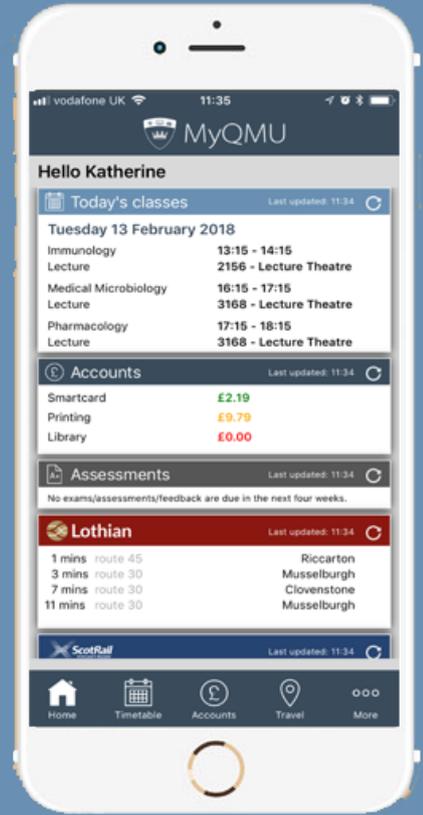
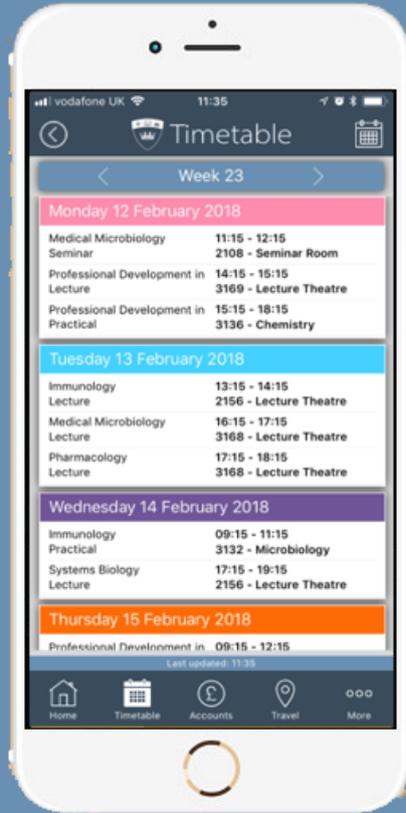
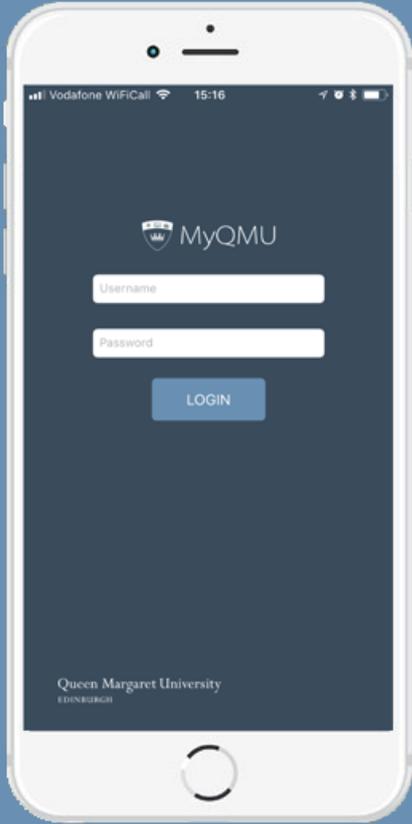


Instruction Guide



MyQMU



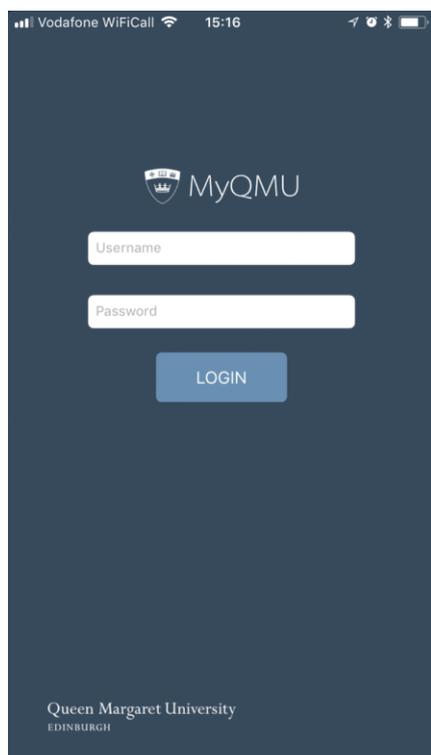
DEV IT

MyQMU – Dedicated Mobile

We are delighted to bring you your newly created, dedicated mobile app for Android and Apple IOS.

We pride ourselves on the fact the usability of the new app shouldn't require explanation, however, please find below a full overview of MyQMU, where to find it, how to use it and which features you will find in it.

Download now (click on the icon below):



Login

You must matriculate before using the app.

When you open the app you will be prompted to enter a Username and password. **This is the same username and password you use to access the QMU PC's and network.**

You can use the app with any internet connection. Your username and password will be stored on your phone in encrypted format.

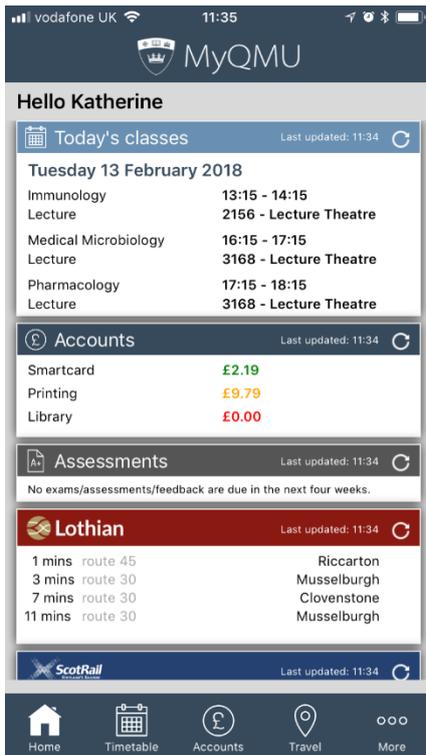
The next time you open the app you will not be asked for your username and password. If you want to secure the app from access go to the More page and tap on the Logout button.

Each page has a main title bar at the top with the name of the page and a menu bar at the bottom to select other pages.

Working Offline

When you first open the app you will be asked for your username and password. Once logged in you will remain logged in until you specifically logout using the Logout button on the more page. You can close the app and reopen the app without having to login again.

Some of your data will be stored on the phone in encrypted form. While you are logged in you can continue to use the app even if you have no internet connection including viewing your entire years timetable. You will be able to use all functions of the app with the following exceptions.



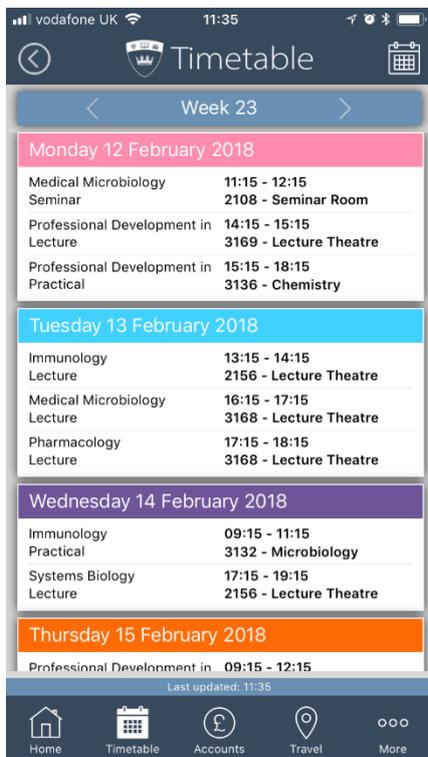
Train and bus times will not be updated, you will only be able to see 1875 menus for the week you were last online and your account balances will not update. If you logout you will not be able to use the app offline. Note that when the app is closed it does not do anything other than sleep.

Activity Wall

The first page you will see when opening the app is the myQMU home page. This page contains useful information for your day including ... Your Classes for Today. Balances for your Smartcard Cash, Printing, and Library fines. Assessments where your submission or feedback is due within the next four weeks. Travel information for Lothian bus and Scotrail train departures. Note this information is provided by Lothian Buses and National Rail and may not always be available.

Each of the sections or panels can be refreshed by tapping on the section title bar. The entire page can be refreshed by tapping on the Home button on the menu bar. You can also tap on the main panel of each section, that is the white area containing the information.

Tapping within each box will take you to more information about the section in the Activity Wall.



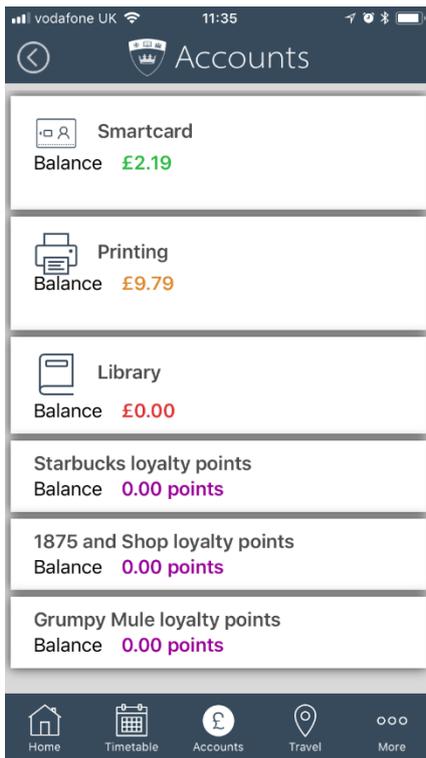
Timetable

The timetable page can be accessed by tapping on the Timetable menu option at the bottom of each page or by tapping the Today's Classes panel of the myQMU page.

This page will show each day of the week and the classes you have on that day together with the room you need to go to. You can select alternative weeks by tapping the forward and back arrows beneath the Title bar.

The week number will be shown between the arrows and tapping on the week number will take you back to the current week.

There is also a calendar button on the Title bar which you can tap to display a calendar. Use the calendar to navigate to the date you are interested in and tap on the date to switch to that week.



Accounts

This page displays the Cash balance on your Smartcard, your Printing balance and any Library fines you may have. It will also show you promotional loyalty point balances.

Click on each one of the balance panels to topup the account.

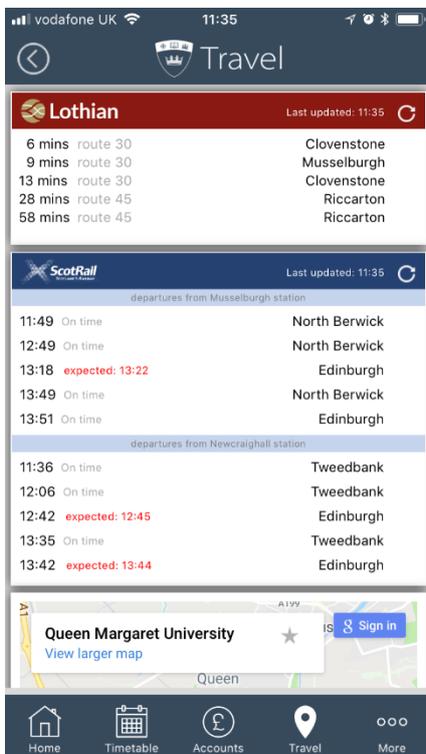
Top-up of the SmartCard is provided by our supplier Way2Pay, an dedicated app for QMU Way2Pay can be found here:

[QMU Way2Pay Apple IOS](#)

[QMU Way2Pay Android](#)

Top-up of the Printing account is provided by our supplier Papercut, a link to the mobile compatible, secure top up platform can be found here:

[PaperCut \(Print\) Topup](#)

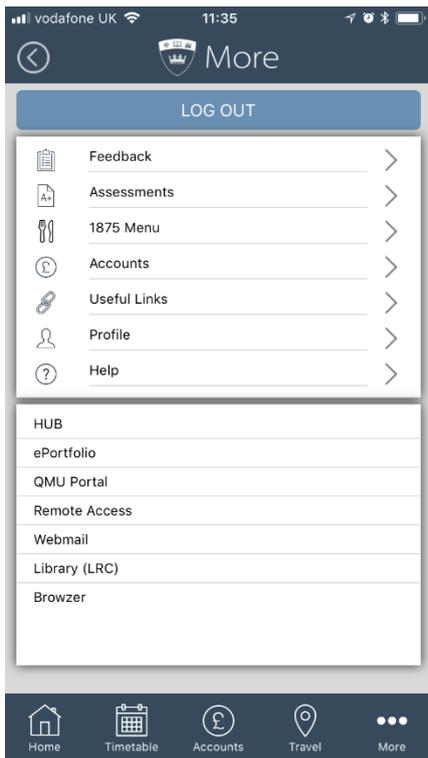


Travel

The travel page shows you upcoming departure times for Lothian buses and Scotrail trains.

The departures for the bus are from the QMU bus stop, the departures for the trains are shown from both Musselburgh and Newcraighall train stations.

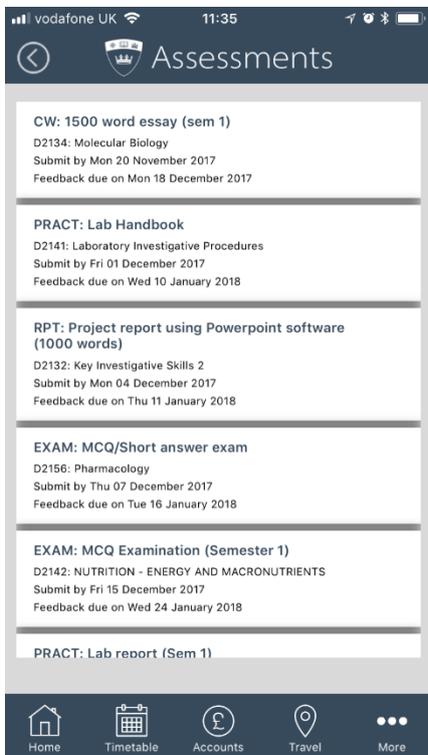
These services rely on external websites and may not always be available. Also shown is a Google Map showing the university location and allowing for directions to be obtained.



More

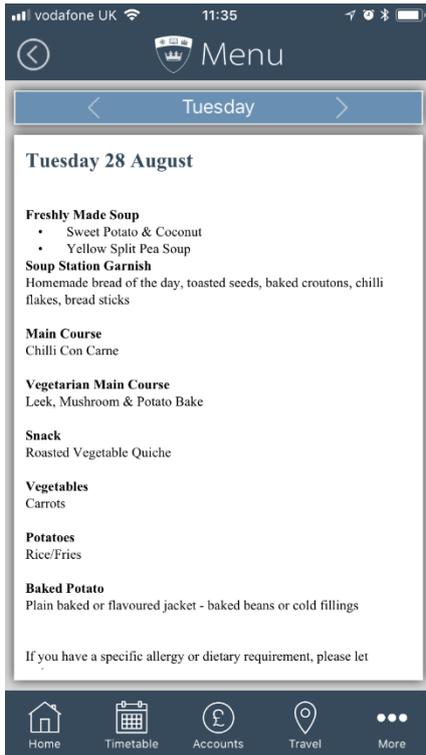
The More page will display options for further pages such as Attendances, Assessments, 1875 Menu, Useful Links etc.

You will also find here links to QMU apps such as HUB, Library, Student Portal, Webmail etc. Details of other pages accessed from the More page are given below.



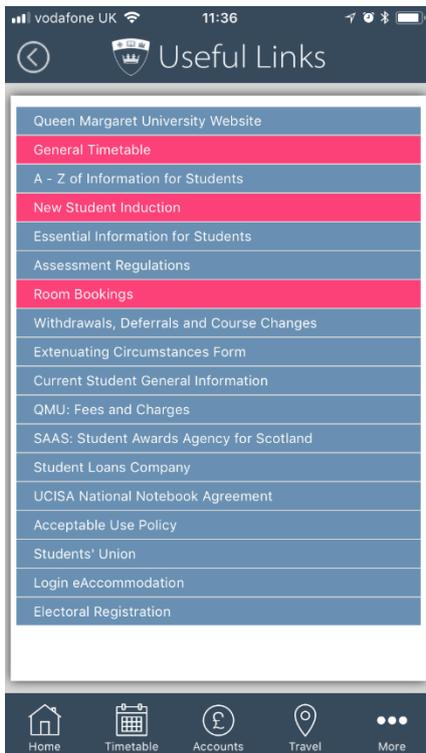
Assessments / Feedback

This page shows all the Assessments for your course for the current Academic year. It also shows you your feedback due date for each assessment return.



1875 Menu

This page has details of today's menu at 1875. You can browse through the menus for each day of the week.



Useful links

A list of useful links.

Feedback

We would love to hear your feedback, and enhancement suggestions, please use our online feedback form: <https://www.qmu.ac.uk/portal-feedback/>