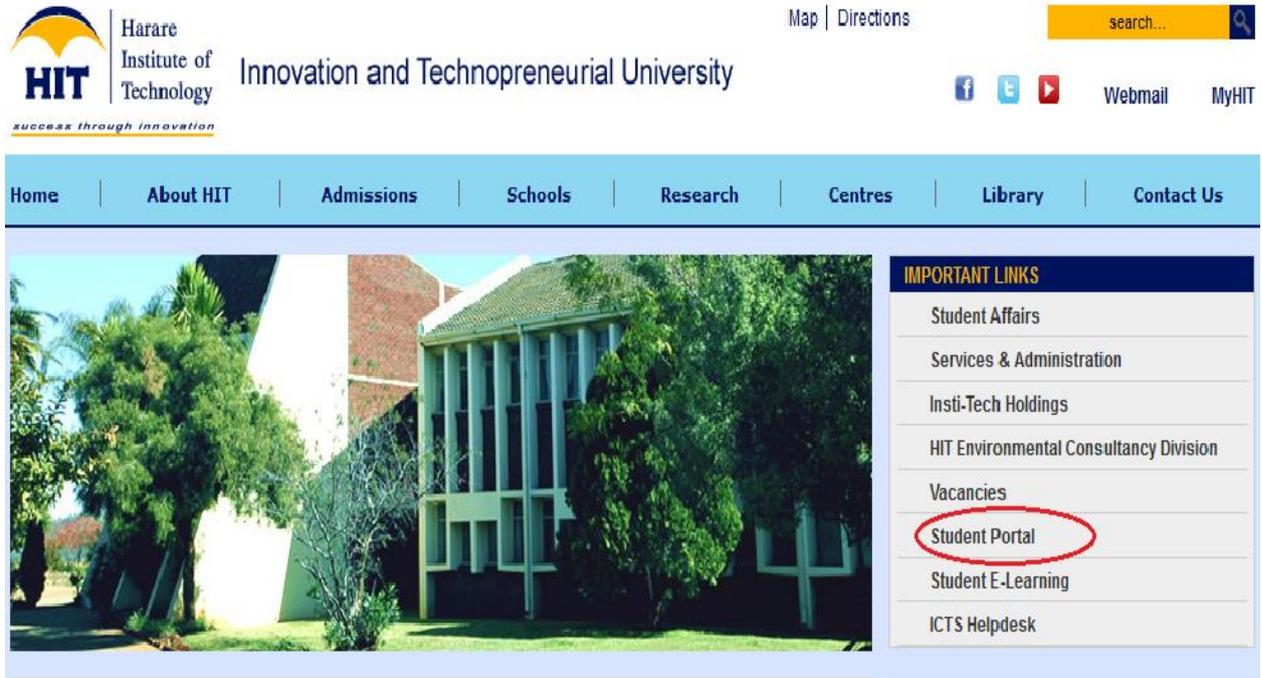


Steps to create Student Portal Account

Step 1

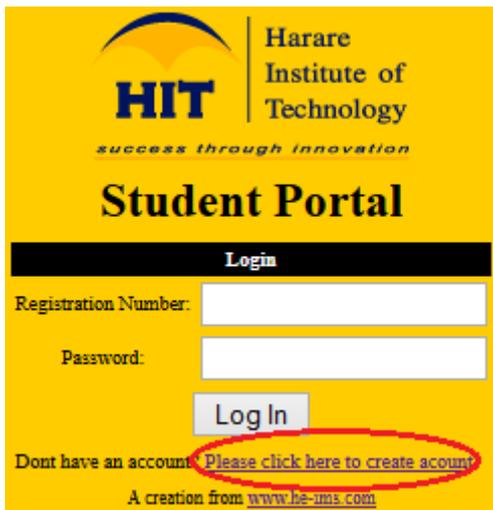
Open your Internet browser, go to HIT website (<http://www.hit.ac.zw/>) and click on **Student Portal** link under **IMPORTANT LINKS**



The screenshot shows the Harare Institute of Technology (HIT) website homepage. The header includes the HIT logo, the text "Harare Institute of Technology Innovation and Technopreneurial University", a search bar, and social media icons. The navigation menu includes links for Home, About HIT, Admissions, Schools, Research, Centres, Library, and Contact Us. A large image of a building is displayed. On the right side, there is a section titled "IMPORTANT LINKS" with a list of links: Student Affairs, Services & Administration, Insti-Tech Holdings, HIT Environmental Consultancy Division, Vacancies, Student Portal (circled in red), Student E-Learning, and ICTS Helpdesk.

Step 2

Click on **Please click here to create account** link



The screenshot shows the Student Portal login page. The page features the HIT logo and the text "Harare Institute of Technology success through innovation". Below the logo is the text "Student Portal". There is a "Login" section with a "Registration Number:" field and a "Password:" field. A "Log In" button is present. At the bottom, there is a link "Please click here to create account" which is circled in red. The footer text reads "A creation from www.be-ims.com".

Step 3

Enter your Registration Number & Surname and click on *Next* button

Student Portal Account Creation	
Step 1	
Registration Number	<input type="text"/>
Surname	<input type="text"/>
<input type="button" value="Next >>"/>	

Step 4

Enter your preferred password and click on *Create Account* button. You will be notified that you have successfully created your Student Portal Account.

Account Creation	
Final Stage	
Student Registration Number	regnumber
Surname	Student
First Names:	Test
Current Programme	BACHELOR OF TECHNOLOGY HONOURS DEGREE IN COMPUTER SCIENCE
Create Login Details	
Preferred Password	<input type="password" value="••••••••"/>
Repeat Preferred Password	<input type="password" value="••••••••"/>
<input type="button" value="Create Account"/>	

Step 5

Login with your Registration Number and Password as created above.
Enter your Personal Details and click on *Click To Save* button

Update Personal Details	
Date of Birth	Day <input type="text" value="25"/> Month <input type="text" value="December"/> Year <input type="text" value="1990"/>
Title	<input type="text" value="Mr"/>
Religion	<input type="text" value="Christianity"/>
Sex	<input type="text" value="Male"/>
Marital Status	<input type="text" value="Single"/>
<input type="button" value="Click To Save"/>	

Step 6

Enter your Nationality Data and click on *Save Changes* button

Nationality Data	
Nationality	Zimbabwe
Place Of Birth	Masvingo
Citizenship	Zimbabwe
Permanent of Zim	Yes
<input type="button" value="Save Changes"/>	

Step 7

Enter your Contact Details and click on *Save Changes* button

Address while on vacation, or home address	
E.g. 44 Nkulumane Street Gwanda Zimbabwe	
Contact Phone Number:	263771 123 456
Email Address:	regnumber@hit.ac.zw
<input type="button" value="Save Changes"/>	

Step 8

Enter your National ID and click on *Save National ID*

Update National ID	
Enter your Zimbabwe National ID in the format XX-YYYYYYYY-Z-AA e.g. 27-141959-D-27. Make sure you dont put spaces.	
National ID	<input type="text" value="27-141959-D-27"/>
<input type="button" value="Save National ID"/>	

Step 9

Inside the Student Portal - Navigate the links to view your current registration, Personal Information and Contact Details



You are logged in as **regnumber (Test Student)**

Home
Personal Info
Finance Data
Contact Details
Registration Record
Examination Timetable
Results Profile
Change Password
Log-out

Your current registration record

Programme: BACHELOR OF TECHNOLOGY HONOURS DEGREE IN COMPUTER SCIENCE/Conventional
Part 1 Semester 1

Count	Course Code	Course Full Name
1	HIT110	Technopreneurship I
2	ICS111	Computer Programming in C
3	EEE113	Analogue Electronics
4	EEE114	Analogue Electronics Laboratory
5	ICS112	Operating Systems
6	ICS113	Logic Design & Switching Circuits
7	ICS114	Mathematical Foundations of Computer Science
8	IST110	Technical Communication skills I

Harare Institute of Technology