

# TEACHER'S GUIDE

## Import / Restore course in KALAM

**Import Course** The same lecture is teaching the same course in the last semester



**Step 1**

**Step 2**

Scan QR guide for more detail

SCAN QR  
GUIDE

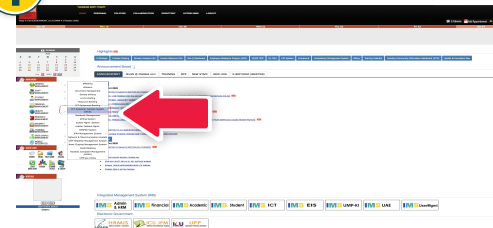
IMPORT COURSE



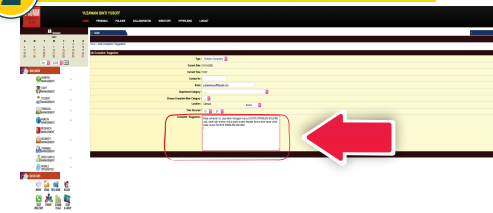
### Grant Access

If you were not the lecturer who taught the course for last semester, you will not be able to import the course from previous semester. Therefore, you need to request a permission by login to e-comm and make a report to ICCS.

#### 1 Login e-comm >> general management



#### 2 General management >> ICCS

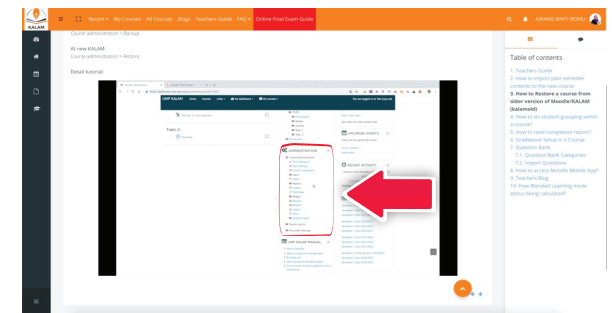


#### Example Report :

This semester, I will be teaching the DCI1013 PROBLEM SOLVING course. So, I would like to apply for grant access to last semester course for course code DCI1013 PROBLEM SOLVING.

### Get the Backup and Restore the course

Contact the lecturer who taught last semester and get the backup folder created by the Lecturer from the KALAM system.



Turn editing ON setting option **RESTORE**.

Select Backup Folder that has been saved in PC / Pendrive/Google Drive ect.



ONLINE  
courses