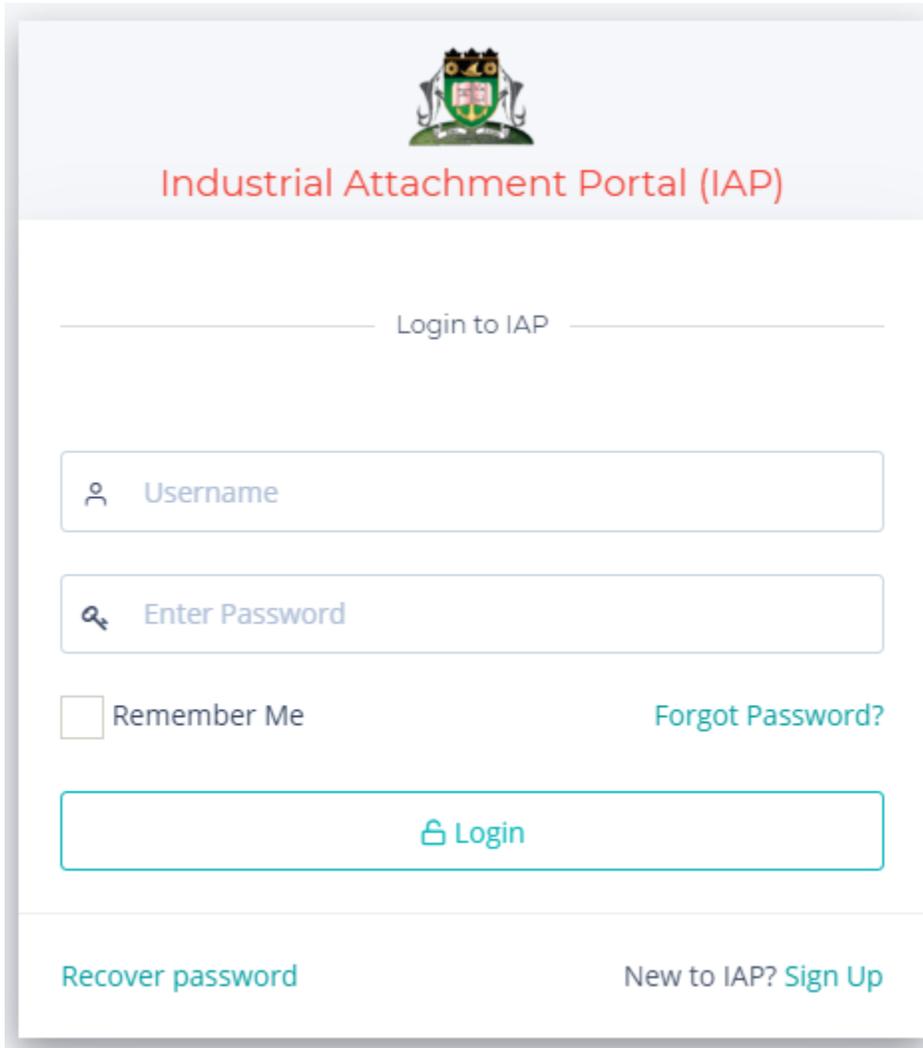


ACCESSING THE INDUSTRIAL ATTACHMENT PORTAL

1. Open any web browser
2. Type `iap.tum.ac.ke` on the address bar



Industrial Attachment Portal (IAP)

Login to IAP

Username

Enter Password

Remember Me [Forgot Password?](#)

[Login](#)

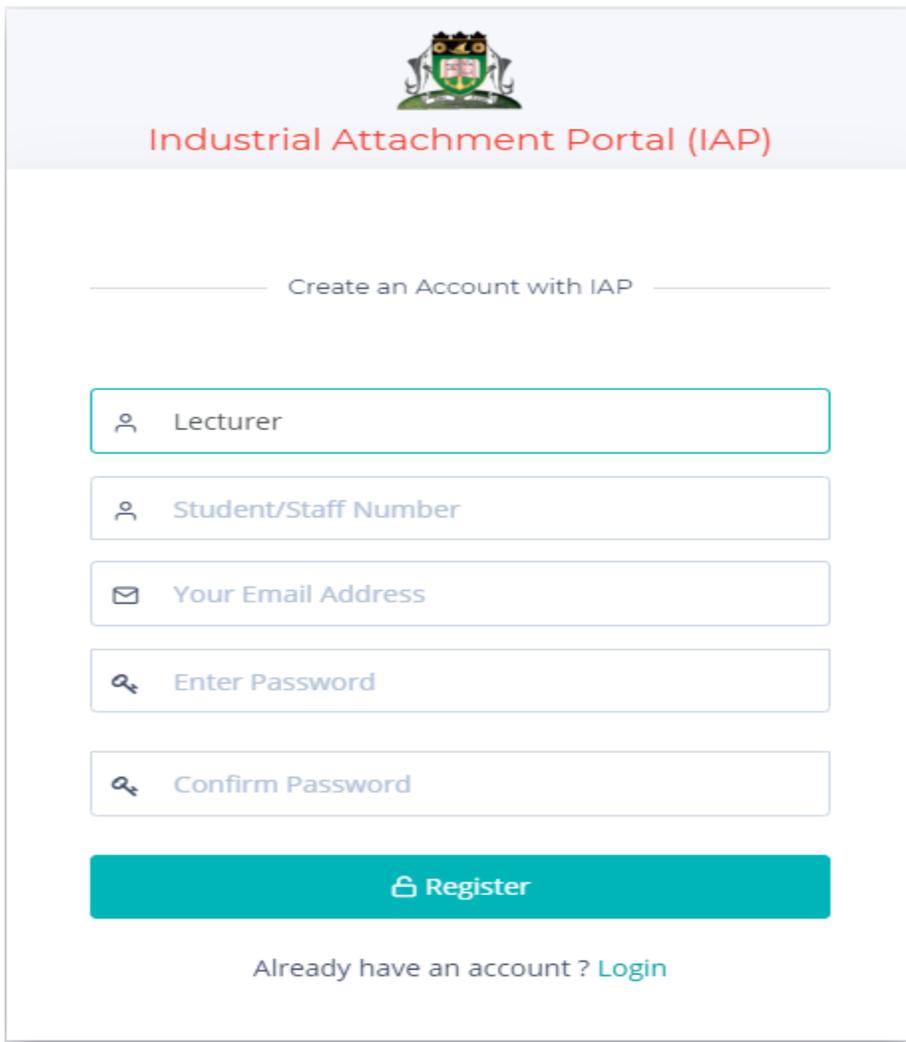
[Recover password](#) [New to IAP? Sign Up](#)

If you already have an account jump to **LOGIN INTO TUM IAP PORTAL** section below otherwise continue creating an account if you are a lecturer.

CREATING AN ACCOUNT WITH TUM IAP PORTAL

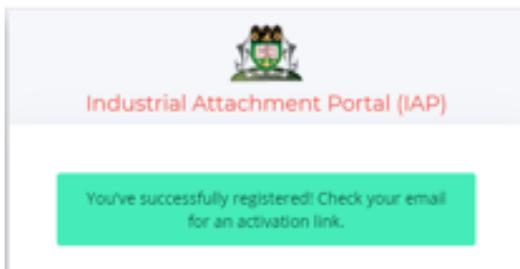
1. Click on [Sign Up](#) link on the lower right corner of the login screen.
2. Fill all the fields of the form below and click on Register button to submit the registration details
 - a. Select Lecturer in the first field
 - b. For student/staff Number enter a valid staff number

- c. For email enter a valid email that you can access



The screenshot shows the registration page for the Industrial Attachment Portal (IAP). At the top, there is a crest logo and the text "Industrial Attachment Portal (IAP)". Below this, a heading reads "Create an Account with IAP". The form consists of several input fields: "Lecturer" (with a person icon), "Student/Staff Number" (with a person icon), "Your Email Address" (with an envelope icon), "Enter Password" (with a key icon), and "Confirm Password" (with a key icon). A prominent teal "Register" button is located below the password fields. At the bottom of the form, there is a link that says "Already have an account ? Login".

3. Once successfully registered, you will get the message below telling you to open your email and activate your account.



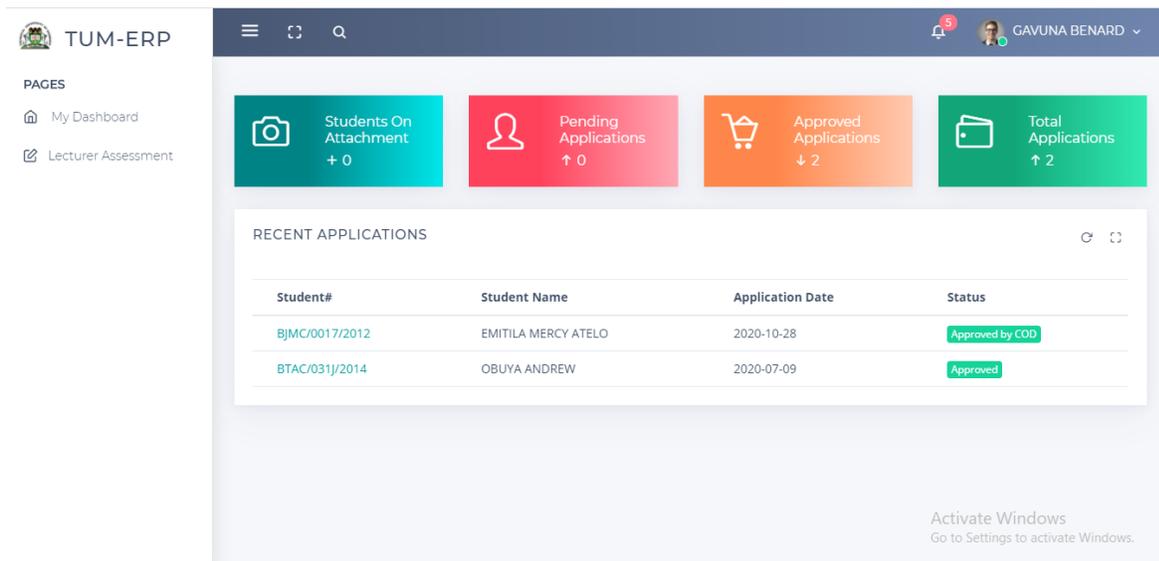
4. Access your email address and click on the link to activate your new account login for confirmation. Until this is done the login will not be active.

LOGIN INTO TUM IAP PORTAL

1. Enter your staff number as username
2. Enter your National ID as password
3. Click login button
4. If successfully you will be redirected to the lecturer dashboard as shown below.

LECTURER DASHBOARD

1. Once you login as a lecturer, you get the below dashboard
2. At a glance you can see the recent students who have been allocated to you



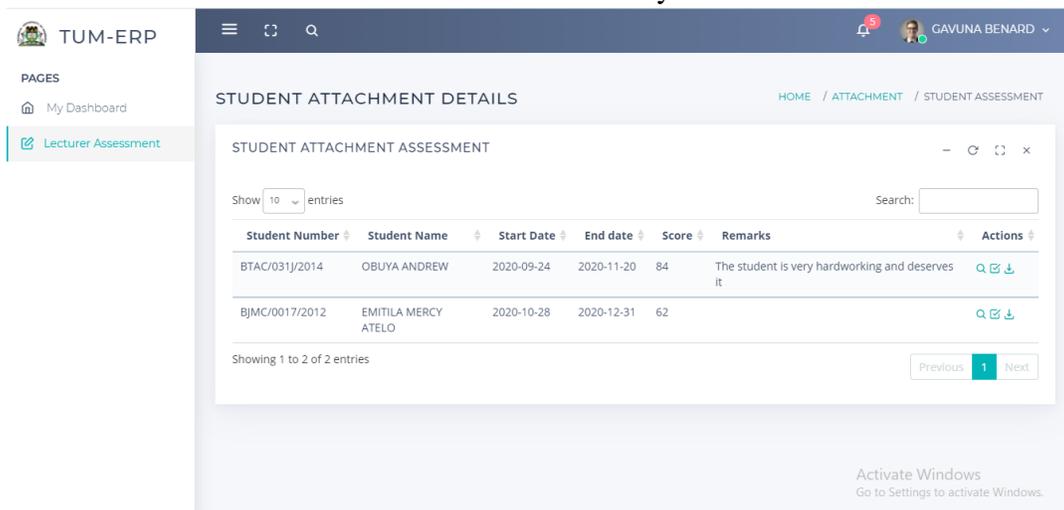
The screenshot shows the TUM-ERP Lecturer Dashboard. The top navigation bar includes the TUM-ERP logo, a search icon, and the user profile 'GAVUNA BENARD'. The dashboard features four main cards: 'Students On Attachment' (0), 'Pending Applications' (0), 'Approved Applications' (2), and 'Total Applications' (2). Below these is a 'RECENT APPLICATIONS' table with the following data:

Student#	Student Name	Application Date	Status
BJMC/0017/2012	EMITILA MERCY ATELO	2020-10-28	Approved by COD
BTAC/031J/2014	OBUYA ANDREW	2020-07-09	Approved

An 'Activate Windows' watermark is visible at the bottom right of the dashboard.

STUDENT ASSESSMENT BY LECTURER

1. Click on Lecturer Assessment link from the left of your screen



The screenshot shows the 'STUDENT ATTACHMENT ASSESSMENT' page in the TUM-ERP system. The page title is 'STUDENT ATTACHMENT DETAILS' and the breadcrumb trail is 'HOME / ATTACHMENT / STUDENT ASSESSMENT'. The main content area is titled 'STUDENT ATTACHMENT ASSESSMENT' and includes a search bar and a table with the following data:

Student Number	Student Name	Start Date	End date	Score	Remarks	Actions
BTAC/031J/2014	OBUYA ANDREW	2020-09-24	2020-11-20	84	The student is very hardworking and deserves it	🔍 📄 📄
BJMC/0017/2012	EMITILA MERCY ATELO	2020-10-28	2020-12-31	62		🔍 📄 📄

The page shows 'Showing 1 to 2 of 2 entries' and includes 'Previous', '1', and 'Next' navigation buttons. An 'Activate Windows' watermark is visible at the bottom right.

2. Click on the square button with a tick to add/edit student assessment

Student Assessment ×

Student Number: Student Name:

S/N	Assessment Criteria	Max. Marks	Marks Awarded	Remarks
1	Logbook Availability	1	<input type="text"/>	<input type="text"/>
2	Logbook Usage	1	<input type="text"/>	<input type="text"/>
3	Dressing - Suitability for job assigned	3	<input type="text"/>	<input type="text"/>
4	Reception of Supervisor by Attachee	2	<input type="text"/>	<input type="text"/>
5	Personality & Enthusiasm	2	<input type="text"/>	<input type="text"/>
6	Interpersonal Skills/Public Relations	3	<input type="text"/>	<input type="text"/>
7	Knowledge of Structure of attaching organization	3	<input type="text"/>	<input type="text"/>

3. Capture the marks awarded plus the remarks on the popup form
4. Click on Save Changes button to effect the changes.