# HBKU IT SERVICES



عـضـو فـي مـؤسـسـة قـطـر Member of Qatar Foundation

# Banner - HBKU SIS **Student Information System**

HAMAD BIN KHALIFA UNIVERSITY

## How to login to HBKU Student Information System

### **Important Note:**

- Banner authentication is with HBKU email User name and Password. Therefore if you face login issue, please reset your HBKU email password and login to Banner SIS with same email password.
- In case of any technical issues, please contact HBKU IT Support.
- If you have any functional concern, please contact HBKU Registration.

- 1. Open HBKU website <u>https://www.hbku.edu.qa/en</u>
- On top right click on **MYHBKU LOGIN** 2.
- 3. If your HBKU email is <u>test@hbku.edu.qa</u> Then user name is **test** without **@mail.hbku.edu.qa**

SIGN IN
l <mark>test</mark>
******
Remember me on this computer
SIGN IN

## Faculty Self Service Landing page

After successful login you will find below HBKU SIS landing page. Click on Faculty Services to open further functions.



# , to HBKU Student Information System!

## **Enter Final Grades**

To enter Grades, click on Final Grades then select the course.

Personal Information	Faculty Services	
	Student Information Menu	Term Selection
	Week at a Glance	Detailed Class List
	Active Classes	Class History
	Faculty Feedback	



## **Enter Final Grades**

A list of students registered in the course will be displayed, then select grade from drop down beside each student. Once grades are selected for all students then click on **Submit** button.

After grade Submitted, there is a 30 minutes time limit to go back and change the grade if need to change any.

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tudents Regist	ered: 1									
nal Grades lecord Number	Student Name	ID	Credits	Registration Status	Grade R	olled	Last Attend Date	Attend Hours	Registration Number	
1 Submit Reset	Jerry, Tom	210000180	3.000	Registered Sep 18, 2018	None ▼ N None A A- B B+	N			1	0



We're Listening...

## University Technology Support

Phone: 4454 1045

HAMAD BIN KHALIFA UNIVERSITY



## Working Hours : Sunday – Thursday 7:30 AM to 7:00 PM Email: hbkuitsupport@hbku.edu.qa