



**KEMENTERIAN PENDIDIKAN TINGGI
JABATAN PENDIDIKAN POLITEKNIK DAN KOLEJ KOMUNITI**

User Activation

User Manual for System Users

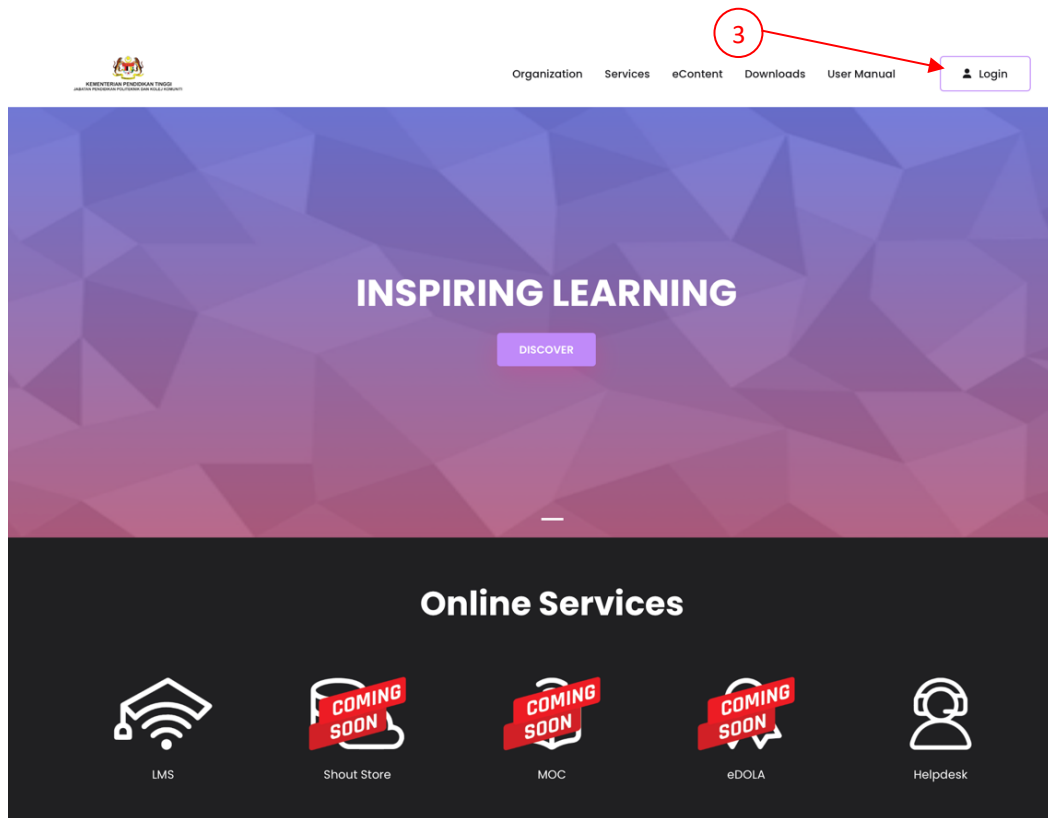
25 January 2023

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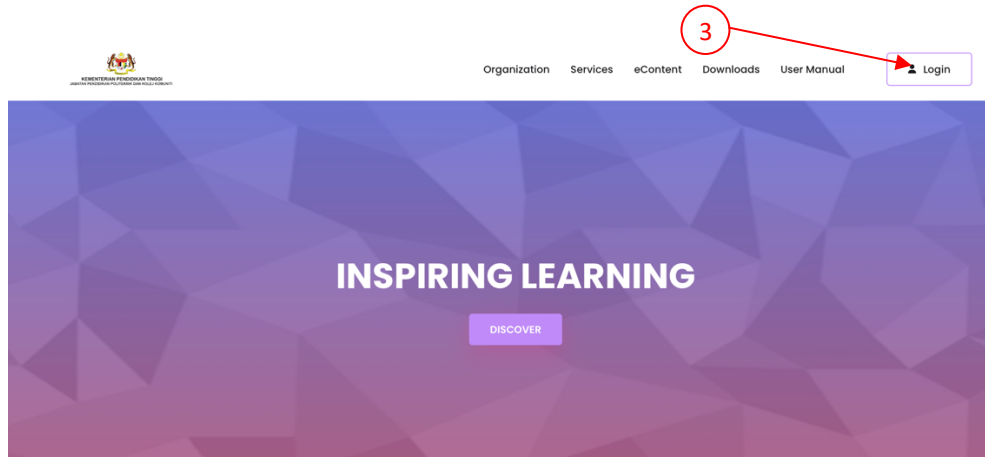
1. ACCESSING THE CIDOS PORTAL

1. Open a browser, e.g.: Mozilla Firefox, Chrome or Safari.
2. Enter the CIDOS Portal URL <http://polycc.cidos.edu.my/> to access the Portal.

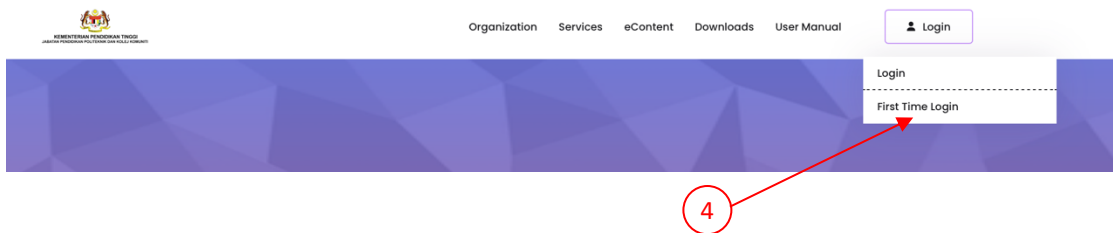


2. FIRST TIME LOGIN

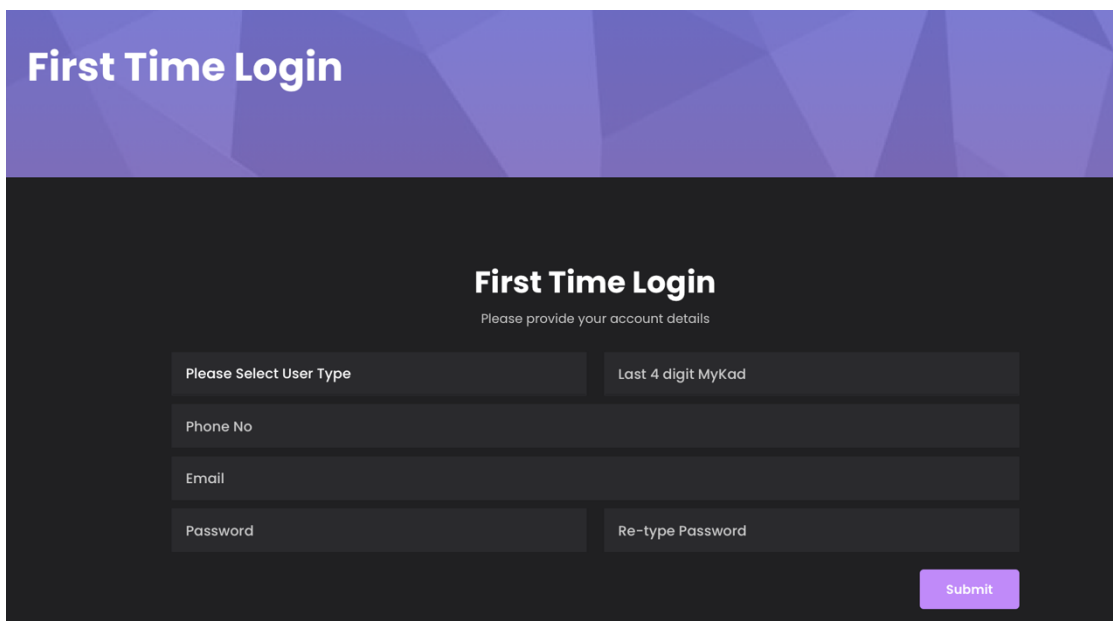
1. Open a browser, e.g.: Mozilla Firefox, Chrome or Safari.
2. Enter the CIDOS Portal URL <http://polycc.cidos.edu.my/> to access the Portal.



3. Click on the User icon.
4. Choose "First Time Login".



5. Fill in the information requested. Please enter a valid email address as it will be used for account activation purposes. You also need to create a new password.



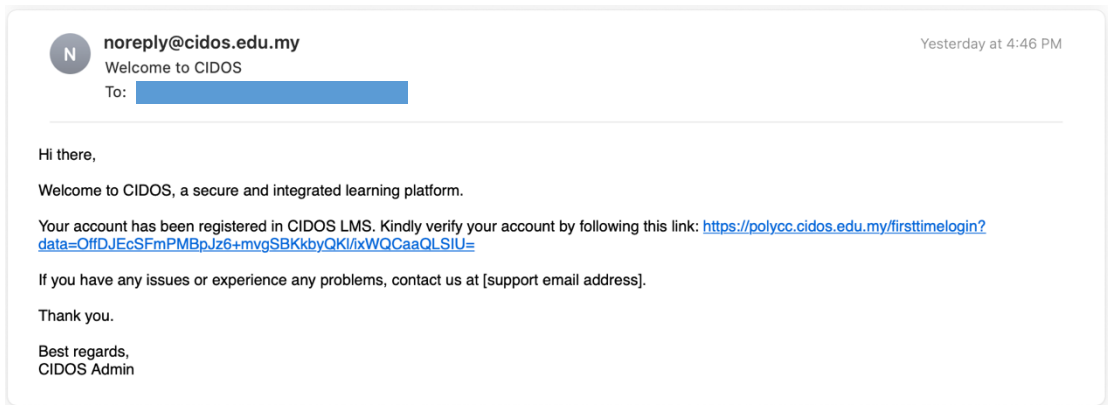
First Time Login

Please provide your account details

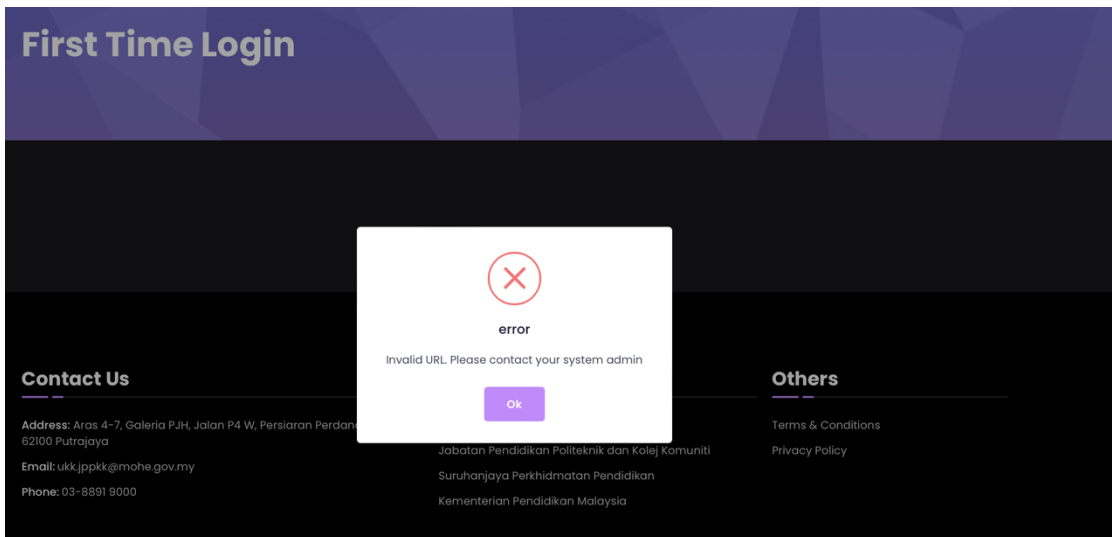
Please Select User Type	Last 4 digit MyKad
Phone No	
Email	
Password	Re-type Password

Submit

- You will receive a Welcome Email from CIDOS. Please click on the link to activate your account.

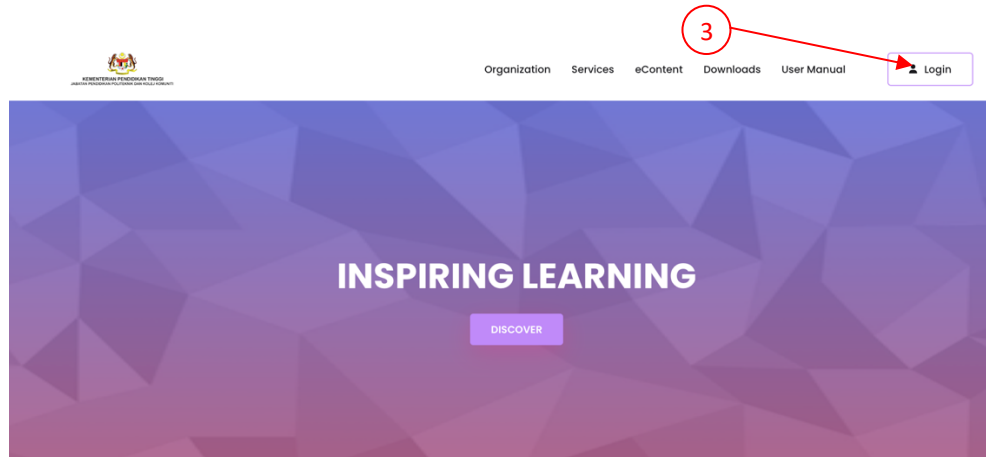


- Your account will be successfully activated.
- If you receive this error message, please contact your System Administrator.

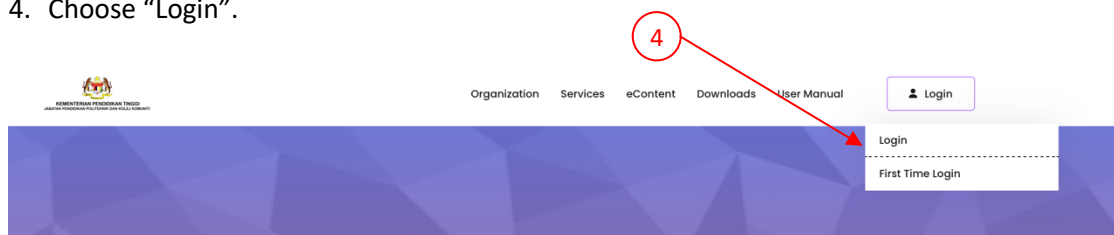


3. LOGIN TO CIDOS PORTAL

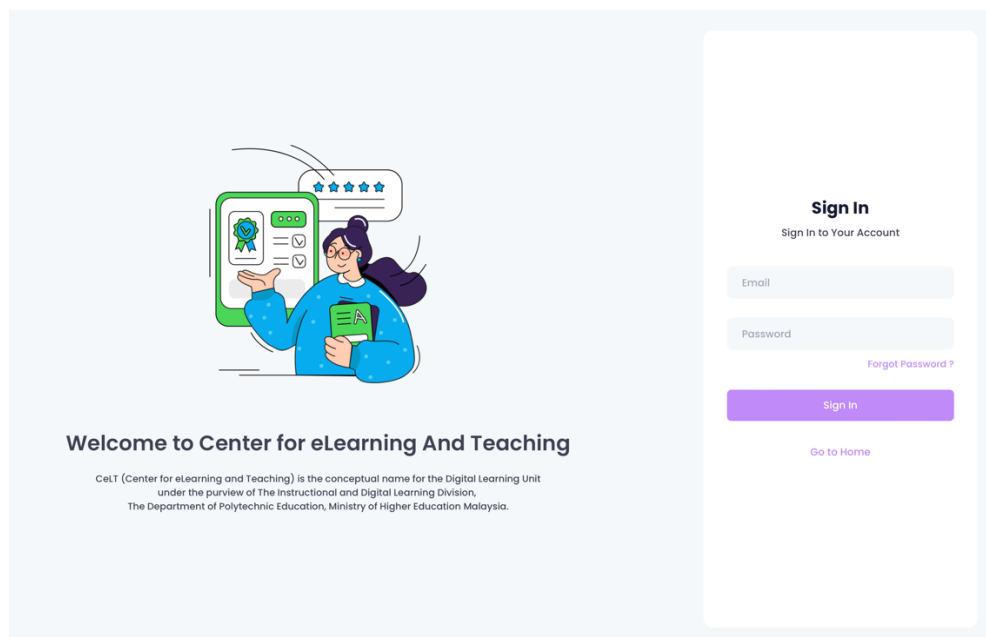
1. Open a browser, e.g.: Mozilla Firefox, Chrome or Safari.
2. Enter the CIDOS Portal URL <http://polycc.cidos.edu.my/> to access the Portal.



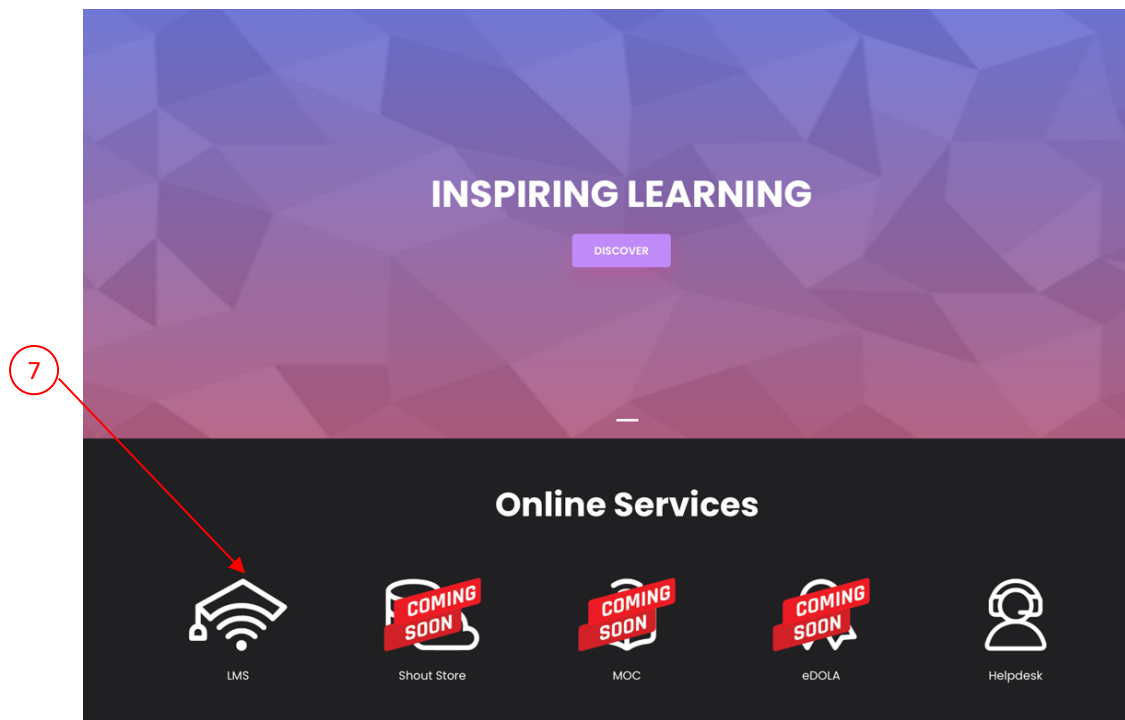
3. Click on the User icon.
4. Choose "Login".



5. Key-in your username and password and click "Sign In".



6. You will be brought to CIDOS Portal Homepage once you are logged-in successfully.



7. Click on LMS to access your CIDOS LMS.