



**FOR FACULTY OF BUSINESS STUDENT ONLY**  
**FACULTY OF BUSINESS MOODLE CLASS REGISTRATION**  
**SEMESTER 1, 2026**

Dear Faculty of Business Students

We hope you are doing well and looking forward to the new semester. As we prepare to begin the semester, it is important that you complete your class registration to ensure a smooth start to your studies. Here are the details regarding the requirements, timeline, and steps for registering for your classes:

**1. Class Registration Requirements:**

- 1.1 You have completed your enrolment or re-enrolment for the semester.
- 1.2 No changes have been made to your enrolment after **Friday, 7 February 2026**.

**2. Class Registration Timeline:**

- 2.1 Student enrolled in unit codes from **#3000 (for example: MKTG3007)** may register for their classes from **Monday, 9 February 2026 from 8.00 am onwards until 12.00 noon on Friday, 13 February 2026**.
- 2.2 Student enrolled in unit codes from **#2000 (Example: FNCE2004)** may register for their classes from **Tuesday, 10 February 2026 from 8.00 am onwards until 12.00 noon on Friday, 13 February 2026**.
- 2.3 Student enrolled in unit codes from **#1000 (Example: ACCT1002)** may register for their classes from **Wednesday, 11 February 2026 from 8.00 am onwards until 12.00 on Friday, 13 February 2026**.
- 2.4 Class registration will close at **12.00 noon on Friday, 13 February 2026**.

**3. How to Register**

Please follow these steps to register for your classes:

- 3.1 Login in to Moodle
- 3.2 Select My Programs and unit
- 3.3 Register for classes

Before registering, please check your class timetable at <https://curtin.edu.my/student/student-essentials/student-service-centre/timetable-class-management/>.

If you need assistance, please contact the Faculty of Business Administration Team at [fob.admin@curtin.edu.my](mailto:fob.admin@curtin.edu.my).

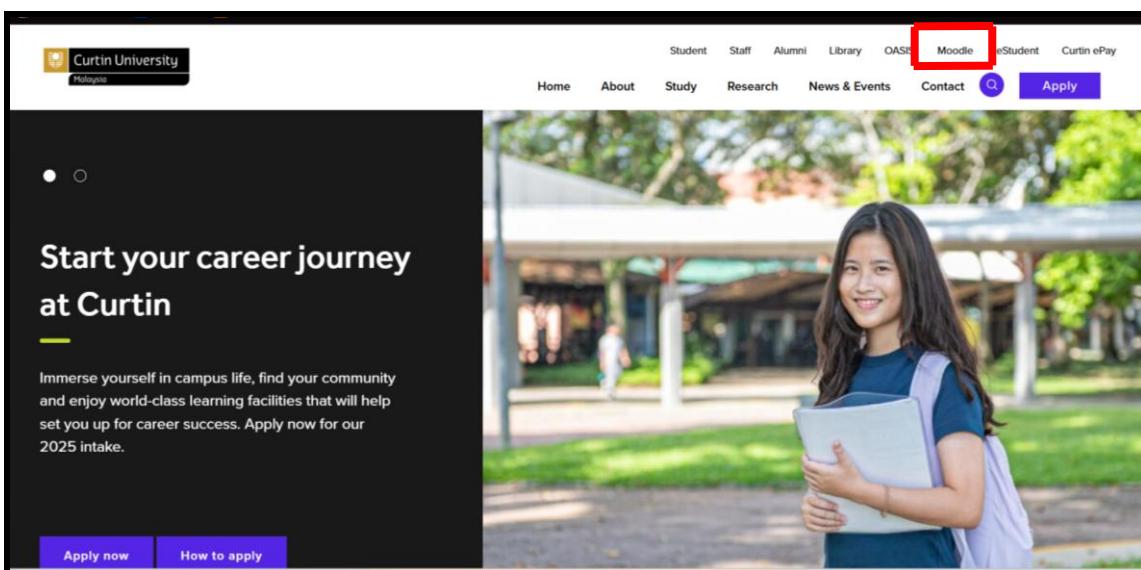
**Professor Pauline Ho**  
**Dean, Faculty of Business**



This guideline provides step-by-step instruction to help you complete your class registration on the newly upgrade Moodle Platform

## WHERE CAN I FIND MOODLE?

1. **GO TO CURTIN WEBSITE @ <https://www.curtin.edu.my/> .**  
On top of the page you will find **MOODLE**.  
**OR**
2. **You may directly click on the MOODLE Link below.**  
<https://moodle.curtin.edu.my>



## FOUR (4) STEPS TO LOGIN INTO MOODLE AND TO REGISTER FOR YOUR CLASSES

### STEP 1:

- 1.1 **On the **login box**, login using your student ID (Miri Campus). For the first time user you may refer to the below details.**

**Is this your first time here?**

**Students:** Username is your student ID (Miri Campus) and initial Password is your Date of Birth in DDMMMYY format. For example, if you were born on 31 Dec 1990, your password will be 311290.

Have 2 Miri IDs? For those who have 2 Miri IDs, the 8 alphanumeric ID (eg. 7e5a5678) and the 9 digits ID (700012345), please use the 8 alphanumeric ID (eg. 7e5a5678) as your Moodle username

Please change your password after first time login for security reason. Lost your password? Click on [Yes, help me login] button to request for your password reset. The instruction will be sent to your Curtin Student Webmail



Welcome to MOODLE, an online Learning System provided for students & lecturers in Curtin University Malaysia. This is a place where Students & Lecturers can interact with each others, interchange suggestions and ideas, and also getting learning materials from Lecturers.

Enrolment

- Access to courses in Moodle can not be used as confirmation of enrolment in these courses. It is your responsibility to ensure that your enrolment is correct via the Enrolment Office.
- If you failed to see the course in Moodle, check out Student Services Enrollment Checking, or contact us.

[Course/ Program Structures \(SPACE\)](#)

[Examination Results](#)

## **STEP 2:**

### **2.1 Successfully logged into MOODLE.**

Log in to Moodle - Curtin University Malaysia

Username

Password

Log in

Lost password?

Is this your first time here?

**Lecturers:** The account username and password is the same as your Computer Windows Account.

**Students:** Username is your student ID (Miri Campus) and initial Password is your Date of Birth in DDMMMYY format. For example, if you were born on **31 Dec 1990**, your password will be **311290**.

**Have 2 Miri IDs?** For those who have 2 Miri IDs, the 8 alphanumeric ID (e.g. 7e5a5678) and the 9 digits ID (700012345), please use the 8 alphanumeric ID (e.g.

### **2.2 On My programs, all the units you have enrolled for Sem 1, 2026 will appear. To register for your classes, click on the unit.**

For example, click on unit "**MGMT2009 Human Resource Development**"

My programs

Course overview

All Search Sort by course name Card

Entrepreneurship Management

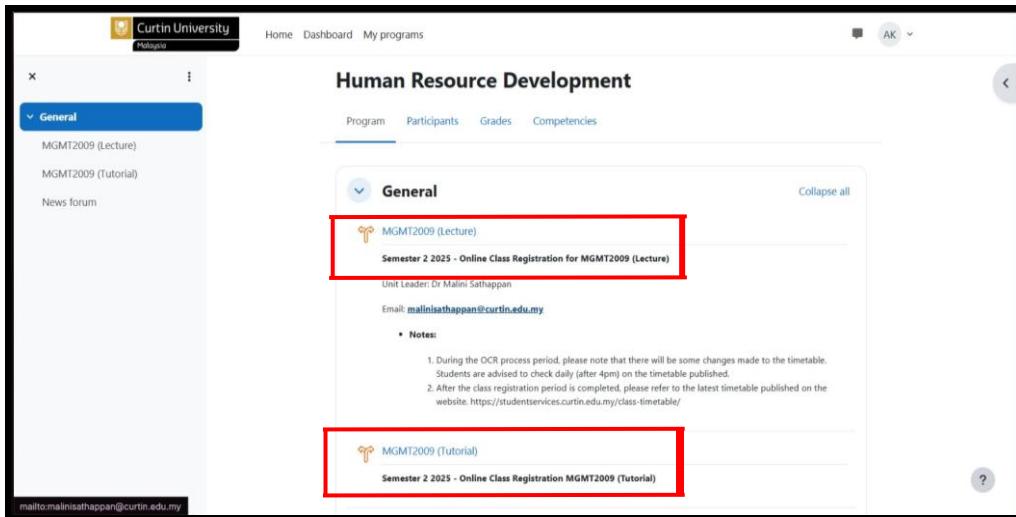
Globalisation and Employee Relations Management

Human Resource Development Management

### STEP 3:

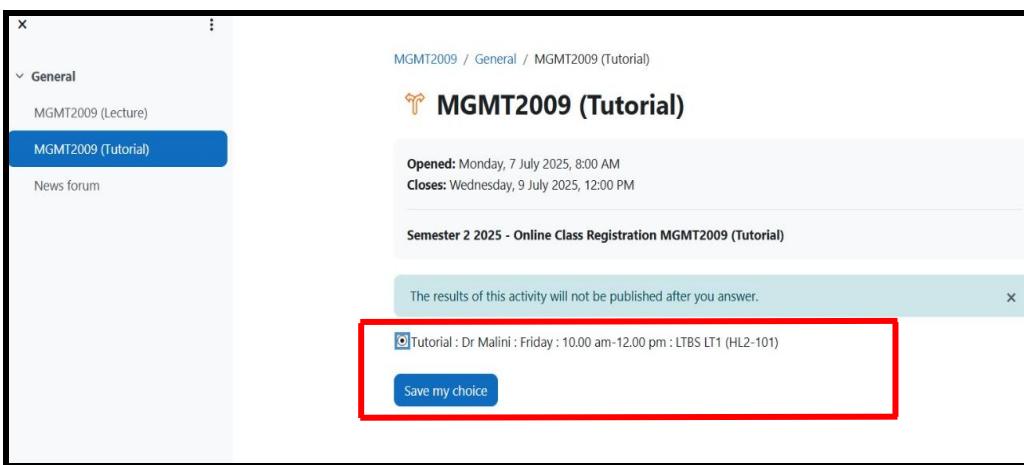
3.1 On the first page of “MGMT2009 Human Resource Development” unit. You will find the information on Online Class Registration for MGMT2009-Lecture and MGMT2009-Tutorial.

To Register for Lecture, click on **MGMT2009-Lecture** (refer to red circle below)  
 To Register for Tutorial, click on **MGMT2009-Tutorial** (refer to red circle below)



### STEP 4:

4.1 On the “MGMT2009 –Tutorial” page, click on the slot you preferred and click “Save My choice”.  
 Once you done click on “Save My Choice”, the confirmation will appear “Your choice has been saved”.  
 Should you wish to change your choice you may click on “Remove my choice” and you may do your selection again.





## **STEP 4:**

**4.2 On the “MGMT2009 –Lecture” page, click on the slot you preferred and click “Save My choice”. Once you done click on “Save My Choice”, the confirmation will appear “Your choice has been saved”.**

**Should you wish to change your choice you may click on “Remove my choice” and you may do your selection again.**

The screenshot shows the Curtin University MyPrograms interface. The left sidebar shows 'General' with 'MGMT2009 (Lecture)' selected. The main content area is titled 'MGMT2009 (Lecture)'. It displays the following information:

- Opened: Monday, 7 July 2025, 8:00 AM
- Closes: Wednesday, 9 July 2025, 12:00 PM
- Semester 2 2025 - Online Class Registration for MGMT2009 (Lecture)
- Unit Leader: Dr Malini Sathappan
- Email: [malinisathappan@curtin.edu.my](mailto:malinisathappan@curtin.edu.my)

Notes:

1. During the OCR process period, please note that there will be some changes made to the timetable. Students are advised to check daily (after 4pm) on the timetable published.
2. After the class registration period is completed, please refer to the latest timetable published on the website. <https://studentservices.curtin.edu.my/class-timetable/>

The results of this activity will not be published after you answer.

Lecture : Dr Malini : Wednesday : 12.00 pm-1.00 pm : LTCL9(HL2-109)

**Save my choice**

## **IMPORTANT NOTE:**

**For all the classes you have registered, we would like to encourage you to take a note for your record and future reference.**