

UNIVERSITY OF MINES AND TECHNOLOGY

FRSHMEN ORIENTATION

ICT UNIT

16th January, 2023.



OUTLINE

- How to access the student portal
- Online course registration
- Lecturer's Assessment / Course Evaluation
- Activation of the student's e-mail address
- Virtual Learning Environment



STUDENT PORTAL

Step 1: Launch any Web Browser.

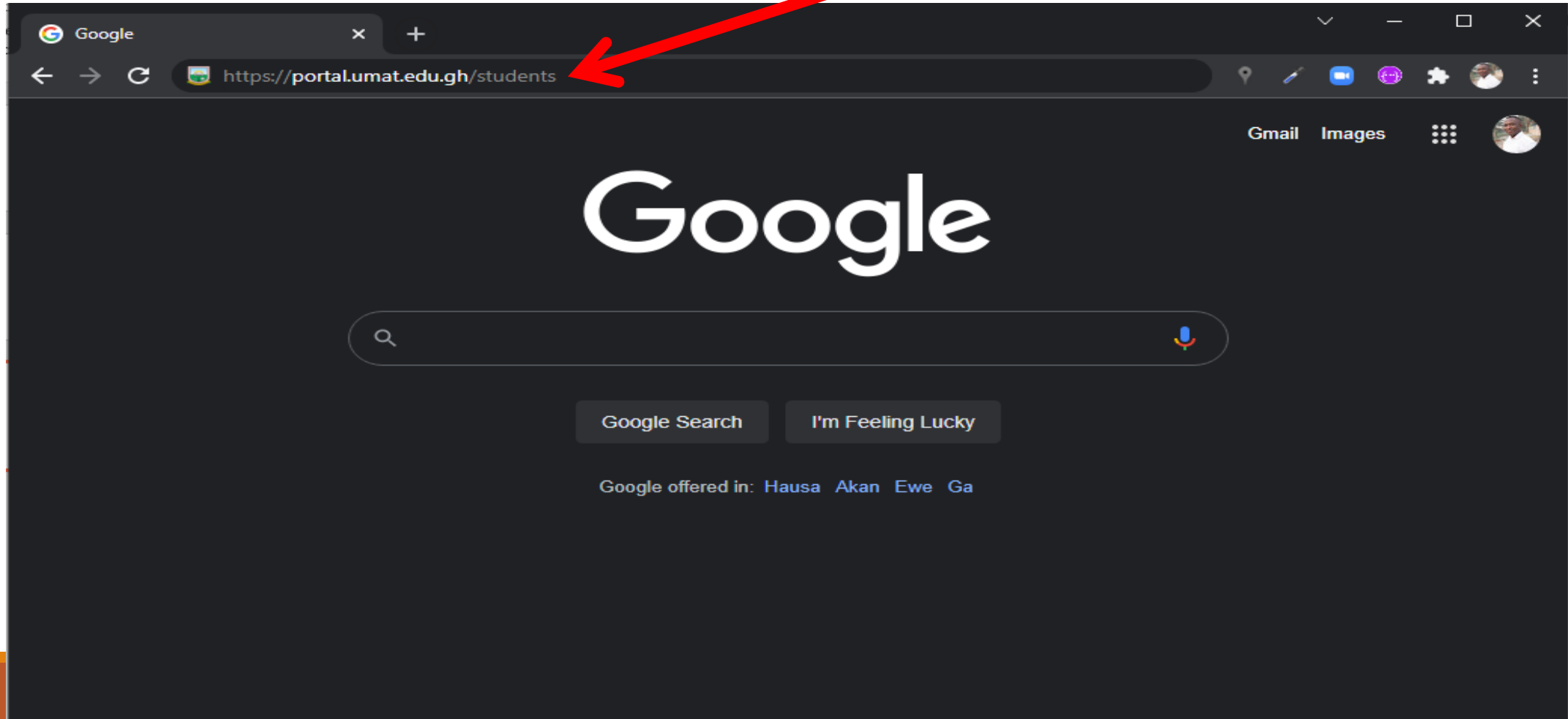
Examples include:

- Google Chrome
- Internet Explorer
- Mozilla Firefox
- Safari
- Opera
- Microsoft Edge

Step 2: Type

<https://portal.umat.edu.gh/students>

into the Address bar. Press Enter





Step 3: Use your Reference Number as both your Username and Password

Sign In

Provide valid **Username/Email/Student ID** and **Password** to continue.

Username *

 ✓

Password *

 ✓

[Forgot Password](#) [Sign In](#)



Step 4: Click on Registration from the Dashboard or the Side Menu.

The screenshot displays the UMaT SPORtal interface. On the left is a dark sidebar menu with the following items: Dashboard, Profile, STUDENTS (Registration, Check Results, Payment, Survey), CLASS (Class), and SUPPORT (Help Desk). A red arrow points from the 'Registration' item in the sidebar to the 'Registration Semester Course' tile on the dashboard. The dashboard itself features a top navigation bar with a search icon, a flag, the user name 'Hi, EPHRAIM, Bernard', and a profile icon. Below this is a 'Dashboard' header with an 'Actions' dropdown. The main content area contains several promotional banners and tiles. The 'Registration Semester Course' tile is highlighted with a red arrow. Other tiles include 'Check Result', 'Payments Fees & Others', and 'Survey Lecturer Assessment'. The footer contains the copyright notice '2022 © UMaT' and links for 'About', 'Team', and 'Contact'.

Step 5: Click on **Regular Registration**.



The screenshot shows a horizontal menu with three items:

- Regular Registration**: Indicated by a blue double-down arrow icon. A red arrow points to this option.
- Resit**: Indicated by a red double-left arrow icon. Subtext: Regular | Special.
- Print Registration**: Indicated by a blue printer icon.



Step 6: Click on the register button against each Course to register.








✓ Regular Course Registration

 Print



Message: Registration is Ongoing



<input type="checkbox"/>	COURSE	STATUS	COURSE TUTOR	ACTIONS
<input type="checkbox"/>	Literature in English I MA 251, Credit: 1	Unregistered	 MILLS ABBEY, Elizabeth Konadu (Mrs)	Register
<input type="checkbox"/>	Calculus of Several Variables MA 271, Credit: 3	Unregistered	 BUAH, Masha A (Miss)	Register
<input type="checkbox"/>	Real Analysis MA 273, Credit: 3	Unregistered	 ZIGLI, David Delali (Mr)	Register
<input type="checkbox"/>	Numerical Methods MA 275, Credit: 3	Unregistered	 WIAH, Eric Neebo (Dr)	Register
<input type="checkbox"/>	Probability Theory MA 277, Credit: 3	Unregistered	 NYARKO, Christiana Cynthia (Dr)	Register
<input type="checkbox"/>	Basic Physical Chemistry MA 279, Credit: 3	Unregistered	 CHIREBOAH-ANSAH, Hamdiya (Mrs)	Register
<input type="checkbox"/>	Linear Algebra II MA 281, Credit: 2	Unregistered	 KOASIBA, Belinda Ettih (Miss)	Register



Note: All unregistered courses will have a status of **Unregistered**, and Registered courses will have a status of **Registered**.

REGISTERED AND UNREGISTERED COURSES










✓ Regular Course Registration

Print




Message: Registration is Ongoing



<input type="checkbox"/>	COURSE	STATUS	COURSE TUTOR	ACTIONS
<input checked="" type="checkbox"/>	Literature in English I MA 251, Credit: 1	Registered	 MILLS ABBEY, Elizabeth Konadu (Mrs)	Unregister
<input checked="" type="checkbox"/>	Calculus of Several Variables MA 271, Credit: 3	Registered	 BUAH, Masha A (Miss)	Unregister
<input checked="" type="checkbox"/>	Real Analysis MA 273, Credit: 3	Registered	 ZIGLI, David Delali (Mr)	Unregister
<input type="checkbox"/>	Numerical Methods MA 275, Credit: 3	Unregistered	 WIAH, Eric Neebo (Dr)	Register
<input type="checkbox"/>	Probability Theory MA 277, Credit: 3	Unregistered	 NYARKO, Christiana Cynthia (Dr)	Register
<input type="checkbox"/>	Basic Physical Chemistry MA 279, Credit: 3	Unregistered	 CHIREBOAH-ANSAH, Hamdiya (Mrs)	Register
<input type="checkbox"/>	Linear Algebra II MA 281, Credit: 2	Unregistered	 KOASIBA, Belinda Ettih (Miss)	Register

Step 7:
Click on **Print**. A print preview will show, make sure you have all the details correct, and your Image on the preview form.

University of Mines and Technology
 Faculty of Engineering
 P. O. Box 237, Tarkwa, Ghana, West Africa
 Tel.: +233 362 2203 / 203 24 Fax: +233 362 20306



Registration Form

Mathematics/Main Campus - Tarkwa

WORTEY , Daniel Tetley (Mr)

Student Number: 9012233621

Index Number: FOE.41.007.025.2
1

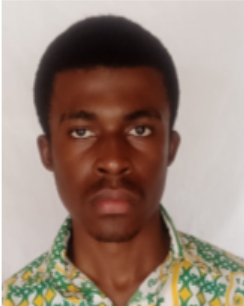
Academic Year: 2022/2023

Student Year: Two

Semester: One

Primary Phone No.: 0201601712

Registration Date: Monday, January 16, 2023



Course Code	Course Name	Credit	Status	Course Instructor
Normal Registration (R)				
MA 281	Linear Algebra II	2	Regular	KOASIBA, Belinda Ettih (Miss)
MA 279	Basic Physical Chemistry	3	Regular	CHIREBOAH-ANSAH, Hamdiya (Mrs)
MA 277	Probability Theory	3	Regular	NYARKO, Christiana Cynthia (Dr)
MA 275	Numerical Methods	3	Regular	WIAH, Eric Neebo (Dr)
MA 251	Literature in English I	1	Regular	MILLS ABBEY, Elizabeth Konadu (Mrs)
MA 271	Calculus of Several Variables	3	Regular	BUAH, Masha A (Miss)
MA 273	Real Analysis	3	Regular	ZIGLI, David Delali (Mr)

Credit Registered: 18

Final Step: Click on Export -> pdf



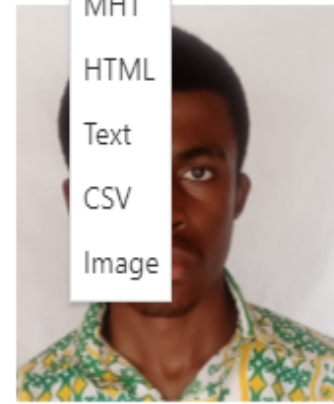
Navigation bar: 1 of 1, 116%, PDF, XLS, XLSX, RTF, DOCX, MHT, HTML, Text, CSV, Image

University of Mines and Technology
Faculty of Engineering
P. O. Box 237, Tarkwa, Ghana, West Africa
Tel.: +233 362 2203 / 203 24 Fax: +233 362 20306

Mathematics/Main Campus - Tarkwa
WORTEY , Daniel Tettey (Mr)

Student Number: 9012233621 Primary Phone No.: 0201601712
Index Number: FOE.41.007.025.2 Registration Date: Monday, January 16, 2023
1
Academic Year: 2022/2023
Student Year: Two
Semester: One

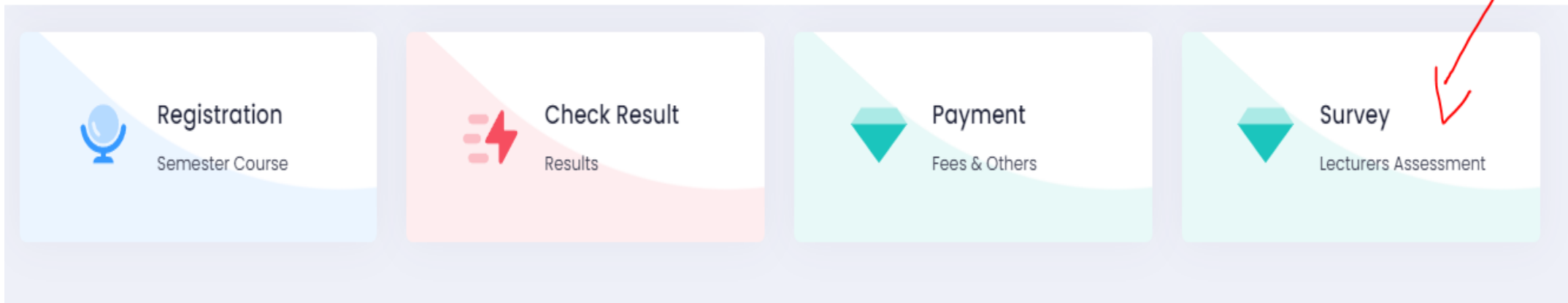
Course Code	Course Name	Credit	Status	Course Instructor
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Lecturer's Assessment/ Course Evaluation

Step 1: From the dashboard, Click on Survey



Step2: Click on the Course you would like to Assess



Lecturers Assessment



Linear Algebra II (MA 281)
KOASIBA, Belinda Ettih (Miss)

0%



Basic Physical Chemistry (MA 279)
CHIREBOAH-ANSAH, Hamdiya (Mrs)

0%



Probability Theory (MA 277)
NYARKO, Christiana Cynthia (Dr)

0%



Numerical Methods (MA 275)
WIAH, Eric Neebo (Dr)

0%



Literature in English I (MA 251)
MILLS ABBEY, Elizabeth Konadu (Mrs)

0%



Calculus of Several Variables (MA 271)
BUAH, Masha A (Miss)

0%



Real Analysis (MA 273)
ZIGLI, David Delali (Mr)

0%

Final step: Under each question choose your choice and click on save & continue



Linear Algebra II (MA 281) 
KOASIBA, Belinda Ettih (Miss)

Save & Continue

A. COURSE PRESENTATION

Q1. Clearly states the course objectives and course contents

- Very Poor
- Poor
- Average
- Good
- V. Good

Q2. Covers course content with a schedule

- Very Poor
- Poor
- Average
- Good
- V. Good

HOW TO ACTIVATE YOUR STUDENT EMAIL ADDRESS.



Department Code: Geomatic Engineering (**gm**)

First Name: **TIMOTHY**

Other Name(s): **MANASSEH**

Surname: **ARTHUR**

Reference Number: **9001437120**

Email ID: **gm-tmarthur7120@st.umat.edu.gh**

Password: **arthur7120**

URL: <https://mail.google.com/>

HOW GENERATE YOUR VLE LOGIN CREDENTIALS



Department Code: Geomatic Engineering (**gm**)

First Name: **TIMOTHY**

Other Name(s): **MANASSEH**

Surname: **ARTHUR**

Reference Number: **9001437120**

Username: Reference Number (**9001437120**)

Password: **arthur7120**

URL: <https://vle.umat.edu.gh>



Thank you

