

MANUAL PENGGUNA UNTUK PELAJAR POLITEKNIK KOTA BHARU

DISEDIAKAN OLEH :
UNIT SISTEM TEKNOLOGI MAKLUMAT, PKB

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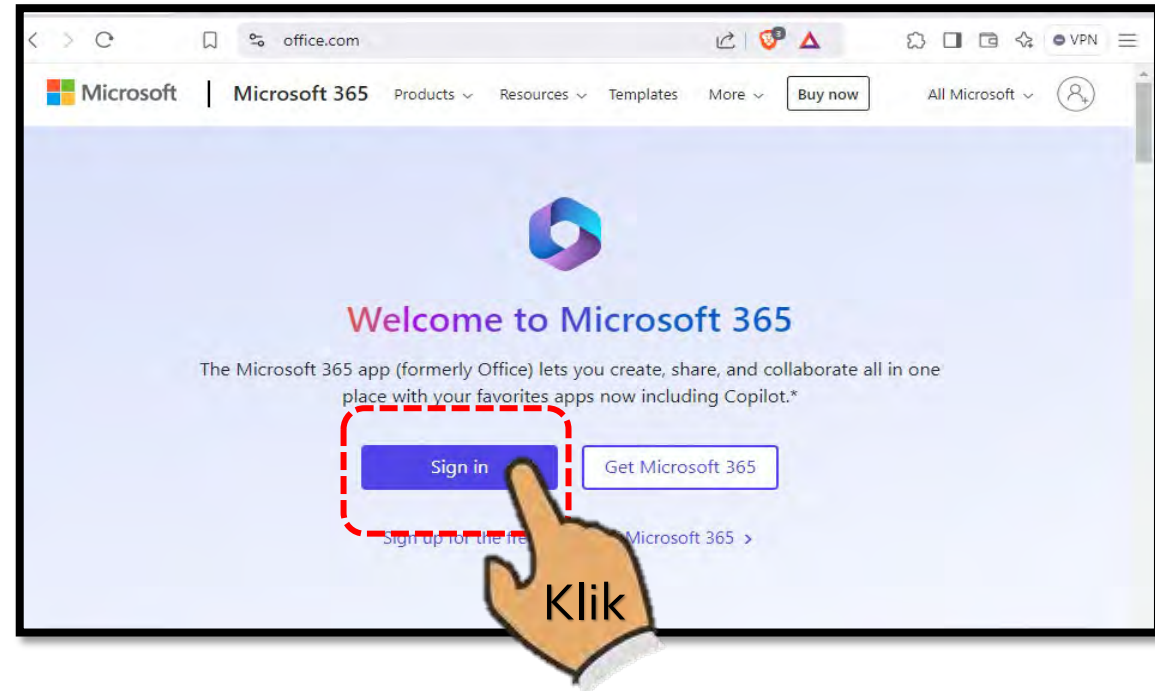
- OFFICE 365
- GWFE
- CIDOS
- WIFI EDUROAM

A. CARA LOGIN AKAUN MICROSOFT OFFICE 365

LANGKAH 1 : Layari <https://www.office.com/>



LANGKAH 2 :



LANGKAH 3 : Masukkan Username >> Klik Next >> Masukkan Password >> Klik Next>>

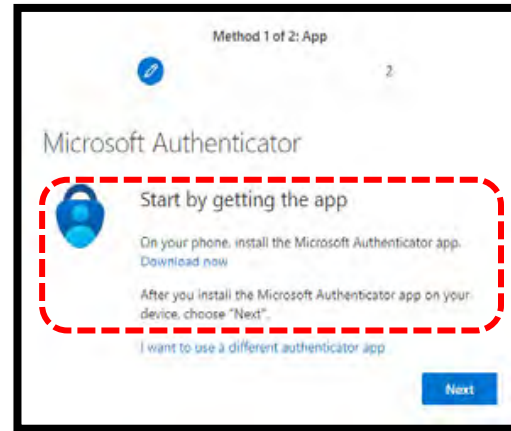
Username/ Emel : nomatrik@pkb.edu.my

Password: Passpkb@2026

B. CARA PASANG MICROSOFT AUTHENTICATOR PADA AKAUN MICROSOFT OFFICE 365

LANGKAH 4:

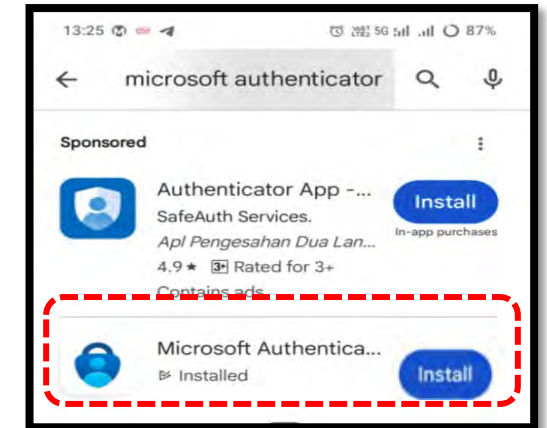
- 1 Cara Install Microsoft Authenticator – Di gambar seperti di bawah jangan klik Next selagi belum Install Microsoft Authenticator. (paparan di PC/Laptop)



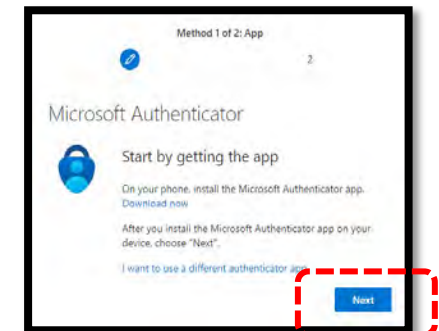
- 2 Buat carian **Microsoft Authenticator** di Playstore (ANDROID) @ Appstore (IOS) dan klik install (paparan mobile phone)



- 3 Klik Scan QR Code → klik next pada step nombor 3. (paparan mobile phone)

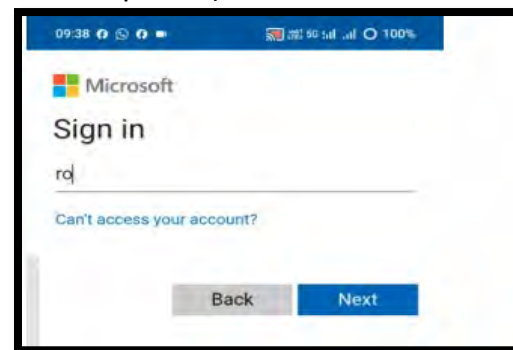


- 4 Setelah selesai install Ms Authenticator di mobile phone, Kembali kepada paparan PC/Laptop, Klik Next pada paparan 1.



- 7 Approve sign in request
Open your Authenticator app, and enter the number shown to sign in.
56 UJI
No numbers in your app? Make sure to upgrade to the latest version.
Masukkan nombor (56) ke dalam Microsoft Authenticator untuk pengesahan (paparan di PC/Laptop)

- 6 Di paparan ini isikan Emel dan password office 365 (paparan mobile phone)



- 5 Scan QR Code menggunakan Microsoft Authenticator App



A. CARA LOGIN AKAUN EMAIL GOOGLE WORKSPACE (GWFE)

LANGKAH 1: Mohon Login di <https://mail.google.com/>

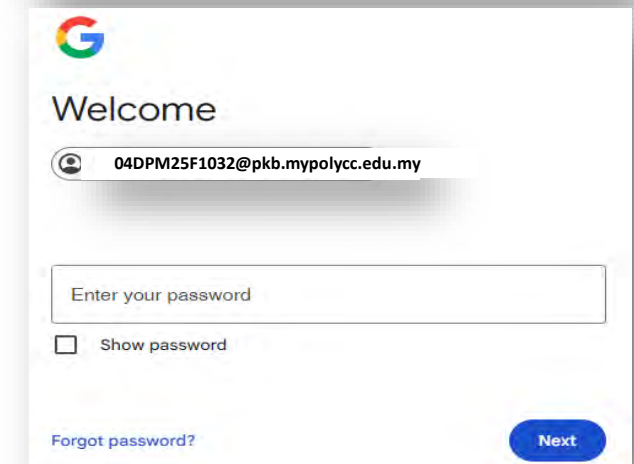
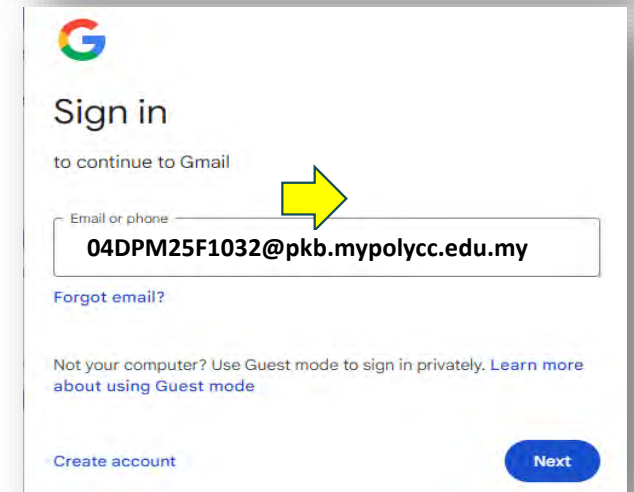
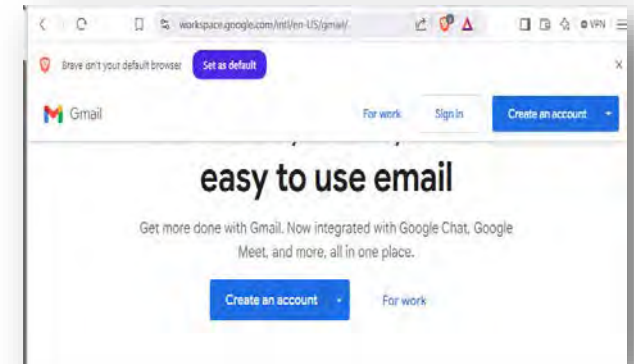
LANGKAH 2: Masukkan

Email : NOMATRIK@pkb.mypolycc.edu.my

(cth: 04DPM25F1032@pkb.mypolycc.edu.my)

Password: Passpkb@2026

LANGKAH 3: Mohon laksanakan **2-Step Verification**
(verify emel peribadi dan nombor telefon)



C. CARA LOGIN CIDOS

LANGKAH 1: Taip

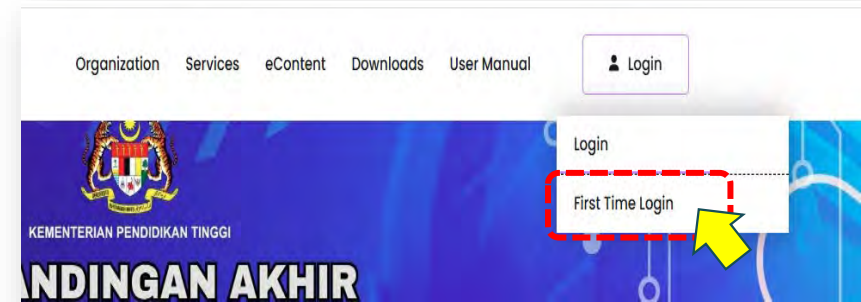
<https://polycc.cidos.edu.my/>

LANGKAH 2:

Klik pada LOGIN → FIRST TIME LOGIN → Bagi permulaan pendaftaran

LANGKAH 3: Isi semua maklumat yang diperlukan, pastikan isi semua maklumat dengan lengkap dan ingat Password yang diisi semasa pendaftaran CIDOS. Di ruangan emel guna NOMATRIK@pkb.mypolycc.edu.my (sila pastikan emel ini adalah aktif dan storan email tidak penuh)

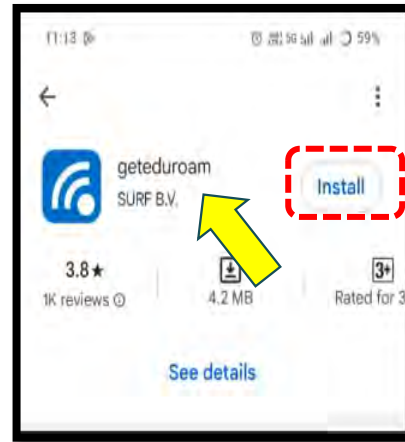
LANGKAH 4: Emel pengesahan akan dihantar ke emel yang didaftarkan di Langkah 3.

A screenshot of the 'First Time Login' form. The title 'First Time Login' is at the top in white on a purple background. Below it, the text 'Please provide your account details' is in small white font. The form has several input fields: 'Student' (with '1234' entered), a field with '04DPM23F0100', and a field with '04DPM23F0100@pkb.mypolycc.edu.my'. There are two password fields, each with a red dashed box around it and a red exclamation mark icon. A blue arrow points from the first password field to the text 'Passpkb@2026' below. A purple 'Submit' button is at the bottom right.

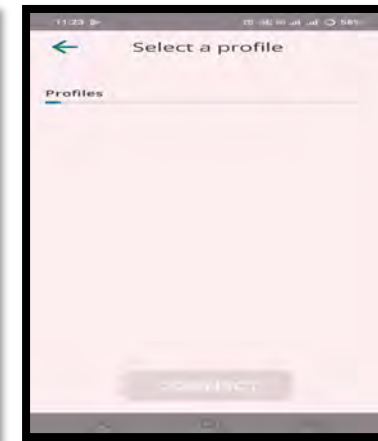
Passpkb@2026

C. CARA LOGIN EDUROAM

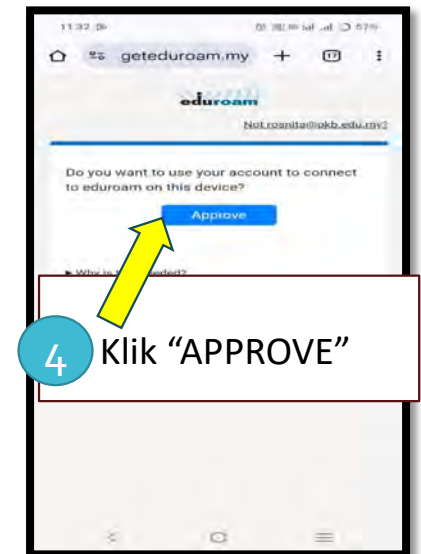
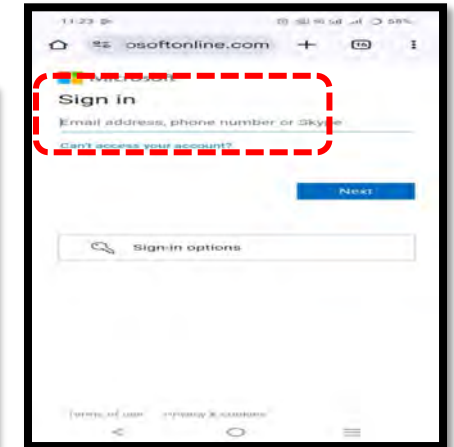
- 1 Cara INSTALL EDUROAM :-
Dapatkan apps geteduroam
dari PLAYstore @ ios Store →
klik "INSTALL"



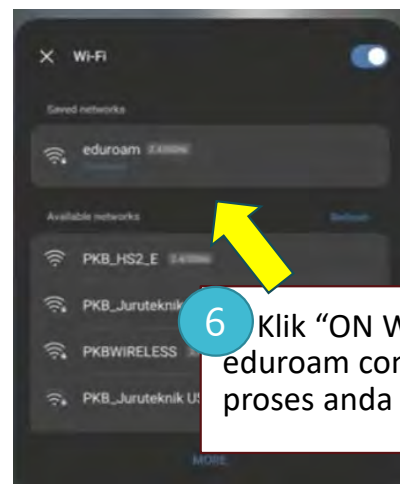
- 2 Buka apps geteduroam →
Buat Carian "Politeknik Kota
Baru" @ PKB → Klik pada
"Politeknik Kota Bharu" (apps
eduroam akan terus membuat
connection ke Microsoft
Office)



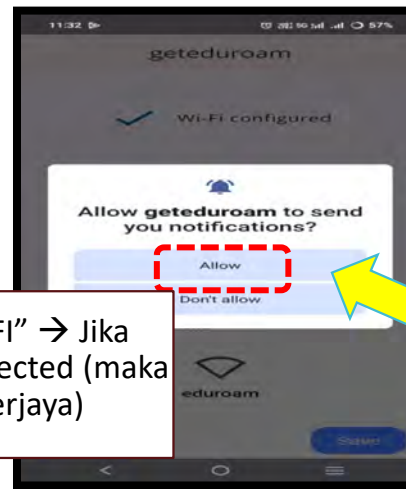
- 3 Masukkan maklumat berikut (sila
pastikan akaun Office 365 telah disahkan
(verification):
Emel : **nomatrik@pkb.edu.my**
Password: **Passpkb@2026**



- 4 Klik "APPROVE"



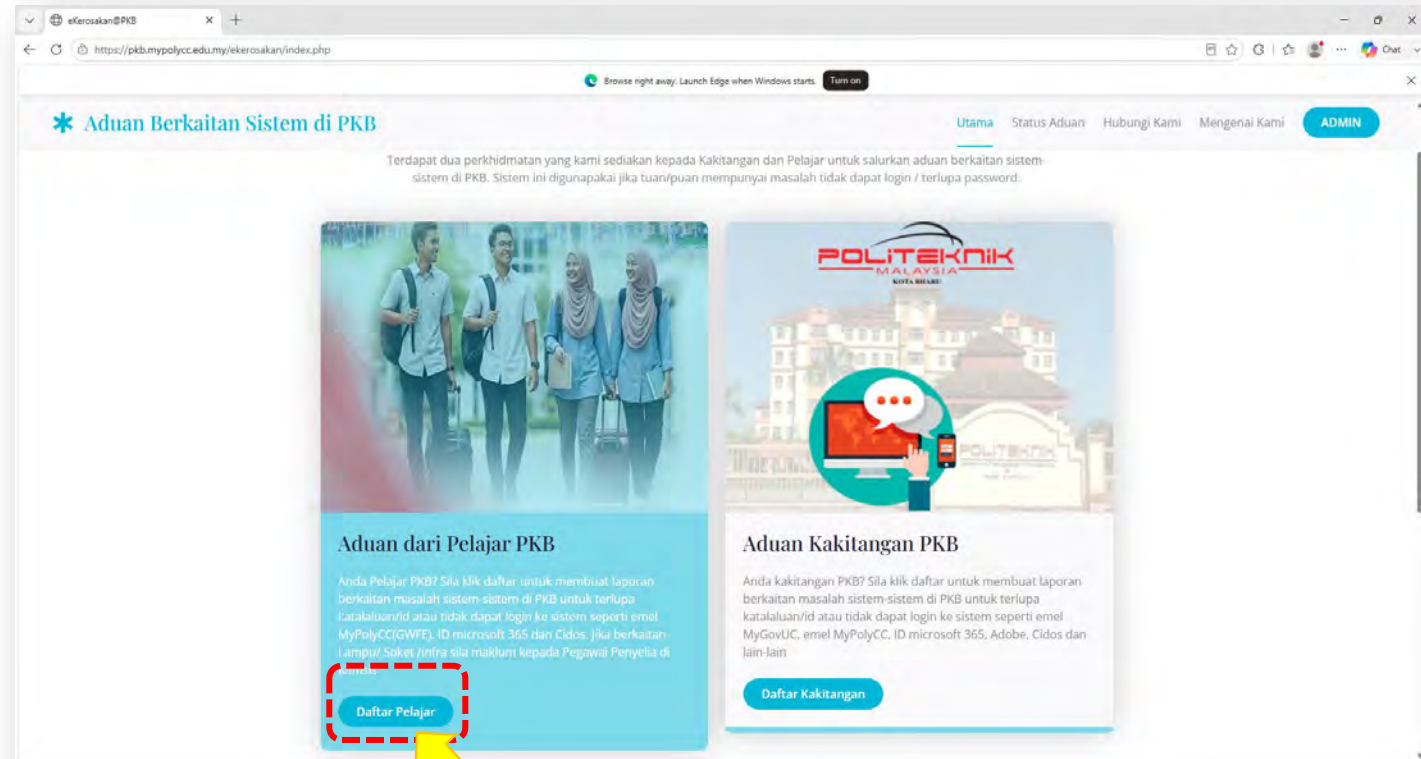
- 6 Klik "ON WIFI" → Jika
eduroam connected (maka
proses anda Berjaya)



- 5 Klik "ALLOW"

D. MEJA BANTUAN

<https://pkb.mypolycc.edu.my/ekerosakan/index.php>



Sebarang aduan masalah sistem, sila
buat aduan di sistem **e-Kerosakkan** PKB