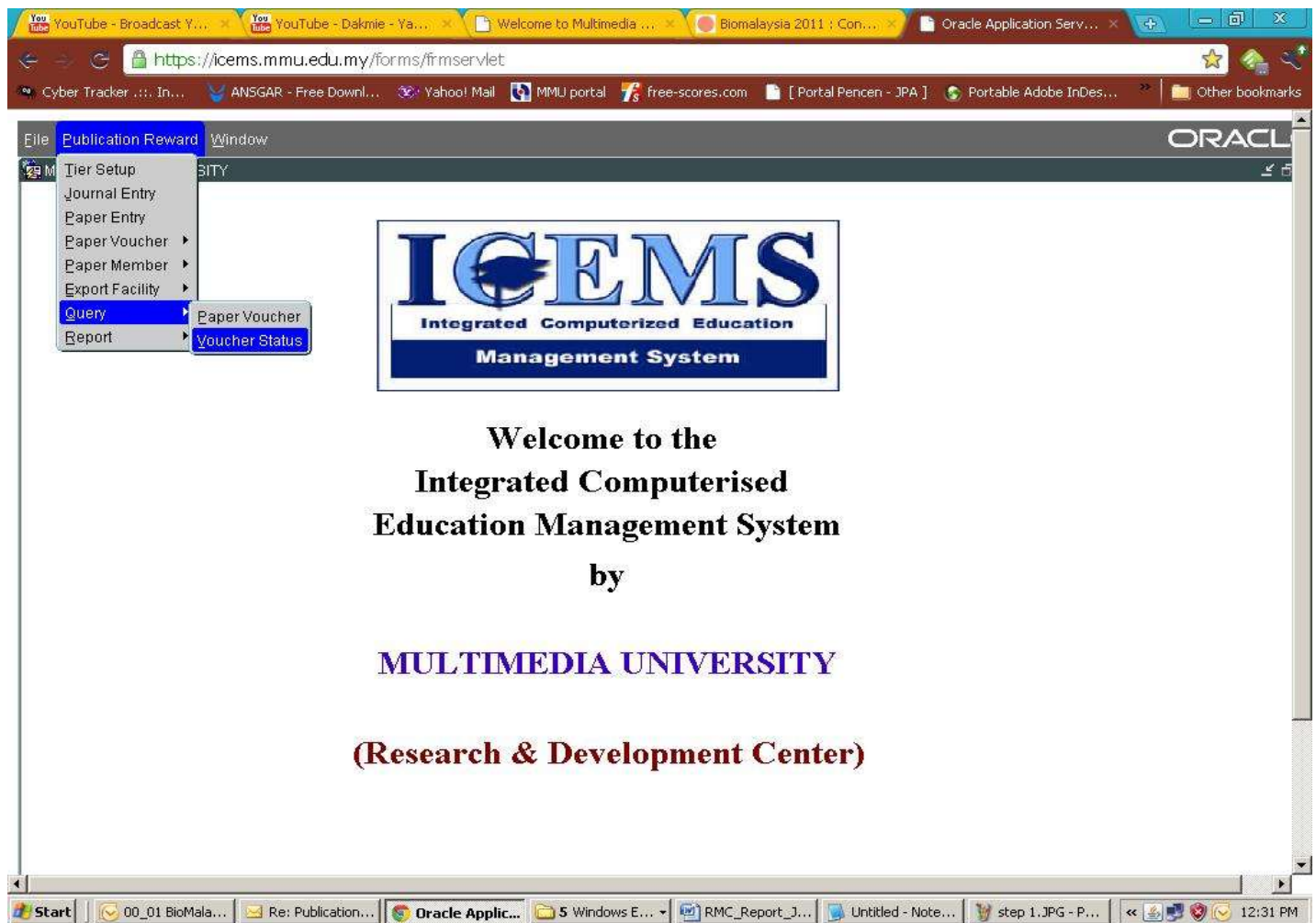


Guidelines to check the publication reward voucher status in ICEMS

1. Log into ICEMS **form and report** using your ICEMS login ID and password.
2. After login, click **system owner** on the menu bar and select **RMC** on the scroll down menu.

The screenshot displays a web browser window with the URL <https://icems.mmu.edu.my/forms/frmservlet>. The browser's address bar and tabs are visible at the top. The main content area shows the ICEMS application interface. The top navigation bar includes 'System', 'Financial', 'Student', 'General Admin', 'System Owner', 'Registration Day Only', 'Timetable', 'Testing', and 'Window'. The 'System Owner' menu is open, showing a list of options: ANS, BU, CADP, CIRDE, CISR, CQAE, DBA, ER, ECM, EIN, EIT, EMD, EOE, EOM, EET, EIST, HRM, ICEMS, IPS, ISSU, MBA, MARCOMM, NTU, PRES, **RMC**, SECURITY, SOSC, STAD, UAAM, and UMSB. The 'RMC' option is highlighted in blue. On the left side of the application, there are three large blue buttons labeled 'Financial Module', 'Student Module', and 'Administration'. The background of the application page features the ICEMS logo and text: 'Integrated Computerized Student Management System', 'Developed by MIS Unit, Multimedia University, Malaysia', and 'Info. Technology Services, Multimedia University, Malaysia'. The Windows taskbar at the bottom shows the Start button, several open applications (including '00_01 BioMalaysia...', 'Re: Publication Re...', 'Oracle Applicati...', '5 Windows Explorer', 'RMC_Report_July ...', and 'Untitled - Notepad'), and the system clock showing 12:30 PM.



3. The page will appear like the above picture, click **publication reward** and on the scroll down menu, select **query**, and then select **voucher status**.

Management System

Multimedia University

Username ANIZAISMAIL Date 28-JUN-2011

Author ID

Faculty

Paper ID	Paper Title	Voucher Total	Voucher Used	Voucher Balance	Expiry Date

Paper ID:

Voucher No	Voucher Amt	Claim?

Query Exit

4. A screen will appear, on the screen, look for **query** at the bottom of the screen and double click the button.
5. Clicking **query** will display all your information regarding your papers and status of the vouchers.

ICEMS
Integrated Grants and Education
Management System

JOURNAL - VOUCHER QUERY
(FW401.fmb)

MMU
Multimedia University

Username ANIZA/SMAIL Date 28-JUN-2011

Author ID 1991003093 LAI MING MING

Faculty B01000000 FACULTY OF MANAGEMENT

Paper ID	Paper Title	Voucher Total	Voucher Used	Voucher Balance	Expiry Date
JP20090001	AN EMPIRICAL INVESTIGATION ON DETERMINANTS OF EXECUTIV	500.00	.00	500.00	14-JUL-2012
JP20100023	EVALUATING MUTUAL FUND PERFORMANCE IN AN EMERGING AS	1,000.00	.00	1,000.00	06-OCT-2012
JP20110010	AN INVESTIGATION OF BOARD DIRECTORS' ABSENCE AND ITS DI	500.00	.00	500.00	17-MAR-2013

Paper ID: JP20090001

Voucher No	Voucher Amt	Claim?
JP20090001/V0001	50.00	N
JP20090001/V0002	50.00	N
JP20090001/V0003	50.00	N
JP20090001/V0004	50.00	N
JP20090001/V0005	50.00	N
JP20090001/V0006	50.00	N
JP20090001/V0007	50.00	N
JP20090001/V0008	50.00	N
JP20090001/V0009	50.00	N
JP20090001/V0010	50.00	N

Query Exit

Start | 00_01 BioMala... | Re: Publication... | Oracle Applic... | 5 Windows E... | RMC_Report_J... | Untitled - Note... | step 2.JPG - P... | 12:34 PM