

# Update Email Address

Students can update their email if it is incorrect or when using a new email.

1. **Login:** Go to <https://imaluum.iium.edu.my> and login to your account.
2. **Profile:** Click on your profile image to open the profile tab, then click on the blue "Profile" button.

The screenshot shows the i-ma'luum dashboard. On the left is a sidebar with navigation links: Home, My Academic, My Mahallah, My Services, Disciplinary, Co-Curriculum, and Forms. The main content area is titled 'Dashboard' and includes a calendar for November 2020, a 'Favourite Links' section with 'Confirmation Slip' and 'Exam Slip', and an 'Announcements' section with a message about internet service interruption. On the right is a user profile for ADIS NABAWI BIN AZIZAN, showing a profile picture, ID G1725543, email adisazizan@gmail.com, and a 'Sign out' button. Below the profile is a message dated Mon, 19 Oct 2020 at 3:23 AM from MOHSIN MOSTOFA (1830699) regarding a mini fridge and an electric induction cooker.

3. **Update Email:** You will see the Profile page as shown below. Click the blue "Update Email" button.

## Profile

The screenshot shows the user profile page for ADIS NABAWI BIN AZIZAN. It includes a profile picture, the name 'ADIS NABAWI BIN AZIZAN', the level 'Level 3', and the ID 'G1725543 | ACTIVE'. The user is associated with the 'KULLIYAH OF INFORMATION & COMMUNICATION TECHNOLOGY'. A blue 'Update Email' button is visible, with a note below it stating 'please refresh after updating email address'. At the bottom, there are tabs for 'Personal Information' and 'Vehicle Registration Information'. Under 'Personal Information', the name is listed as 'ADIS NABAWI BIN AZIZAN' and the country as 'MALAYSIA'.

4. **Email Update Form:** A modal form title "Update Student Email" will appear.
  - a) Enter your new email address and click "Request Verification".

Update Student Email

Email Address

adisazizan@gmail.com

Verification code

Request verification

Update email

b) If you encounter issue as shown below, please ensure that you are connected to any IIUM network (Wired or Wi-Fi)

Update Student Personal Email

Only allow email updates using the IIUM Network

Update Email ↻

please refresh after updating email address

Personal Information

Vehicle Registration Information

5. **Verification:** You will receive a verification code in your email. Enter the code into the "Verification Code" field on the form.

### Email Update Transaction verification Code ▶ Inbox x



**IIUM Update Student Email** <ssoadmin@iium.edu.my>  
to me ▾

Your email update transaction verification code:  
Student Id: G1725543  
Verification Code XXXXXXXXXX  
Expires: 06-11-2020 05:56 PM

Information Technology Division  
International Islamic University Malaysia

6. **Complete Update:** Click the "Update Email" button. Once completed, refresh your browser to view the updated email address.
7. **All set:** Your email has been successfully updated.

