

Introduction on MySIS, QMplus and QM email

MySIS

- 1) MySIS is QM's student management system, from where you could check your details, module and transcript. Its website is mysis.qmul.ac.uk.
- 2) MySIS, QMplus and QM email share the same username and password. The account is sent to your BUPT email together with your QM student number. Normally it starts with ee... or JP... Once you change the password, it will synchronize automatically between the three systems. (you might also get an account with your student number as username. Remember that is a temporary one and it does not work with QMplus)
- 3) You need to re-enrol on SIS at the beginning of EACH academic year (starting from September and ends at June), otherwise you won't be enrolled on the modules of that academic year, or submit coursework on QMplus. Don't wait until you need to submit coursework on QMplus.
- 4) Also, at the beginning of each academic year, you will be required (by email) to check your transcript on SIS with your BUPT one to report any error or mistake on it. You must do it, as it will take some time to amend it and could affect your application for postgraduate study.

QMplus

- 1) QMplus is the online virtual learning environment used by QM staff and students. You could download ppts, materials, submit coursework and access to QM library, etc. on QMplus. It is website is qplus.qmul.ac.uk. It shares the same account as MySIS.
- 2) Each academic year, after you re-enrol on SIS, the modules you are going to take will show on QMplus automatically within 24 hours. If you could not find your module on QMplus, please check whether you have re-enrolled or not on SIS.
- 3) You need to contact the lecturer if you have problem on a particular module. For example, you cannot find the module or cannot submit coursework. Their contact details could also be found on QMplus.

Email

- 1) You will also get a QM email when you come to JP. It will be sent to you together with the QM student number and account.

- 2) QM staff will email you to your QM email address. Do check it regularly. You could link it with your BUPT email or your personal email.
- 3) You could login your email by the link on QMplus or go to <http://mail.qmul.ac.uk/> using your college account. Or you could download Office 365 following the instructions sent by IT service to you.
- 4) You are required to reset your password by IT service for your security. You need to follow the instructions sent to you and reset it in time. Your new password will be synchronized with your SIS and QMplus account automatically. So you just have one password for the three systems.

If you forget your password, you could reset it at www.its.qmul.ac.uk/verify/. But remember we cannot guarantee how long it will take for you get the new password. So don't wait until the last minute, especially when you need to submit the coursework.

If you have any questions over the three systems, you could contact Ms Maggie Li (y.m.li@qmul.ac.uk).