information App (SIAPP)

## Payment Information

Student may download “E-Debit Note” from the “Payment Information” -> “E-Debit Note” by clicking the “Download” button.



\$ Account Information **E-Debit Note** Transaction Record Payment Instruction

E-Debit Notes

Debit Note Number - Due Date (Status)

● 50071211 - 20/07/2020 (Unsettled)

Debit Note Date (dd/mm/yyyy)	06/07/2020
Debit Note No.	50071211
Due Date (dd/mm/yyyy)	20/07/2020
Amount	\$12,400.00
Status	Unsettled
Last Download Date (dd/mm/yyyy)	

[Download](#)

► ● 50071225 - 16/07/2020 (Partially Settled)

# Student Information App (SIAPP)

## Payment Information

After clicking “Download” button to download a selected E-Debit Note, press print to print out the E-Debit Note.

UM\_EDN.pdf - Adobe Acrobat Reader DC

File Edit View Window Help

Home Tools UM\_EDN.pdf x



澳門大學  
UNIVERSIDADE DE MACAU  
UNIVERSITY OF MACAU

銀行存款單/ Depósito à Ordem / Deposit Slip (Bank copy)		繳費單編號/ N.º de Nota de Débito / Debit Note No. 50071211	
貸方 Para crédito de For the credit of	澳門大學 UNIVERSIDADE DE MACAU UNIVERSITY OF MACAU	付款日期 / Período de Pagamento / Payment Period  07 Jul 2020 - 20 Jul 2020	應繳金額 / Valor / Amount  12,400.00
於20/07/2020後繳費須繳付行政費 Será cobrada uma taxa administrativa sobre pagamentos efectuados depois de 20/07/2020 An administrative charge will be levied for payment after 20/07/2020		逾期繳費到期日 Data limite para pagamento em atraso: Late payment due date: 30 Jul 2020	逾期應繳金額 (含行政費) : Valor total a pagar fora do prazo (incluindo a taxa administrativa): Total amount charge after the payment period (with administrative charge): 12,772.00



澳門大學  
UNIVERSIDADE DE MACAU  
UNIVERSITY OF MACAU

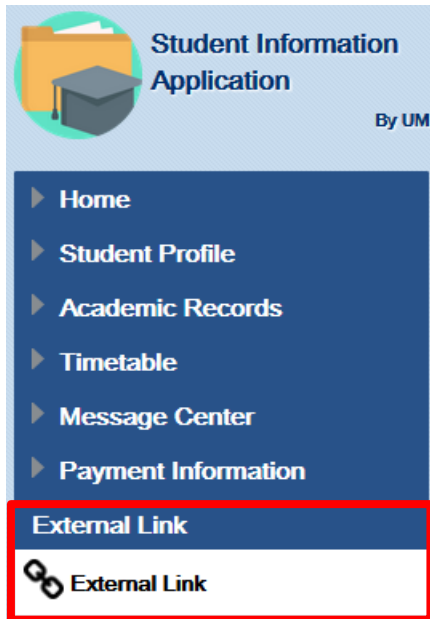
繳費單 / Nota de Débito / Debit Note (UM copy) 繳費單編號/ N.º de Nota de Débito/Debit Note No. 50071211

發出日期 / Data de Emissão / Date Issued 06 Jul 2020

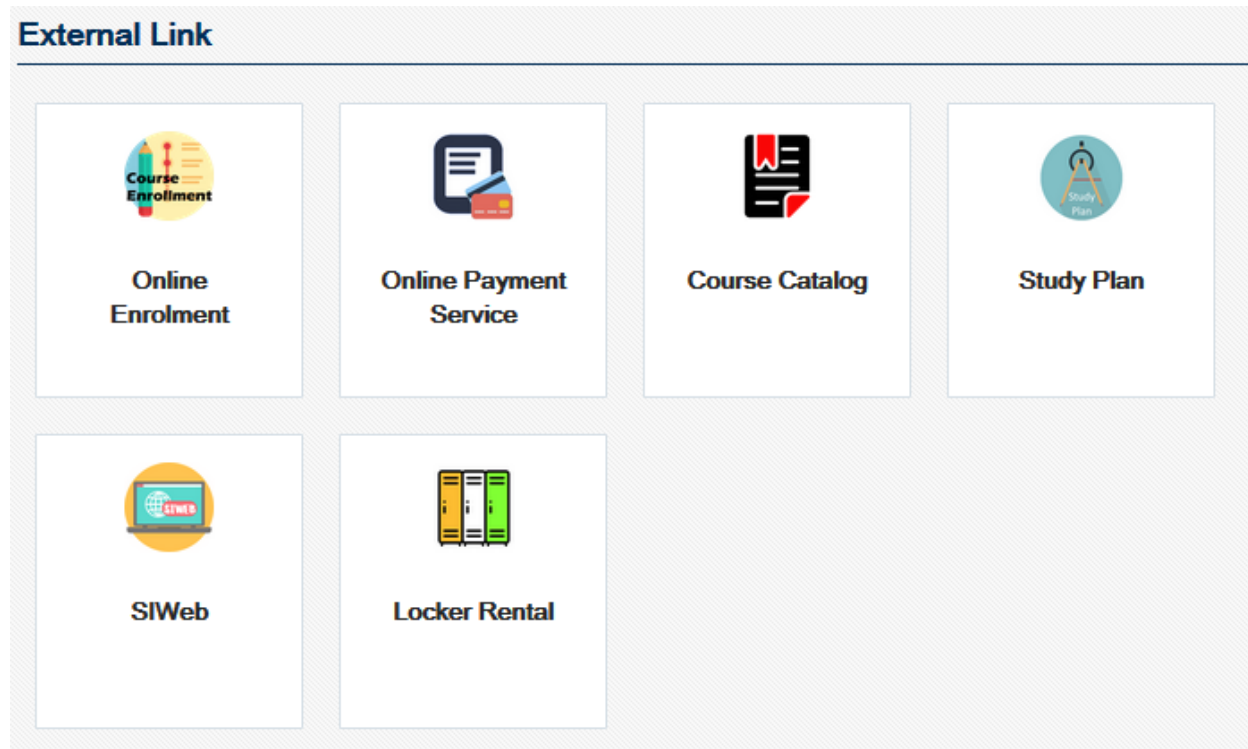


# Student Information App (SIAPP)

## External Link

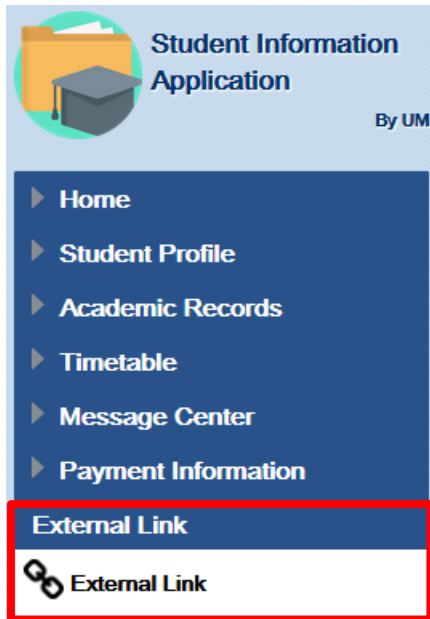


Student may access other student services through External Link.

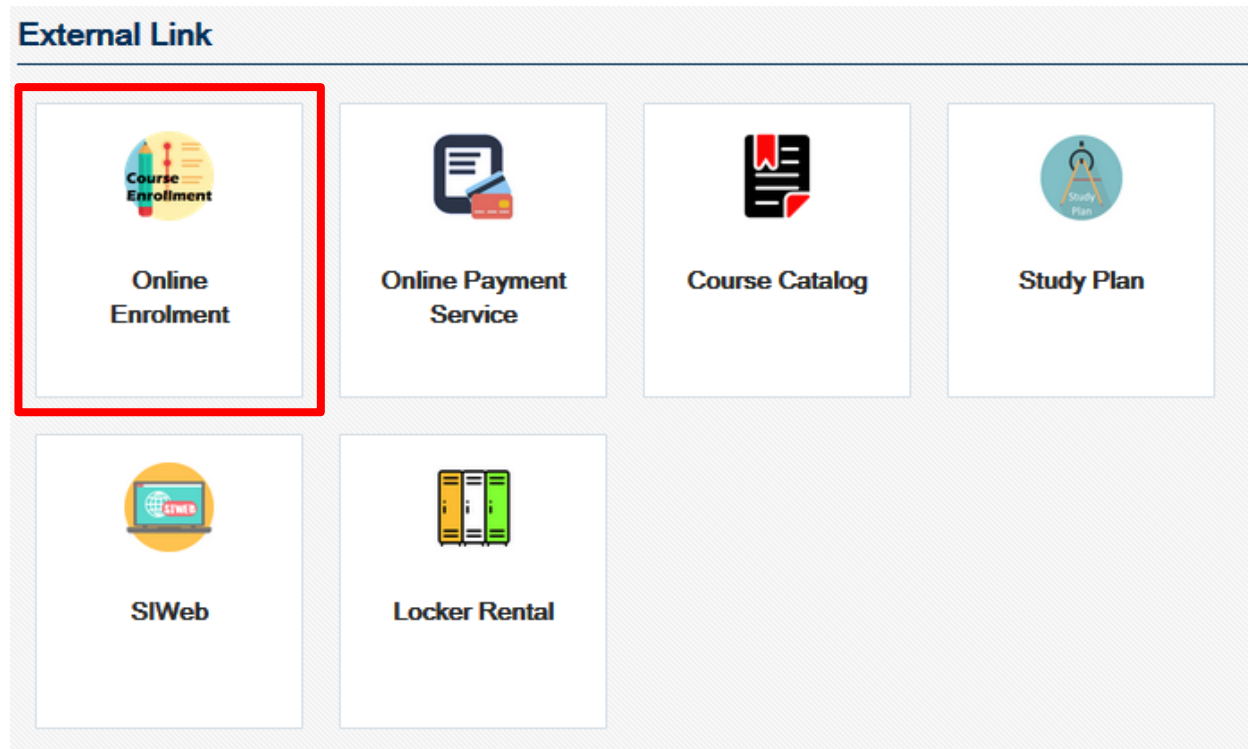


# Student Information App (SIAPP)

## Course Enrolment



Student may select “Online Enrolment” in External Link to perform course enrolment.





# Course Enrolment

During course enrolment period, student may click “Course Enrolment” button to perform course enrolment

- Course Enrolment**
- Personal Info
- Academic Records
- Study Plan
- Course Info
- Class Info
- Timetable
- Read Message
- Student Account Enquiry
- E-Academic Report
- Online Application
- Logout

Student ID:  Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR

Courses Taken

Logout

Course Code	Course Title	Section/ Lab	Status
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	

Add Course

Drop Course

Change Course

Note: Please be reminded to select the laboratory section (lab) by clicking the torch if it is required by the course.

No Course Taken Yet

Enrol Courses

Logout



You may choose “Add Course”, “Drop Course” or “Change Course”.






# Course Enrolment

- Add Course(s):

Student ID:  Year/Semester: 2020/1  
Major: No Major ( ) - FIRST YEAR







Course Code	Course Title	Section/Lab	Status
MGMT7010		001	
		001	
		001	

Course Code	Course Title	Section/Lab	Lecturer	Schedule	Available Quota	Class For
MGMT7010	ORGANIZATIONAL BEHAVIOR	<a href="#">001</a>		• Day 3: 19:00 - 22:00 (TBA)	8	
MGMT7010	ORGANIZATIONAL BEHAVIOR	<a href="#">002</a>		• Day 5: 19:00 - 22:00 (TBA)	9	

[Cancel](#)

To add course, you may type in the course code here;

To search the course information, you may type the Course Code (eg. MGMT7010) and press .

# Course Enrolment










- Add Course(s):

Student ID:  Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR

Courses Taken

Logout

Course Code	Course Title	Section/Lab	Status
MGMT7010		002	
ACCT7010		001	
ISOM7011		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	

Add Course

Drop Course

Change Course

Note: Please be reminded to select the laboratory section (lab) by clicking the torch if it is required by the course.

No Course Taken Yet

After inputting the course codes and corresponding section codes, you may click [Add Course] to continue the enrolment.

Enrol Courses

Logout

# Course Enrolment










- Add Course(s):

Student ID:  Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR

Courses Taken

Logout

Course Code	Course Title	Section/Lab	Status
MGMT7010	ORGANIZATIONAL BEHAVIOR	002 	Time conflict/clash with ISOM7011-001
ACCT7010	ACCOUNTING	001 	
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001 	Time conflict/clash with MGMT7010-002
		001 	
		001 	
		001 	
		001 	
		001 	
		001 	

After you click [Add Course], if there is any unavailable section, a red message will be shown on Status column. Please read the message carefully. To continue enrol, you are required to clear the course code or change to another course / section.

Failed to Add Courses

Add Course Drop Course Change Course

Note: Please be reminded to select the laboratory section (lab) by clicking the torch if it is required by the course.

✖ Error

Failed to Add Courses!

No Course Taken Yet

# Course Enrolment

- Add Course(s):

Student ID:

Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR

Courses Taken

Logout

Course Code	Course Title	Section/Lab	Status
<input type="text"/>	ORGANIZATIONAL BEHAVIOR	<input type="text"/>	Time conflict/clash with ISOM7011-001
ACCT7010	ACCOUNTING	001	
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	Time conflict/clash with MGMT7010-002
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	
<input type="text"/>		001	

Failed to Add Courses!

Add Course

Drop Course

Change Course

Note: Please be reminded to select the laboratory section (lab) by clicking the torch if it is required by the course.

✖ Error

Failed to Add Courses!



No Course Taken Yet








# Course Enrolment

- Add Course(s):

Student ID:  Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR



Course Code	Course Title	Section/Lab	Status
<input type="text"/>		001 	
<input type="text"/>		001 	
<input type="text"/>		001 	
<input type="text"/>		001 	
<input type="text"/>		001 	
<input type="text"/>		001 	
<input type="text"/>		001 	

Add Course

Drop Course

Change Course

Note: Please be reminded to select the laboratory section (lab) by clicking the torch if it is required by the course.

Information

Add course(s) is done successfully!

2 Courses Taken

Course Code	Course Title	Section/Lab	Course Type	Enrol Message
ACCT7010	ACCOUNTING	001	C	
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C	

# Course Enrolment




- Change Course(s):

Student ID:  Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR

Courses Taken

Logout

Course Code	Course Title	Section/Lab	Status
<input type="text"/>		001 	
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>			
<input type="text"/>		001 	
<input type="text"/>		001 	

Add Course

Drop Course

Change Course

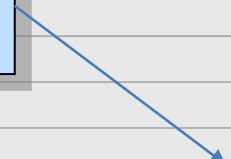
Information

Add course(s) is done successfully!

2 Courses Taken

Course Code	CourseTitle	Section/Lab	Course Type	Enrol Message
ACCT7010	ACCOUNTING	001	C	
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C	

If you want to change your enrolled courses, you may click [Change Course] here.







# Course Enrolment

- Change Course(s):

Student ID:  Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR

<input checked="" type="checkbox"/>	Course - Section/Lab to Drop	Course - Section/Lab to Enrol	Status
<input checked="" type="checkbox"/>	ACCT7010 - 001 ACCOUNTING	MGMT7010 - 001 	
<input type="checkbox"/>	ISOM7011 - 001 MANAGEMENT INFORMATION SYSTEMS	<input type="text"/> - <input type="text"/> 	

Change Course

Add Course

Drop Course

Note: Please be reminded to select the laboratory section (lab) by clicking the torch if it is required by the course.

2 Courses Taken

Course Code	CourseTitle	Section/Lab	Course Type	Enrol Message
ACCT7010	ACCOUNTING	001	C	
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C	



Your enrolled courses will be shown. To change the course, you just check the box before the Course Code and type in the new course code and section which you want to change. Then, click [Change Course].





# Course Enrolment

- Change Course(s):

Student ID:  Year/Semester: 2020/1  
Major: No Major ( ) - FIRST YEAR

Courses Taken Logout

<input type="checkbox"/>	Course - Section/Lab to Drop	Course - Section/Lab to Enrol	Status
<input checked="" type="checkbox"/>	ACCT7010 - 001 ACCOUNTING	MGMT7010 - 001 	
<input type="checkbox"/>	ISOM7011 - 001 MANAGEMENT INFORMATION SYSTEMS	<input type="text"/> - <input type="text"/> 	

Note: Please be reminded to select the lab section required by the course.

**2 Courses Taken**

Course Code	Course Title
ACCT7010	ACCOUNTING
ISOM7011	MANAGEMENT INFORMATION SYSTEMS

Are you sure you want to change the selected course(s)?

Course Code	Course Title	Course Type	Enrol Message
ACCT7010	ACCOUNTING		
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C

In the confirmation box, press [OK] to change the course(s).

# Course Enrolment

- Change Course(s):

Student ID:  Year/Semester: 2020/1  
Major: No Major ( ) - FIRST YEAR



<input checked="" type="checkbox"/>	Course - Section/Lab to Drop	Course - Section/Lab to Enrol	Status
<input type="checkbox"/>	ISOM7011 - 001 MANAGEMENT INFORMATION SYSTEMS		
<input type="checkbox"/>	MGMT7010 - 001 ORGANIZATIONAL BEHAVIOR		
			Drop Course

After clicking [Change Course], if all course(s) can be enrolled successfully, the message "Change course(s) is done successfully!" will be shown.

Note: Please be reminded to select the laboratory section (

## Information

Change course(s) is done successfully!

## 2 Courses Taken



Course Code	CourseTitle	Section/Lab	Course Type	Enrol Message
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C	
MGMT7010	ORGANIZATIONAL BEHAVIOR	001	C	

# Course Enrolment

- Drop Course(s):

Student ID:  Year/Semester: 2020/1  
Major: No Major ( ) - FIRST YEAR



<input checked="" type="checkbox"/>	Course - Section/Lab to Drop	Course - Section/Lab to Enrol	Status
<input type="checkbox"/>	ISOM7011 - 001 MANAGEMENT INFORMATION SYSTEMS	<input type="text"/> - <input type="text"/> 	
<input type="checkbox"/>	MGMT7010 - 001 ORGANIZATIONAL BEHAVIOR	<input type="text"/> - <input type="text"/> 	
<div>Change Course Add Course <b>Drop Course</b></div>			

Note: Please be reminded to select the laboratory section (lab) by clicking the torch if it is required by the course.

Information  
Ch

If you want to drop your enrolled course(s),  
you may click [Drop Course] here.



## 2 Courses Taken

Course Code	CourseTitle	Section/Lab	Course Type	Enrol Message
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C	
MGMT7010	ORGANIZATIONAL BEHAVIOR	001	C	

# Course Enrolment

- Drop Course(s):

Student ID:  Year/Semester: 2020/1  
Major: No Major ( ) - FIRST YEAR

   
Courses Taken Logout

<input checked="" type="checkbox"/>	Course Code	Course Title	Section/Lab	Status
<input type="checkbox"/>	ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	
<input checked="" type="checkbox"/>	MGMT7010	ORGANIZATIONAL BEHAVIOR	001	

**Drop Course** Add Course Change Course

**2 Courses Taken**



Course Code	Course Title	Section/Lab	Course Type	Enrol Message
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C	
MGMT7010	ORGANIZATIONAL BEHAVIOR	001	C	

Then, your enrolled courses will be shown. To drop the course, you just check the box before the Course Code and then click [Drop Course].

# Course Enrolment

- Drop Course(s):

Student ID:  Year/Semester: 2020/1  
Major: No Major ( ) - FIRST YEAR

<input checked="" type="checkbox"/>	Course Code	Course Title	Section/Lab	Status
<input type="checkbox"/>	ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	
<input checked="" type="checkbox"/>	MGMT7010	ORGANIZATIONAL BEHAVIOR	001	

**Drop Course** Add Course Change Course



**2 Courses Taken**

Course Code	Course Title
ISOM7011	MANAGEMENT INFORMATION SYST
MGMT7010	ORGANIZATIONAL BEHAVIOR

Are you sure you want to drop the selected courses?

**OK** Cancel

Course Type	Enrol Message
C	
C	



In the confirmation box, press [OK] to drop the course(s).

# Course Enrolment

- Drop Course(s):

Student ID:  Year/Semester: 2020/1

Major: No Major ( ) - FIRST YEAR

<input checked="" type="checkbox"/>	Course Code	Course Title	Section/Lab	Status
<input type="checkbox"/>	ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	
			<a href="#">Drop Course</a>	<a href="#">Add Course</a> <a href="#">Change Course</a>

**1 Course Taken**

Course Code	CourseTitle	Section/Lab	Course Type	Enrol Message
ISOM7011	MANAGEMENT INFORMATION SYSTEMS	001	C	

Please check number of course(s) you have taken.

# Contact Information

Should you have any queries about the operation of Student Information App (SIAPP) and course enrolment, please contact ICTO-IMS.

- Office : Room 2012, 2/F, Administration building N6
- Tel : 8822 8500
- E-mail : [icto.ims@um.edu.mo](mailto:icto.ims@um.edu.mo)