

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 user's name, level (Level 3), and 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: 'please refresh after updating email address'. Below the profile section are two tabs: 'Personal Information' and 'Vehicle Registration Information'. The 'Personal Information' tab is active, showing the user's name (ADIS NABAWI BIN AZIZAN) and country (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.

