

UserManual (Students)



Management Information Systems Project University of Moratuwa

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User Manual for Students

Login to the system



User can access the University of Moratuwa Management Information System (LearnOrg) through <u>https://lms.mrt.ac.lk</u> by using any Web-browser (however recommend to Mozilla Firefox and Google Chrome) or any Operating System.

- Username- You have to use your Registration (6 digits + a character) number as your Username
- **Password** If you access the system first time you can use "MIS@UoM" as the default password. You can contact the Examination division or CITeS for relevant issue.

Initial Interface

LearnOrg		
Welcome to LearnOrg	Welcome to LearnOrg Last time you have login at ::: Monday 14th of November 2016 12:26:14 AF Last ::::::::::::::::::::::::::::::::::::	Welcome -

When you login to the system you also can see similar system interface. The system shows you last login details such as IP address, time and date for security purposes.

If you still using default password, system will automatically prompt password resetting options.

If it is necessary you can directly go to Moodle (<u>https://online.mrt.ac.lk</u>) by using right top corner links.

[Make sure that you have logged out after using the system by using top-right corner "Logout" option.]

Change profile information

LearnOrg	
	Welcome - COLICE Moodle Help FAQs Contact Us Logout
Welcome to LearnOrg → UoM	Edit My Profile
	Username doi:12.11-
My LearnOrg Gitt Profile Change Password Student Area Register New Course Enrolments History Field Selection Hostel Management Hostel Application Supplications Supplication Form Complaining & Reporting Complaining on Administration & Welfare Jincients Reporting	TITLE Mr Name with initials
	Home Telephone No.
	Mobile No.
	Secondary e-mail (Contact/ Recovery e-mail)
	Permanant Contact Details Permanent Address Telephone Update Update
· · · · ·	Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.

Users are allowed to change basic information such as Title, First Name, Last Name, Date of Birth, Gender, Current Address, Current Home Telephone number, Mobile Number, Permanent Home Telephone number and Personal e-Mail address. User has to click on "Update" button to apply the changes.

[It is recommended to keep it update the information]

Change Password



You can change your password by using "Change Password" option. Students have to obey the Password policy when they change their system password. After you change the default password, you can access the LearnOrg (<u>https://lms.mrt.ac.lk</u>), UoM e-Mail (<u>https://webmail.uom.lk</u>) and Moodle (<u>https://online.mrt.ac.lk</u>) by using unique Username and the Password.

[It is recommended to change the password periodically]

Course Enrolment

LearnOrg		
		Welcome - +++++++++++++++++++++++++++++++++++
Welcome to LearnOrg → UoM My LearnOrg → Edit Profile	My Enrolments	
Change Password Change Password Student Area Register New Course Foreingents History	Successfully enrolled to FD1010 - Foundation	on Studies
Enroiments History Field Selection	Enroled Courses :	
Hostel Management + Hostel Application	CODE Course Description	20.00 BDec (ED&BD) Term - 1
Supplications → Supplication Form Complaining & Reporting → Complaining on Administration & Welfare → Incidents Reporting	List of Courses to Enrol : CODE Course Description	Credits Semester
	FD1020 Visual Studies	20.00 BDes (FD&PD) Term - 1
	FD1090 Learning Portfolio	5.00 BDes (FD&PD) Term - 1
	Copyrigi	t © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.

Student can enrol to semester offerings by using the LearnOrg and it is compulsory. You can click on "Enrol" button for relevant and required course modules. If it is successful you can see success message top of the page.

[Students are responsible to enrol semester offering within the permitted period. Make sure that your number of enrolled credits within the required credit limit. Student is responsible to enrol required compulsory modules. And also student is responsible to follow the University, Faculty or Department guidelines]

[Students have to contact relevant Undergraduate Studies Division to repeat registration or any other registration related inquiry]

Course Un-enrollment

LearnOrg		
		Welcome - + + + + + + + + + + + + + + + + + +
	My Enrolments	
My LearnOrg Edit Profile Change Password	Print	
Student Area + Register New Cour:	Successfully unenrolled to FD1090 – Learning portfolio	
	Enroled Courses :	
Hostel Management	CODE Course Description	Credits Semester
Supplications	FD1010 Foundation Studies	20.00 BDes (FD&PD) Term - 1
Supplication Form Complaining & Reporting	FD1020 Visual Studies	20.00 BDes (FD&PD) Term - 1
Complaining on Administration		
 & Welfare → Incidents Reporting 		
	List of Courses to Enrol : CODE Course Description	Credits Semester
	FD1090 Learning Portfolio	5.00 BDes (FD&PD) Term - 1 Errol
\		Consideb @ 2007.2016 MIC Resident - University of Marsham, Sci Lanks, All Binkte Researed
		opprigin 👦 2007 2020 MIS Project * University or Moratuwa, Sh Lanka, Ali Rughts Reserved.

Students can un-enroll (de-register) from registered semester offerings by using the LearnOrg within the permitted period. You can click on "Unenrol" button for required course modules. If it is successful you can see the success message top of the page.

[Make sure that your number of enrolled credits within the required credit limit. And also studentsare responsible to follow the University, Faculty or Department guidelines]

Enrollment history

) LearnOrg								 US LU
g rofile	٢		57Y OF M	ORATUWA - STUDEN	NT ENROLLMENTS			
		OURAWE		HENIGE HASTIN H				
r New Course	Level	Subjects	Credits	Semester	Academic year			
listory	Level 1	TL1910	0.50	TLM Term	2008 / 2009			
	Level 1	TL1960	1.50	TLM Term	2008 / 2009			
	Level 1	DE2280	2.00	TLM Term	2008 / 2009			
	Level 1	DE2300	2.00	TLM Term	2008 / 2009			
	Level 1	CS1010	2.00	TLM Semester - 1	2008 / 2009			
stration	Level 1	DE1950	1.00	TLM Semester - 1	2008 / 2009			
	Level 1	MA1110	2.00	TLM Semester - 1	2008 / 2009			
	Level 1	TL1010	3.00	TLM Semester - 1	2008 / 2009			
	Level 1	TL1050	2.00	TLM Semester - 1	2008 / 2009			
	Level 1	TL1060	2.00	TLM Semester - 1	2008 / 2009			
	Level 1	TL1090	2.00	TLM Semester - 1	2008 / 2009			
	Level 1	CS1020	1.00	TLM Semester - 2	2008 / 2009			
	Level 1	MA1120	2.00	TLM Semester - 2	2008 / 2009			
	Level 1	MN1020	3.00	TLM Semester - 2	2008 / 2009			
	Level 1	TL1070	2.00	TLM Semester - 2	2008 / 2009			
	Level 1	TL1080	3.00	TLM Semester - 2	2008 / 2009			
	Level 1	TL1100	3.00	TLM Semester - 2	2008 / 2009			
	Level 1	TL1950	2.00	TLM Semester - 2	2008 / 2009			
	Total Level Cre	lits	36		Л			
	Penistered Tota	l Credits	100					
	Registered rote							

Students can see their total enrollment and enrollment history by using this function.

Field Selection

LearnOrg				
Welcome to LearnOrg + UoM Hy LearnOrg + Edit Profile + Register New Course + Enclements listony + Edit Sclection + Mostal Application Suplication Form Complaining a Reporting Complaining a Reporting • Incidents Reporting	Field S Registra Name w Please in You are 7 3 4 5 6 7 7 8 8 You a	election the number :	I "8" as your least preferred. Se more fields 1 Preference 3 • 3 • 3 • 3 • 3 • 3 • 3 • 3 •	Welcome -
	<u>Guide-li</u>	<u>nes</u>		Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.

Students can select their preferences for fields using this module. Users need to indicate their preferences with "1" as your first choice and "8" as least preferred. Selections will be locked two days after the semester 1 results are published.Do not give the same number for more than one field, your selection will not be saved if you do so, and the UG division will not take any responsibility for this.

Hostel Application

ome to LearnOrg UoM			
earnOrg	Application Form for Hostel Facilities		
Edit Profile Change Password		Pulse and Regulations for Hostel Residents	
ent Area	Please read carefully, answer all the questions prov	viding correct facts and upload recent photog	raph of yours in order to complete registrations.
Register New Course Enrolments History			
Field Selection stel Management	Year of applying Name in Full	: -Please Select-	
Plication pplication	Name with Initials	: MALINGA D.A.M	
Supplication Form mplaining & Reporting	Permenent Address Residence Telephone Number	: ****	
Complaining on Administration & Welfare	Mobile Telephone Number	:	
Incidents Reporting	Email Address	: maingeann@gnainann	
	Gender	: MALE	
	District	:	
	Closest town to your residence	:	
	Distance from residence to closest town (Km) Distance from residence to relevant	:	
	faculty of the University (Km)	:	
	Walking distance from bus stop to residence (Km)	:	
	Details of course of study Faculty	: Faculty of Engineering	
	Department	: Transport and Logistics Management	
	Have you been punished/warned for	: 2008 / 2009	
	any misconduct/misbehavior Are you a recipient of a Mahapola/Bursary/Any other		
	student grant?	: -Please Select- +	
	If Yes, please state amount (per Month) (Rs.)	:	
	(A certificate from the principal of the relevant school or fro	present om the Assistant registrar or Senior Assistant Regis	trar of the relevant Faculty of the University
	should be annexed as proof.) Name of Brothers/Sisters	:	
	School or University and Faculty	:	
	Present grade/Academic Year	:	
	Name of Brothers/Sisters	:	
	School or University and Faculty	:	
	Present grade/Academic rear	•	
	Are parents living? (Yes or No) (If No, a certified copy or	f the death certificate should be attached)	
	Mother	: -Please Select	
	Gardian	: -Please Select- •	
	Occupation if living		
	Father	·	
	Gardian	:	
	Gross monthly income (Rs.)		
	Father	:	
	Gardian	:	
	(Salary statement issued by the employer or a certificate is Samurdhi recipient/Any other	ssued by the Grama seva Niladhari duly certificated	by the District Secretary should be submitted)
	Mother	: -Please Select	
	Father	- Please Select-	
	(A certified copy of the Samurdhi card should be attached)		
	Have you received hostel facilities in previous years?	: -Please Select	
	(Not applicable for First year students) If Yes, relevant year/s	:	
	Emergency Contact Details		
	Name and address of person to be informed in case of an emergency	:	
	Emergency Mobile Telephone Number	:	
	Emergency Residence Telephone Number	:	
	Applicable to students who involve in sports activiti	es	
	and academic year	:	
	Have you received University colors?	:	
	(Please attach certificates in proof)	tion	
	special keasons (11 any) for requesting noster facin		7
			al de la construcción de la constru
	(vocuments in support or each reason should be annexed.) Preferred Hostel Facility	· Please Select-	
	I certify that the above information is true and occurate 1	ree to pay the hostel fee decided by the variable	r on time
	I cerury una une acove information is true and correct. I ag If I am provided with hostel accommodation I agree to abic of the hostel and all rules in accommodation to the	de by the rules and regulation set by the administra to a set by the rules and regulation set by the administra	ation
	or the nusler and an rules in accordance to the university a	una amenaments.	
	I agree that if any information submitted above is proved t regulations of the university I am liable for punishment.	o be false or if act in contravention to any rules or	

Students can register for university hostel facilities using hostel application module. When a student goes to this module, above hostel application will be displayed. (This application will appear only if hostel registrations are open for your academic year and degree.)

LearnOrg	
	Welcome - Oder Elin Moodle Help FAQs Contact US Logor
Welcome to LearnOrg → UoM	Photo Upload
My LearnOrg → Edit Profile → Change Password	Please attach a recently taken, colour photograph of size 4cm*5cm showing full face view of your head and shoulder.
Student Area → Encolements History → Field Selection Hostel Management → Hostel Application Supplication → Completining 0. Administration ▲ Completing on Administration ▲ Incidents Reporting	Fie: Browee No file selected.

When a student submits the application, he or she will be directed to photo upload page.

LearnOrg	
University Of Moratuwa	Welcome
Welcome to LearnOrg → UoM	Photo Upload
My LearnOrg + Edit Profile + Change Password	Please attach a recently taken, colour photograph of size 4cm*5cm showing full face view of your head and shoulder.
Student Area Register New Course Enrolments History Hotel Selection Hotel Application Supplications Suppl	File: Browse No file selected. Submit Vou have successfully uploaded the photograph. Chance photograph

When the student uploads the photograph, it will be displayed on the same page.

To complete the registration, student should click on complete registration button. If student wants to change the photograph, he or she can use "Change photograph" link.

LearnOrg	
Welcome to LearnOrg → UoM	Welcome - SSE W Moodle Help FAQs Contact Us Logout
My LearnOrg Edit Profile Change Password	Hostel Registration Completed.
Student Area A Register New Course Encolments History Field Selection Supplications Supplication form Complaining a Reporting Complaining on Administration & Welfare Tincidents Reporting	Please upload your supportive documents. Upload Documents Your Hostel Registration No. is 1108 . If there is any issue related to hostel registrations, contact hostelofficeuom@gmail.com or warden@uom.lk.

Finally the student will be directed to above page. It will show his or her Hostel Registration No. If the student has supportive documents to upload, he or she can use "Upload Documents" link.

LearnOrg					
Welcome to LearnOrg → UoM	Documents Upload		Welcome - 991424	🗭 Moodle Help FAQs Contac	t Us Logout
My LearnOrg → Edit Profile → Change Password	Please upload relevant documents for you.				
Student Area A Register New Course Enrolments History Field Selection	01.) A certificate from the principal of the relevant school or from the Assistant registrar or Senior Assistant Registrar of the relevant Faculty of the University	Brother/Sister: Brother/Sister:	Browse No file selected. Browse No file selected.		
Inicia Selection Hostel Management Hostel Application Supplications Supplications Completing & Reporting Completing & Reporting Aldministration & Weffare Incidents Reporting	02.) Certified copy of the death certificates	Father: Mother:	Browse No file selected. Browse No file selected.		
	03.) Salary statement issued by the employer or a certificate issued by the Grama seva Niladhari duly certificated by the District Secretary or A certified copy of the Samurdhi card	Father/Guardian: Mother:	Browse No file selected.		
	04.) Certificates in proof (University Colors)	University Colors:	Browse No file selected.		
	05.) Special Reasons for requesting hostel facilities	Special Reasons:	Browse No file selected.		
	Submit				

Student can upload his or her supportive documents and click on submit.

Personal Device Info

LearnOrg	
Welcome to LearnOrg > UoM Hy LearnOrg > Edit Profile Change Password Student Area • Register New Course • Enrolments History • View My Results • Field Selection • Supplication Form Hostel Management + Hostel Application • Personal Device Info • Room Reservation Complaining a Reporting • Complaining a Reporting • Incidents Reporting	Details of Personal Computer & Hobile Phone Please provide following information. Mobile Phone Brand Me No Computer D/L (Brand) Serial Number Save Computer D/L (Brand) Save

When student click on the personal device info module, he or she will be directed to following form. (This form will appear only if the student is selected to accommodate at university hostel facilities.)

Students can enter relevant information and click save button.

Room Reservation

Using room reservation module, students can reserve their place in preferred hostel facility. When a student goes to this module, he or she will be directed to following page. (This page will appear only if you are selected to accommodate at university hostel facilities.)

Weiterine - 202000- Moodle Help FAQs Contact Us Logout
Hostel Room Reservation
This facilitates the students to reserve their place in assigned hostel facilities.
First, You should agree to follow hostel rules and regulations all times while obtaining University hostel accommodation

First, the student needs to agree to follow hostel rules and regulations by clicking the confirm button. Then the student will be directed to following page. It shows the list of hostels the student has been assigned to. Then student can select one of those links.

LearnOrg	
Welcome to LearnOrg	Walcome 1326630 Moodle Help FAQs Contact Us Logout
→ UoM	nostel kuum keservatiun
My LearnOrg → Edit Profile → Change Password	This facilitates the students to reserve their place in assigned hostel facilities.
Student Area	Nugasewana Hostel
Register New Course Errolments History View My Results View My Results Supplication form Hostel Application Personal Device Info Record Device Info Complaining on Administration a. Wefrare Incidents Reporting	Nugasewana Hostel II
	Copyright © 2007-2017 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.

LearnOrg											
Welcome to LearnOrg → UoM	Hostel Roo	om Reserva	ation		\ \	Moodle Help FAQs Contact Us Logout					
My LearnOrg Edit Profile Change Password	This facili Nugasewa	This facilitates the students to reserve their place in assigned hostel facility. Nugasewana Hostel									
Student Area Register New Course Enrolments History View My Results Field Selection Supplication Form Hostel Management	Click on the b	oed unit you v	vish to reserve	5.							
Hostel Application Personal Device Info	Room No		Bed Units								
 Room Reservation Complaining & Reporting 		1	2	3							
Complaining on Administration & Welfare	101	Reserve	Reserve	Reserve							
 Incidents Reporting 	102	Reserve	Reserve	Reserve							
	103	Reserve	Reserve	Reserve							
	104	Reserve	Reserve	Reserve							
	113	Reserve	Reserve	Reserve	→						
	114	Reserve	Reserve	Reserve							
	115	Reserve	Reserve	Reserve							
	201	Reserve	Reserve	Reserve							
	202	Reserve	Reserve	Reserve							
	203	Reserve	Reserve	Reserve							
	204	Reserve	Reserve	Reserve							
	213	Reserve	Reserve	Reserve							
	214	Reserve	Reserve	Reserve							

When the student selects preferred hostel facility, he or she will be directed to a page where he can view a list of room numbers with its bed units. Then the student can reserve his or her preferred bed unit by clicking one of those areas.

LearnOrg					
Welcome to LearnOrg	Hostel Roo	om Reserv	Welcomen 4000000 Moodle Help FAQs Contact Us Logout		
My LearnOrg → Edit Profile → Change Password	This facili Nugasewa	tates the s na Hostel	neir place in assigned hostel facility.		
Student Area * Register New Course * Enrolments History * View My Results * Field Selection * Supplication Form Hostel Application * Hostel Application * Personal Device Info	Click on the b You have	bed unit you v reserved F	wish to reserve Room No 10	3 of Nugas	sewana Hostel Remove Reservation
 Room Reservation Complaining & Reporting Complaining on Administration 	Room No		Bed Units		
& Welfare Incidents Reporting	101	1 Reserve	2 Reserve	3 Reserve	
	102	Reserve	Reserve	Reserve	
	103	Reserve		Reserve	—
	104	Reserve	Reserve	Reserve	
	113	Reserve	Reserve	Reserve	
	114	Reserve	Reserve	Reserve	
	115	Reserve	Reserve	Reserve	
	201	Reserve	Reserve	Reserve	
	202	Reserve	Reserve	Reserve	
	203	Reserve	Reserve	Reserve	
	204	Reserve	Reserve	Reserve	
	213	Reserve	Reserve	Reserve	
	214	Reserve	Reserve	Reserve	

When student selects preferred room and bed unit, it will display the student's registration number on the selected area. If the student wants to remove his or her reservation, "Remove Reservation" link can be used.

Supplication Form

This application will appear only if supplication forms are open for your academic year and degree.

Welcome	LearnOrg			
with General Convocation - Supplication Form Supplication Supplication - Supplication Form Supplication Supplication - Supplication Form Supplication Table Image: Supplication Form Supplication Image: Supplication Form			Welcome -	le Help FAQs Contact Us Logout
Vectoring Edit runi Edit runi Edit runi Subdat Area Image Research Subdat Research Image Research Subdat Research Image Research Sublat Research Image Research	Welcome to LearnOrg → UoM	General Convocation - Supplication Form		
Subtract Area • Rouchardts Hatory • Rouchardts Hatory • Fridd Statistion • Notate Hatory • Notate Hatory • Indicates Reporting	My LearnOrg → Edit Profile → Change Password		Guideline	
 Enclands Hatory Title If discussion Aname with Initials If discussion Complianing on Administry Administry Initial the name should be in conformity with the name given by you on admission to the University and used thereafter during the course of study.) Last Name Initial the name should be in conformity with the name given by you on admission to the University and used thereafter during the course of study.) Last Name Initial the name should be in conformity with the name given by you on admission to the University and used thereafter during the course of study.) Last Name Initial the name should be in conformity with the name given by you on admission to the University and used thereafter during the course of study.) Last Name Initial the name should be in conformity with the name given by you on admission to the University and used thereafter during the course of study.) Last Name Initial the name should be in conformity with the name given by you on admission to the University and used thereafter during the course of study.) Last Name Initial the information recommend of the study is the information recommend of the study is the information recommend of the study of Engineering Chear of Entry Study of Engineering Contact Address Contact address<!--</th--><th>Student Area → Register New Course</th><th></th><th></th><th></th>	Student Area → Register New Course			
 Index and spectral spectred spectred spectred spectred spectred spectred sp	 Enrolments History 	Tittle	Mr -	
<pre>Mail series in the last of the first Degree in respect Ormplaining on Administrate * Incidents Reporting</pre> Wind Wall the information of the first Degree in respect of which the supplication is submitted. * Incidents Reporting Wind Particle Information of the first Degree in respect of which the supplication is submitted. * Incidents Reporting (Eg. Rathnayska) (Eg. Rathnayska) (Eg. Rathnayska) (Eg. Rathnayska Mudiyanselage * Incidents Reporting Wind Particle Information of the first Degree in respect of which the supplication is submitted. * Uncidents Reporting (Particle Information of the first Degree in respect of which the supplication is submitted. * Exception is submitted. *	→ Field Selection	Name with Initials	(Eq. D.M.N. Datheauaka)	
Supplications (reade short but in the family subject in a family with the relating by family with relating by family with the relating by family with th	Hostel Application	Reaso ensure that the name chould be in conformity ((Ley, Kumini, Kaumayaka)	source of study)
Last Name	Supplications	(riease ensure that the name should be in comornity t	with the name given by you on admission to the oniversity and used thereafter during the	course or study.y
Mares Denoted by Initials Imail Mares Denoted Deno	Supplication Form Complaining & Reporting	Last Name	: [Eg. Kathnayaka]	7
 Incidents Reporting NIC No. / Passport No. Repistration Number Repistration No. Repistration Number Repistration No. Repistratin Address Repis	Complaining on Administration	Names Denoted by Initials	: Nimal)	(Eg. Rathnayake Mudiyanselage
Registration No. :	 Incidents Reporting 	NIC No. / Passport No.		
Name of the first Degree in respect i Honours Degree of Bachelor of Design in Fashion Design & Product Development of which the supplication is submitted. i - Department : Department of Textile & Clothing Technology Foculty : Foculty of Engineering (Please ensure that the information are correct and if any changes please inform to Examination and Registration Division.) Year of Entry : 2015 Year of Entry : 2015 Residence Telephone Number :		Registration No.	4510035	
of which the supplication is submitted. I Honours Degree of Bachelor of Design in Fashion Design & Product Development Field of Specialization : Field of Specialization : Field of Specialization : Department : Department : Department : Department : Department of Textile & Clothing Technology Faculty : Fac		Name of the First Degree in respect		
Field of Specialization :- Department :: Department :: Department :: Sculty :: Faculty of Engineering (Please ensure that the Information are correct and If any changes please Inform to Examination and Registration Division.) Year of Entry :: Year of passing the first Degree : Residence Telephone Number : Office Telephone Number : Email Address : Contract Address : Degree is to be awarded "in person" or "in elsensitis" the degree will be conferred in the absented" in absentia" the degree will be conferred in the absence of the graduand at the Convocation.)		of which the supplication is submitted.	: Honours Degree of Bachelor of Design in Fashion Design & Product Development	
Department : Department of Textile & Clothing Technology Foculty : Faculty of Engineering (Please ensure that the Information are correct and if any changes please Inform to Examination and Registration Division.) Year of Entry : 2015 Year of passing the first Degree :		Field of Specialization	4.5	
Faculty : Faculty of Engineering (Please ensure that the information are correct and if any changes please inform to Examination and Registration Division.) Year of Entry : 2015 Year of passing the first Degree : Residence Telephone Number : Office Telephone Number : Office Telephone Numbers : Contact Address : Contact Address : Degree is to be awarded "in person" or "in absentia" : (If you are attending indicate as "in person" or it was are attending indicate as "in absentia" the degree will be conferred in the absence of the graduand at the Convocation.)		Department	: Department of Textile & Clothing Technology	
(Please ensure that the information are correct and if any changes please inform to Examination and Registration Division.) Year of Entry 2015 Year of passing the first Degree		Faculty	: Faculty of Engineering	
Year of Entry 2015 Year of passing the first Degree		(Please ensure that the information are correct and if a	any changes please inform to Examination and Registration Division.)	
Teal of Linky 1.013 Year of passing the first Degree		Yoon of Entry	. 2015	
Residence Telephone Number		Year of passing the first Degree	. 2015	
Residence Telephone Number		real of passing the first begree	•	
Maketer Foreprise Number		Residence Telephone Number		
Mobile telephone Number : Office Telephone Numbers : Email Address : Contact Address : Degree is to be awarded "in person" or "in : In person → absentia" (If you are attending indicate as "in person" if you are not attending indicate as "in absentia". In the case of "in absentia"the degree will be conferred in the absence of the graduand at the Convocation.) Save Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.		Mahila Talashara Number		
Office lelephone Numbers : Email Address : Contact Address : Degree is to be awarded " <i>in person</i> " or " <i>in</i> : <i>absenta</i> " (If you are attending indicate as " <i>in person</i> " if you are not attending indicate as " <i>in absentia</i> ". In the case of " <i>in absentia</i> the degree will be conferred in the absence of the graduand at the Convocation.) Save Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.		Nobile releptione Number		
Email Address : Contact Address : Degree is to be awarded "in person" or "in absentia" in person (If you are attending indicate as "in person" if you are not attending indicate as "in absentia". In the case of "in absentia the degree will be conferred in the absence of the graduand at the Convocation.) Save Copyright © 2007-2016 MIS Project - University of Moretuwa, Sri Lanka, All Rights Reserved.		Office Telephone Numbers		
Contact Address : Degree is to be awarded "in person" or "in absentia" (If you are attending indicate as "in person" if you are not attending indicate as "in absentia". In the case of "in absentia" the degree will be conferred in the absence of the graduand at the Convocation.) Save Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.		Email Address		_
Degree is to be awarded " <i>in person</i> " or " <i>in</i> : In person • absentia" (If you are attending indicate as " <i>in person</i> " if you are not attending indicate as " <i>in absentia</i> ". In the case of in absentia" the degree will be conferred in the absence of the graduand at the Convocation.) Save Copyright © 2007-2016 HIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.		Contact Address	:	
(If you are attending indicate as "in person" if you are not attending indicate as "in absentia". In the case of "in absentia" the degree will be conferred in the absence of the graduand at the Convocation.) Save Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.		Degree is to be awarded "in person" or "in absentia"	: In person 👻	
Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.		(If you are attending indicate as "in person" if you ar as "in absentia" . In the case of "in absentia"the degre the absence of the graduand at the Convocation.)	e not attending indicate ee will be conferred in	
Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.			Save	
			Copyright © 2007-2016 MIS Project - University of	f Moratuwa, Sri Lanka, All Rights Reserved.
	h			

Students can submit supplication form for graduation by using this module. You have to fill the information such as Name with initials, Last Name, Name denoted by initials, Residence Telephone Number, Mobile Number, Email Address, and Contact Address.User has to click on "Save" button to apply the changes.

If it is successful you can see success message on top of the page with a button to download the submitted form. Before you download the form make sure to verify the details you have submitted. After you download the application you are not allowed to change the supplication form. You must submit a hard copy of downloaded supplication form to examination division.

LearnOrg									
		Welcome - + Moodle Help FAQs Contact Us Logout							
Welcome to LearnOrg	General Convocation - Supplication Form	n							
My LearnOrg → Edit Profile → Change Password	Details Saved Successfully								
Student Area → Register New Course → Enrolments History → Field Selection		Guideline							
Hostel Management → Hostel Application Supplications → Supplication Form Complaining & Reporting		Click Here to Download My Completed Supplication Form							
Complaining on Administration & Welfare → Incidents Reporting	Arter you o	nowmoaded the supplication form, it is no more allowed to change the detainst							
	Tittle	: Mr. 💌							
	Name with Initials	: R.M.N. Rathnavaka (Eq. R.M.N. Rathnavaka)							
	(Please ensure that the name should be in conformity	with the name given by you on admission to the University and used thereafter during the course of study.)							
	Last Name	: Rathnayaka (Eg. Rathnayaka)							
	Names Depoted by Initials	Rathnayake Mudiyanselage Nimal (Eg. Rathnayake Mudiyanselage							
	Names Denoted by Initials	Nimal)							
	NIC No. / Passport No.								
	Registration No.	: 404070							
	Name of the First Degree in respect of which the supplication is submitted.	: Honours Degree of Bachelor of Design in Fashion Design & Product Development							
	Field of Specialization	(+							
	Department	: Department of Textile & Clothing Technology							
	Faculty (Please ensure that the information are correct and if	: Faculty of Engineering							
	(ricese ensure that the information are correct and in	any anangas picase morni to examination and registration bivision.y							
	Year of Entry	: 2015							
	Year of passing the first Degree	: 2006							
	Residence Telephone Number								
	Mobile Telephone Number	: 0115/15/757							
	Office Telephone Numbers	: 0102456730-							
	Email Address	: themelogeneties							
	Contact Address	: Northy Contactor Contactor							
	Degree is to be awarded " <i>in person</i> " or " <i>in</i> absentia"	: In person 🔹							
	(If you are attending indicate as "in person" if you a as "in absentia" . In the case of "in absentia"the deg the absence of the graduand at the Convocation.)	are not attending indicate aree will be conferred in							
		Save							
5		Copyright © 2007-2016 MIS Project - University of Moratuwa, Sri Lanka, All Rights Reserved.							

Complaining on administration & welfare

(This module will be available for your access very soon.)

Students can complain on matters related to administration and welfare using this module. Click on "Add" button to add a new complains.

LearnOrg			
University Of Moratuwa5		Welcome - 4510071	Moodle Help FAQs Contact Us Logout
Welcome to LearnOrg → UoM	Complain on administration and welfare		
My LearnOrg → Edit Profile → Change Password	This module shall be used to inform/complain services related to administration & welfare.		
Student Area + Register New Course + Enrolments History + Field Selection Hostel Management + Hostel Application	Add New complain :		
Supplications → Supplication Form Complaining & Reporting → Complaining on Administration & Welfare			
➔ Incidents Reporting			
		Copyright @ 2007-2016 NIS-	Project…University of Moratuwa; Sri Lanka; All Right Reserved

Students can select the area which related to the complaint such as accommodation, cafeteria, hostel etc. user need to click on "save" button to process the complaint.

LearnOrg			Walcome, the	Mandla Hela LEAR L Contact He L const
Welcome to LearnOrg 	Complain on administr This module shall be u	ration and welfare used to inform/complain services related to adm	vinistration & welfare.	Tenomie Lueb Ludos Loninerros London L
Student Area A Register New Course E Encloments History Field Selection Hostel Management Hostel Application Supplication Form Complaining Reporting Administration & Welfare Tholdents Reporting	Complain Type: Location Complain Details	Accommodation Cafeteria Clastroom and Learning Environment Infrastructure Unitary Medical Sports and Administration Welfare Infringing into freedom		
			Copyright © 2007-2016 MIS Project - Ur	niversity of Moratuwa, Sri Lanka, All Rights Reserved.

LearnOrg	
	Welcome - 1648374- Moodie Help FAQs Contact Us Logout
Welcome to LearnOrg → UoM	Complain on administration and welfare
My LearnOrg	This module shall be used to inform/complain services related to administration & welfare.
Student Area	
Enrolments History Field Selection	Add New complain : 465
Hostel Application Supplications Supplication Form	
Complaining & Reporting Complaining on Administration & Welfare	
➔ Incidents Reporting	View Complains : Complain 1
	Copyright © 2007-2016 MIS Project - University of Moratuma, Sri Lanka, All Rights Reserved.

User can view the added complaint by click on blue color link.

					Welcome - 101	Moodle Hel	p FAQs Contact Us Logout
Complain on administra	ation and we	elfare					
This module shall be us	sed to infor	m/complain se	rvices related	to administra	ation & welfare.		
Add New complain :	44						
	_						
View Complains : Complain	n 1						
Incident Type :	Hostel	←					
Place	Hostel A						
Incident details :	Capacity of	hostel is not enough	h for students				
					Copyright © 2007-2016 MIS Proje	t - University of Moratu	ıwa. Sri Lanka. All Rights Reserved.
						,	, ,
	Complain on administra This module shall be us Add New complain : A View Complains : Complain Incident Type : Place : Incident details :	Complain on administration and we This module shall be used to infor Add New complain :	Complain on administration and welfare This module shall be used to inform/complain se Add New complain : 45 View Complains : Complain 1 Incident Type : Hostel Place : Hostel A Incident details : Capacity of hostel is not enoug	Complain on administration and welfare This module shall be used to inform/complain services related Add New complain : Add View Complains : Complain 1 Incident Type : Hostel Place : Hostel A Incident details : Capacity of hostel is not enough for students	Complain on administration and welfare This module shall be used to inform/complain services related to administre Add New complain :	Velcome - Complain on administration and welfare This module shall be used to inform/complain services related to administration & welfare. Add New complain :	Welcome - ***********************************

Incidents Reporting

(This module will be available for your access very soon.)

Students can inform incidents using this module. Click on "Add" button to add a new incident.

LearnOrg			
		Welcome - 4512571-	Moodle Help FAQs Contact Us Logout
Welcome to LearnOrg → UoM	Reporting of incidents by students		
My LearnOrg → Edit Profile → Change Password	All the information submitted shall be treated confidentially.		
Student Area Register New Course Enrolments History Field Selection Hostel Management Hostel Application Supplications Supplications Supplications Supplications Supplications Supplications Supplications Mediane Complaining a Reporting Complaining a Mainistration & Weffare Tincidents Reporting	Add New Incident : 243		
		Copyright © 2007-2016 MIS Project - Un	iversity of Moratuwa, Sri Lanka, All Rights Reserved.

Students can select the area which related to the incident such as harassment or ragging, Sexual and gender based violence etc. user need to click on "save" button to process the incident.

LearnOrg			
Volversity of Herceurs Welcome to LearnOrg UoM Wy LearnOrg Edit Profile Change Password Student Area Register New Course Enclements History Field Selection Hostel Management Hostel Application Supplications S	Reporting of inciden All the information Incident Type: Date Of Incident Place Incident Details	Ats by students submitted shall be treated confidentially. Harassment or Ragging Sexual and Gender based violance Forceful Engagement for Activities Any Other	Welcome -
		507	Copyright © 2007-2016 HIS Project - University of Moratuma, Sri Lanka, All Rights Reserved.

LearnOrg		
	Welcome - #######	Moodle Help FAQs Contact Us Logout
Welcome to LearnOrg → UoM	Reporting of incidents by students	
My LearnOrg + Edit Profile + Change Password	All the information submitted shall be treated confidentially.	
Student Area A Register New Course + Enrolments History + Field Selection Hostel Management + Hostel Application Supplications - Supplication Form	Add New Incident : 44	
Complaining on Administration a Welfare Incidents Reporting	View Incident : incident 1	
	Copyright © 2007-2016 MIS Project - Uni	versity of Moratuwa, Sri Lanka, All Rights Reserved.

User can view the added incidents by click on blue color link.

LearnOrg		
		Welcome - ######## Moodle Help FAQs Contact Us Logout
Welcome to LearnOrg → UoM	Reporting of incidents b	by students
My LearnOrg Edit Profile Change Password	All the information subi	mitted shall be treated confidentially.
Student Area A Register New Course Encloments History Hostel Management Hostel Application Supplication Supplication Form Complaining a Reporting Complaining an Administration	Add New Incident :6	
 A weirare → Incidents Reporting 	View Incident : Incident 1	
	Incident Type :	Harassment or Ragging
	Date Of Incident:	2016-11-01
	Place :	Hostel A
	Incident details :	We were asked to open the door of our hostel room by a group of seniors around midnight, we were scared and we let them to come in. After the questioned why we didn't come to the freshers hostel meeting last night, we said them the reason but they didn't believe it and punished us. There were three of us in the room.
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View My Results

If you click the View my Results function student can see their results, after the examination department releases the results.

If the examination module releases the results, Learn Org will show the module results that are related to the students. After released the all results of the semester then students can see their SGPA also. Otherwise it will show a hyphen (-) for the SGPA.

LearnOrg

					Wel		
Welcome to LearnOrg	View Acaden	nic Results					
	Registration N	lumber : 🔜 👘					
My LearnOrg + Edit Profile + Change Password	Name						
Begister New Course	Intake 2010 - Semester 1						
Enrolments History				Credits			
View My Results Field Selection	Module Code	Module Title	Grade	GPA	Non GPA		
Supplication Form	CE1022	Fluid Mechanics	A'A	2.0	-		
Hostel Application	CS1032	Programming Fundamentals	0 в-	3.0	-		
Personal Device Info Poom Personation	EE1012	Electrical Engineering	A-	2.0	-		
Complaining & Reporting	EL1012	Language Skill Enhancement I	🕑 в-	1.0	-		
 Complaining on Administration & Welfare 	MA1012	Mathematics	C+	3.0	-		
➔ Incidents Reporting	ME1032	Mechanics	B+ ~	2.0	-		
	MT1022	Properties of Materials	B-	2.0	-		
	SGPA : 3.01						
	Intake 2010 - Term A						
		Module Title	Grade	Credits			
	Module Code			GPA	Non GPA		
	DE1412	Astronomy and Cosmology	A	2.0	-		
	MN1012	Engineering in Context	Pending	-	1.60		
	CE1952	Engineering Design	Pending	-	1.5		
	CE1962	Engineering Skill Development	Pending	-	1.0		
	EL1022	Language Skill Enhancement II	Pending	1.0	-		
	155 SGPA : -						