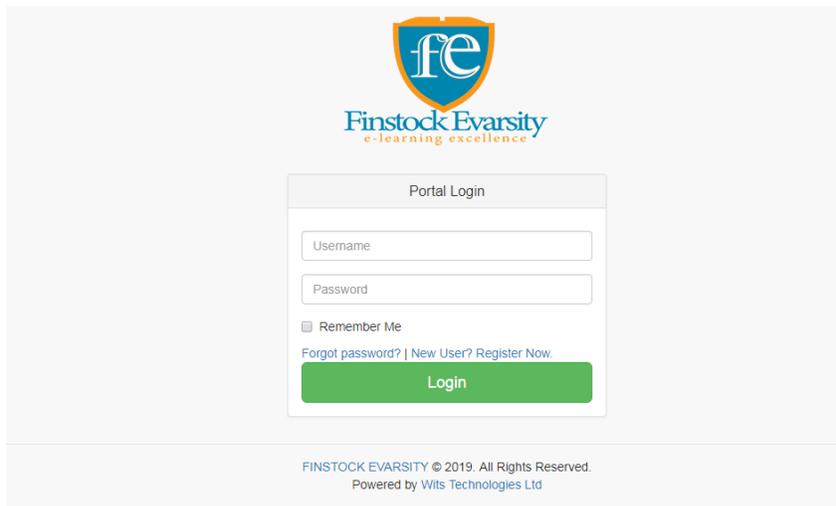


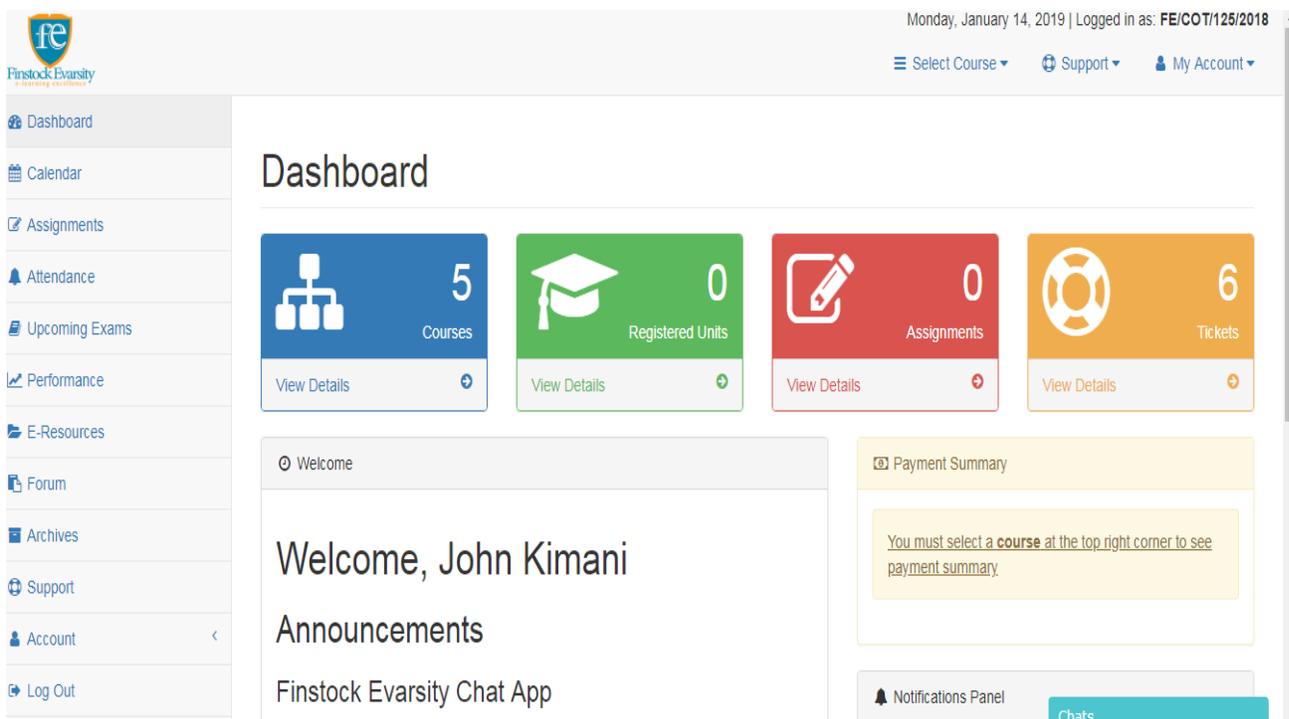
Step 1: This is the login page...Please use your student number and the password

Pictorial 1: Login page



Step 2: On successful login, you will see the dashboard as in pictorial 2

Pictorial 2: Dashboard



Step 3: The lower part of the dashboard contains the listing of courses under “your courses”

Pictorial 3: Your courses

The dashboard features a sidebar on the left with navigation links: Upcoming Exams, Performance, E-Resources, Forum, Archives, Support, Account, and Log Out. The main content area is divided into several sections:

- Top Navigation:** Four colored buttons for 'Courses' (blue), 'Registered Units' (green), 'Assignments' (red), and 'Tickets' (orange), each with a 'View Details' link and a plus icon.
- Welcome Section:** A 'Welcome, John Kimani' message followed by an 'Announcements' section. The announcement is for the 'Finstock Evarsity Chat App' with a link to the Google Play Store.
- Your Courses Section:** A list of courses with 'Register Units Now' links:
  - COT (Certified Online Training Course) Register Units Now
  - BSMA001 (Basics In Social Media Advertising) Register Units Now
  - CFE (Certified Fraud Examiner) Register Units Now
  - CISA (Certified Information Systems Auditors) Register Units Now
  - CEH (Certified Ethical Hacker) Register Units Now
- Payment Summary:** A yellow box with the text: "You must select a course at the top right corner to see payment summary."
- Notifications Panel:** A list of login notifications with timestamps ranging from 2 minutes to 7 days ago.
- Chats:** A teal button labeled 'Chats' at the bottom right.

Step 4: Assuming your course is “certified Information Systems Auditor Course”, click on the “Register Units Now”. You will see the following page.

a) Pictorial 4: Register Units Now

The 'My Courses' page displays the following information:

- Course Details:** A sidebar on the left with links for Course Outline, Register Now, Course Units, Course Work, Calendar, Assignments, Attendance, Upcoming Exams, Performance, E-Resources, Forum, and Archives.
- Units Registration:** The main heading for the course.
- CERTIFIED INFORMATION SYSTEMS AUDITORS CISA:** The course title.
- Units available for this course:** A note stating "Registration period is currently open until May 10, 2019".
- Registration Table:** A table with columns: #, UnitID, Unit Name, Tuition Fee, Year/Semester, Request Status, and a checkbox.
 

#	UnitID	Unit Name	Tuition Fee	Year/Semester	Request Status	<input type="checkbox"/>
1	CISA001	Process Of Auditing Information Systems	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
2	CISA002	Governance And Management IT	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
3	CISA003	Information Systems Acquisition, Development And Implementation	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
4	CISA004	Information Systems Operations, Maintenance And Service Management	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
5	CISA005	Protection Of Information Assets	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
- Registration Summary:** A box at the bottom right showing "With selected units:" followed by a dropdown menu set to "Register" and a red "REQUEST" button.

Before registration of units, the request status (1) will be “ blank”,.

You will therefore be required to click on the selection (2) if you wish to register for all units

b) Pictorial 5: How to Register all Units

## My Courses

### Units Registration

#### CERTIFIED INFORMATION SYSTEMS AUDITORS CISA

Units available for this course

Registration period is currently open until May 10, 2019

#	UnitID	Unit Name	Tuition Fee	Year/Semester	Request Status	<input checked="" type="checkbox"/>
1	CISA001	Process Of Auditing Information Systems	KES 12,000.00	1st yr/1st trimester		<input checked="" type="checkbox"/>
2	CISA002	Governance And Management IT	KES 12,000.00	1st yr/1st trimester		<input checked="" type="checkbox"/>
3	CISA003	Information Systems Acquisition, Development And Implementation	KES 12,000.00	1st yr/1st trimester		<input checked="" type="checkbox"/>
4	CISA004	Information Systems Operations, Maintenance And Service Management	KES 12,000.00	1st yr/1st trimester		<input checked="" type="checkbox"/>
5	CISA005	Protection Of Information Assets	KES 12,000.00	1st yr/1st trimester		<input checked="" type="checkbox"/>

With selected units: Register

or click on one unit only, for example, “CISA001” incase you plan to undertake few units or just one unit.

c) Pictorial 6 : How to register a few units

## My Courses

### Units Registration

#### CERTIFIED INFORMATION SYSTEMS AUDITORS CISA

Units available for this course

Registration period is currently open until May 10, 2019

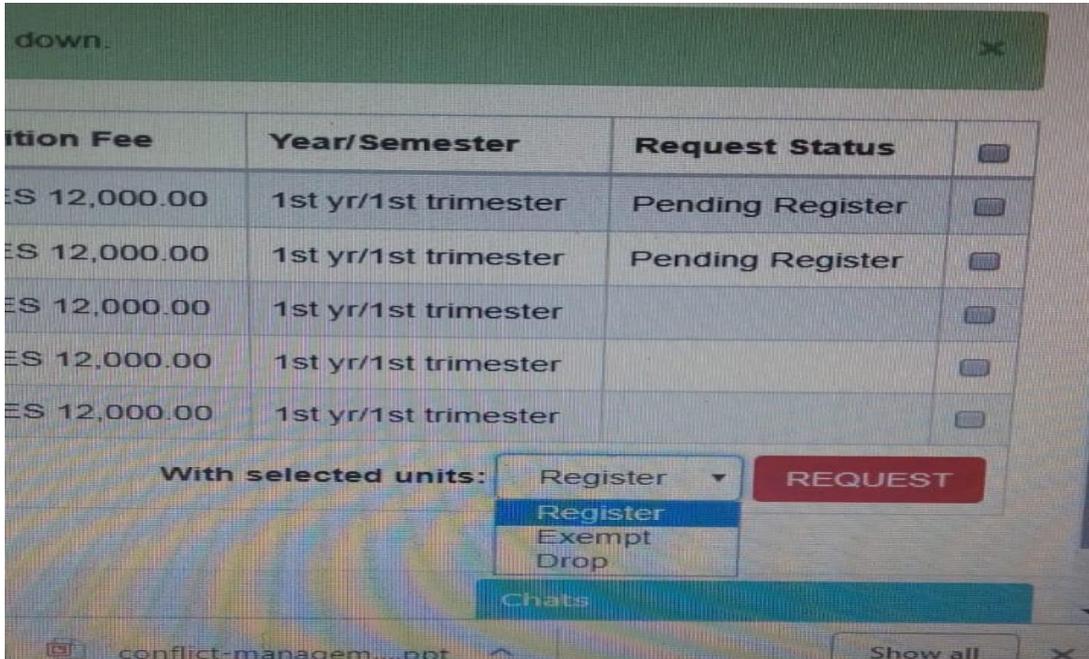
#	UnitID	Unit Name	Tuition Fee	Year/Semester	Request Status	<input type="checkbox"/>
1	CISA001	Process Of Auditing Information Systems	KES 12,000.00	1st yr/1st trimester		<input checked="" type="checkbox"/>
2	CISA002	Governance And Management IT	KES 12,000.00	1st yr/1st trimester		<input checked="" type="checkbox"/>
3	CISA003	Information Systems Acquisition, Development And Implementation	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
4	CISA004	Information Systems Operations, Maintenance And Service Management	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
5	CISA005	Protection Of Information Assets	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>

With selected units: Register

d) Other options other than “register”, i.e “exempt”, “Drop”

Pictorial 7 : Register, Exempt, Drop

Note that you can request to “Register”, “ Exempt”, or “Drop” selected units



When you click on “request”, you get directed to this page. Registering for units automatically sends a fee breakdown to your email.

e) Pictorial : submitting a “register” request

## Units Registration

### CERTIFIED INFORMATION SYSTEMS AUDITORS CISA

Units available for this course

Registration period is currently open until May 10, 2019

👍 The request to register the selected units has been submitted. Check your email for the fee break down. ✕

#	UnitID	Unit Name	Tuition Fee	Year/Semester	Request Status	
1	CISA001	Process Of Auditing Information Systems	KES 12,000.00	1st yr/1st trimester	Pending Register	<input type="checkbox"/>
2	CISA002	Governance And Management IT	KES 12,000.00	1st yr/1st trimester	Pending Register	<input type="checkbox"/>
3	CISA003	Information Systems Acquisition, Development And Implementation	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
4	CISA004	Information Systems Operations, Maintenance And Service Management	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>
5	CISA005	Protection Of Information Assets	KES 12,000.00	1st yr/1st trimester		<input type="checkbox"/>

With selected units: Register



Step 5: Back to Dashboard to make payments

Pictorial : Back to dashboard

Monday, January 14, 2019 | Logged in as: FE/COT/125/20

Select Course Support My Account

Dashboard Course Details Course Outline Register Now Course Units Course Work Calendar Assignments Attendance Upcoming Exams

### My Courses

#### Units Registration

CERTIFIED INFORMATION SYSTEMS AUDITORS CISA

Units available for this course

Registration period is currently open until May 10, 2019

#	UnitID	Unit Name	Tuition Fee	Year/Semester	Request Status
1	CISA001	Process Of Auditing Information Systems	KES 12,000.00	1st yr/1st trimester	Pending Register
2	CISA002	Governance And Management IT	KES 12,000.00	1st yr/1st trimester	Pending Register
3	CISA003	Information Systems Acquisition, Development And Implementation	KES 12,000.00	1st yr/1st trimester	Pending Register

Step 6: Making Payments

The payment summary reflects what is due after taking into account the registered units.

If you are unable to see the “payment summary”, click on “Select Course” and choose the course that you require payment summary for.

Pictorial: How to make payments

Monday, January 14, 2019 | Logged in as: FE/COT/125/2018

Select Course Support My Account

### Dashboard

5 Courses 0 Registered Units 0 Assignments 6 Tickets

Welcome, John Kimani

Announcements

Payment Summary - CISA

Payment Status: UNPAID

Full Course Fees: KES 147,500.00

Fees for registered units: KES 71,000.00

Total Fees Paid: KES 0.00

Total Fees Due: KES 71,000.00

Step 7: Deciding the amount to pay

The amount to be paid can be between 1000 and the total “Fees for Registered Units”. In this example, one can pay kes 1000, or any amount above ksh1,000, (say ksh 1,000, ksh 20,000, or even kes 71,000).

Pictorial : Payment Dialogue box

**Payment Status: UNPAID**

**Full Course Fees:** KES 147,500.00

**Fees for registered units:** KES 71,000.00

**Total Fees Paid:** KES 0.00

**Total Fees Due:** KES 71,000.00

1

The least you can pay is 1,000

[Pay Now](#)

 Notifications Panel

 Login (197.232.21.174) 8 minute(s) ago

**Payment Status: UNPAID**

**Full Course Fees:** KES 147,500.00

**Fees for registered units:** KES 71,000.00

**Total Fees Paid:** KES 0.00

**Total Fees Due:** KES 71,000.00

1000

You are about to pay 1000

[Pay Now](#)

Step 8: Deciding on payment options

Once the amount has been typed in the space indicated by the arrow, click “pay now”. You will get three payment options.

# You are about to pay KES 1,000.00

## Select a payment method

For M-Pesa payment, use Lipa na M-Pesa Express instructions below for a simplified mobile payment.

1. Ensure you have access to your phone.
2. Click on the "Lipa na M-Pesa Express" icon. If successful, M-Pesa will push a PIN request to your phone.
3. Go to your phone screen and enter either your screen pattern or password.
4. You can now see the popup message from M-Pesa requesting you to enter your M-Pesa PIN.
5. Enter your M-Pesa PIN and then click OK.
6. You will receive M-Pesa SMS showing that you have successfully paid FINSTOCK EVARSITY

If not successful in above, click on "Lipa na M-Pesa Manual" icon for manual instructions on how to pay using the normal Lipa na M-Pesa procedure.

For card payments (Visa or Mastercard) please click on below "PesaPal Card/Mobile" icon and follow instructions.

<h3>Lipa na M-Pesa Express</h3>	<h3>Lipa na M-Pesa Manual</h3>	<h3>PesaPal Card/Mobile</h3>
<p>New, simplified and secure way to make express m-pesa payment (single step verification).</p>	<p>We still support the old way to make m-pesa payment using lipa na m-pesa instructions.</p>	<p>Easiest and secure way to make payment using debit/credit card and other options.</p>
		
<a href="#">Pay Now</a>	<a href="#">Pay Now</a>	<a href="#">Pay Now</a>
	<a href="#">Go Back</a>	
		

Incase, none of the methods don't fit what you are looking for, you can click "Go Back" , exit the system and make payments using ;

**i) Our Ksh bank account;**

Acc: 0150270748060

Account name: Finstock Evarsity Limited.

Bank: Equity Bank Ltd

Bank code: 68

Scan or take a picture of the deposit slip and send it to 0703313722 via whatsapp.

- ii) Simply use paybill 566339 and indicate your student number as your account number and whatsapp the transaction message to 0703313722.
- iii) Use eazzyapp to make the transfer to Equity account number 0150270748060
- iv) Use dahabshil and send us the transfer message
- v) Paypal and Eazypay will be coming soon.