

# How to View Announcement/ Examiner's Report

## Step 1

Once you have log-in, you will be directed to your Dashboard.

You may view any **ANNOUNCEMENT/ EXAMINER'S REPORT** under Announcement.

The screenshot shows the MANTISSA COLLEGE STUDENT PORTAL dashboard. At the top, there is a blue header with the college logo and name, and a navigation bar with 'Sign Out' and 'Home' buttons. The main content area is divided into several sections: 'Dashboard', 'Alerts', 'Reminder', and 'Announcement'. The 'Alerts' section shows a message: 'You have outstanding balance of RM-7400'. The 'Reminder' section shows 'No Record Found'. The 'Announcement' section lists several items, including 'Moderator's report for MK430\_Advertising and Promotion [Jan-Feb 2017]' posted by NORIZAN SAMAUSSI on 08 May 2017. A large black arrow points from the 'Announcement' section to the first announcement item.

## Step 2

**ANNOUNCEMENT/ EXAMINER'S REPORT** will be shown as posted by respective Programme Administrator/ Exam Department.

This screenshot is identical to the one in Step 1, showing the MANTISSA COLLEGE STUDENT PORTAL dashboard. The 'Alerts' section now shows a message: 'You have outstanding balance of RM4500'. The 'Announcement' section lists several items, including 'Moderator's report for MK430\_Advertising and Promotion [Jan-Feb 2017]' posted by NORIZAN SAMAUSSI on 08 May 2017.