



USER MANUAL

Integrated Art Management System *iAM-S Byzantine*

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1.0 Access to the System

1. Access to iAM-S can be made via <http://www.iAM-S.uitm.edu.my>.





2. Click the  button. The access screen will appear as below.

gesturz iAM-S
Integrated Art Management System
wholly managed by
Faculty of Art & Design

Log in to get started or [Sign Up](#)

☒ Staff ☐ Student ☐ Guest

 STAFF ID



 Password

☒ Remember Me

Note : For UiTM staff and students, please use staff/student portal id and password to access this application.

[Forgot password?](#) [Reset](#) [Submit](#)

- For UiTM staff and students, you can log in by using the same ID and password used for UiTM staff or student portal login.

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Log in to get started or [Sign Up](#)

☒ Staff
 ☐ Student
 ☐ Guest

1

2


☒ Remember Me


Note : For UiTM staff and students, please use staff/student portal id and password to access this application.

[Forgot password?](#)

3

4. For visitors and alumni of UiTM, kindly sign up by clicking the [Sign Up](#) link and fill-up the form to create a new account.


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Integrated Art Management System

Sign Up

👤

1

✉️

2

👤

3


🔒


4

🔒

5

6


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Integrated Art Management System

Sign Up

Successful! Data has been saved.

👤


✉️


👤

🔒

🔒

5. After sign-up is successful, visitors can log in to the system using the username and password which have been registered earlier.


 UNIVERSITI
TEKNOLOGI
MARA

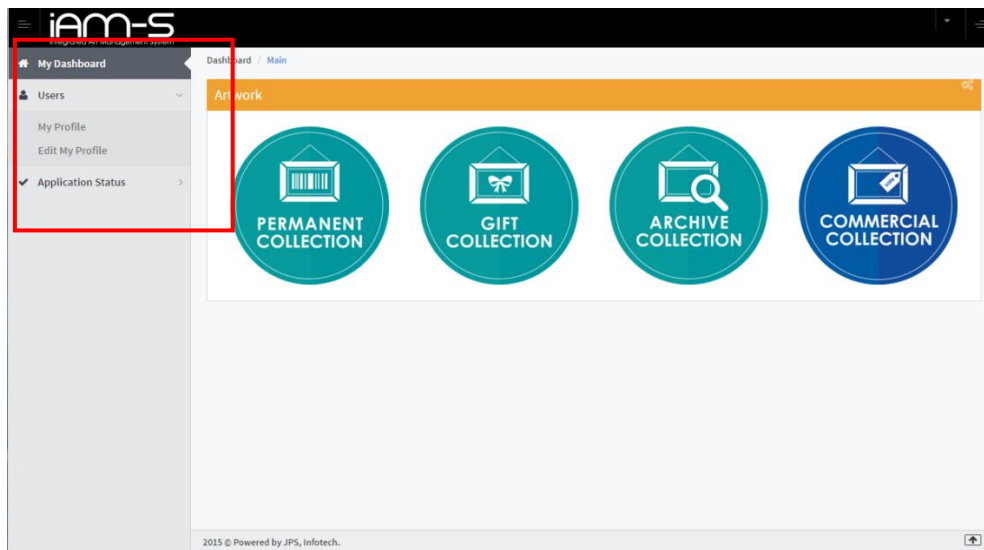

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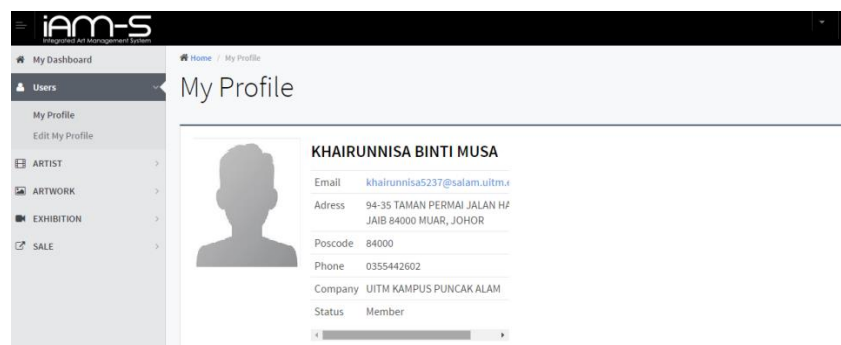
Integrated Art Management System
iAM-S Byzantine

2.0 System Menu

1. Once successfully logged to the system, below interface will be appeared on the screen. The menu available will be shown on the left bar of the interface.



2. The menu available are as listed below:
 - a. My Dashboard
To view all the artwork available by four (4) categories:
 - Permanent Collection
 - Gift Collection
 - Archive Collection
 - Commercial Collection
 - b. Users
 - i. My Profile
Display the user's information.



ii. **Edit My Profile**
Screen to update the user's information.

iAM-S
Dashboard / Edit My Personal Detail

Users
My Profile
Edit My Profile

ARTIST
ARTWORK
EXHIBITION
SALE

Name: KHAIRUNNISA BINTI MUSA
Email: khaiunnisa5237@salam.ultm.edu.my
Contact: 999 999 9999
Address 1:
Address 2:
Address 3:
Postcode: Country:
State: Johor City:
[edit profile](#)

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c. **Application Status**

i. **Loan**

To view the approval status for the loan item.

iAM-S
Home / Setting / Module List

Users
Application Status
Loan
Purchase

STATUS OF LOAN
10 records per page
Search...

IMAGE	DETAIL
	<p>TITLE: DI AMBANG KEPUPUSAN</p> <p>ARTIST: CHE SHAHBANI BIN CHE MAT</p> <p>APPLICATION STATUS: WFA WAITING FOR APPROVAL</p>

Showing 1 to 1 of 1 entries
[Previous](#) [Next](#)

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ii. **Sale**

To view the approval status for the purchase item.

iAM-S
Home / Application Status / Purchase

Users
Application Status
Loan
Purchase

STATUS OF PURCHASE
10 records per page
Search...

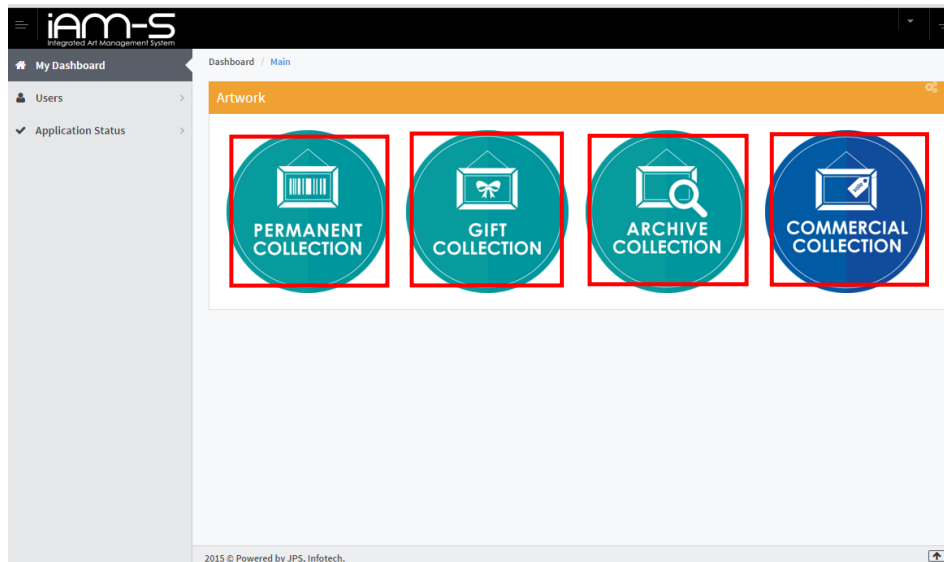
IMAGE	DETAIL
	<p>TITLE: EMBROIDERY</p> <p>ARTIST: ROSE DAHLINA BT RUSLI</p> <p>APPLICATION STATUS: WAITING FOR APPROVAL</p>

Showing 1 to 1 of 1 entries
[Previous](#) [Next](#)

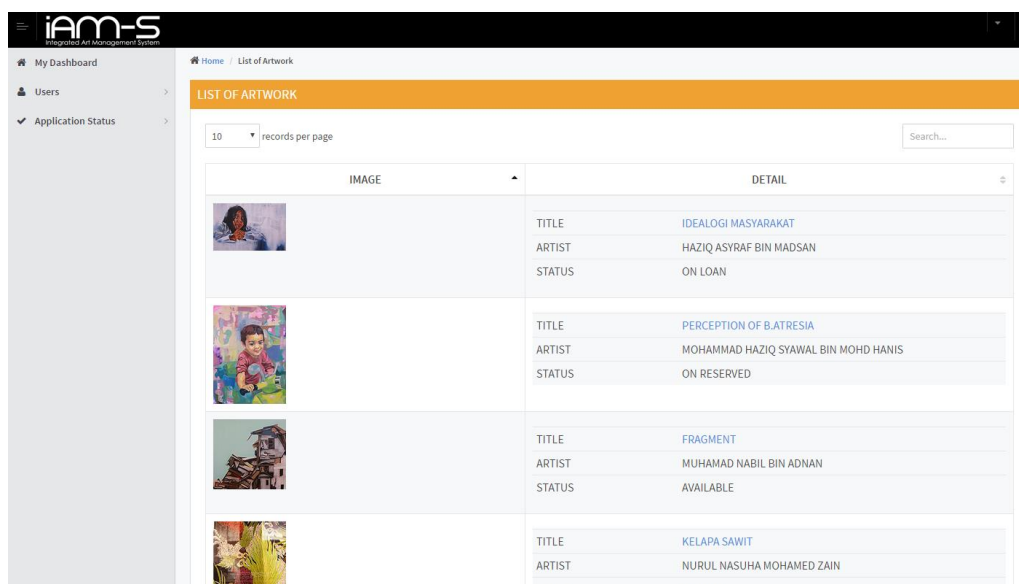
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3.0 Artwork

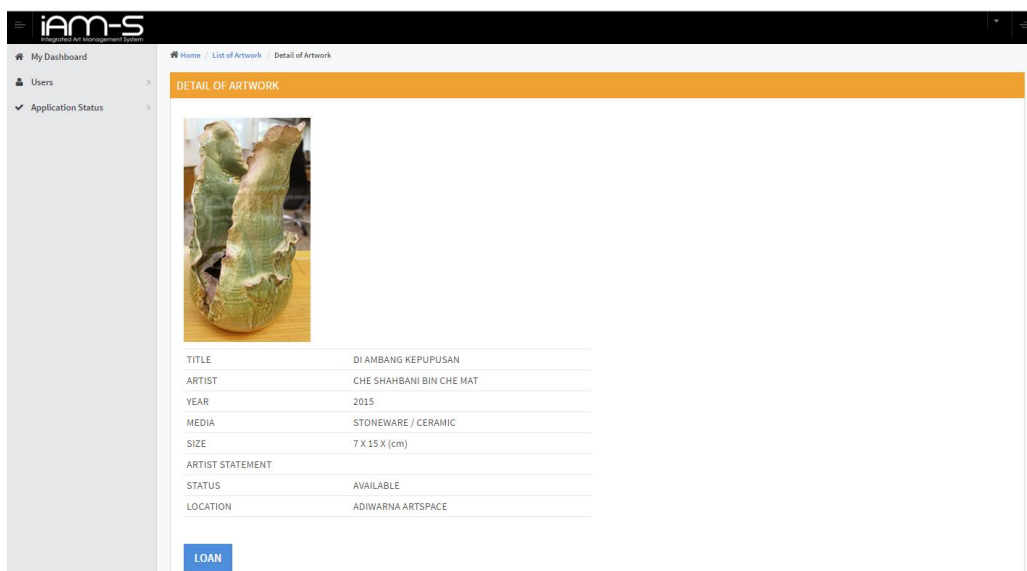
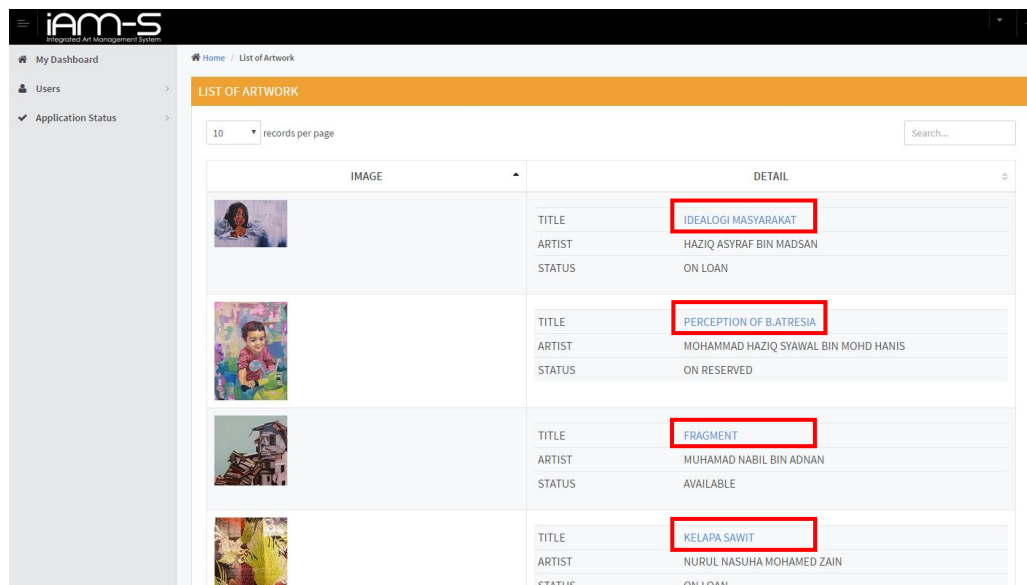
1. To view the artworks which are available, kindly click on the icon according to its category. For reproduction of images, sampling for research or academic purposes, kindly send the **artwork ID** to the administrator at art_gallery@salam.uitm.edu.my with supporting document (proof of study from relating institution) and application letter .



2. The list of the artwork will be displayed as below.

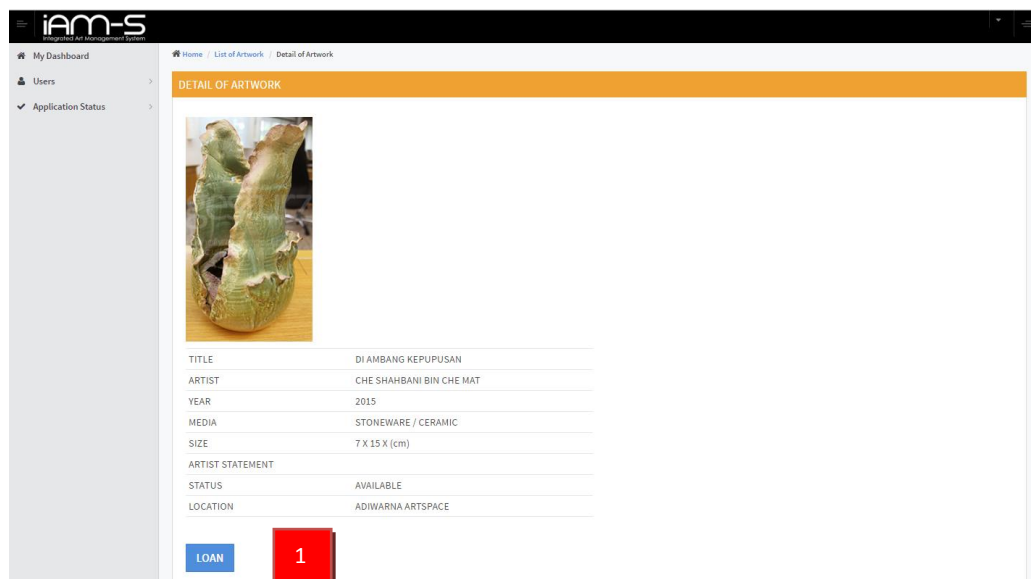


- To view more details about the artwork, user can click on the title of the artwork hyperlink.



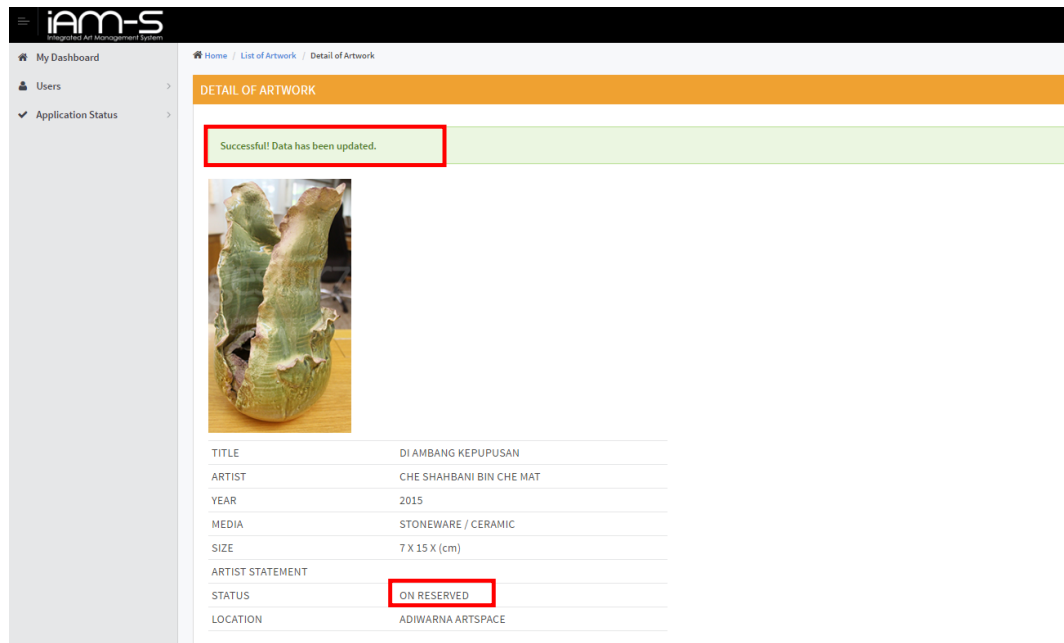
4.0 Artwork Loan

1. To loan an artwork, user can just click the **LOAN** button.

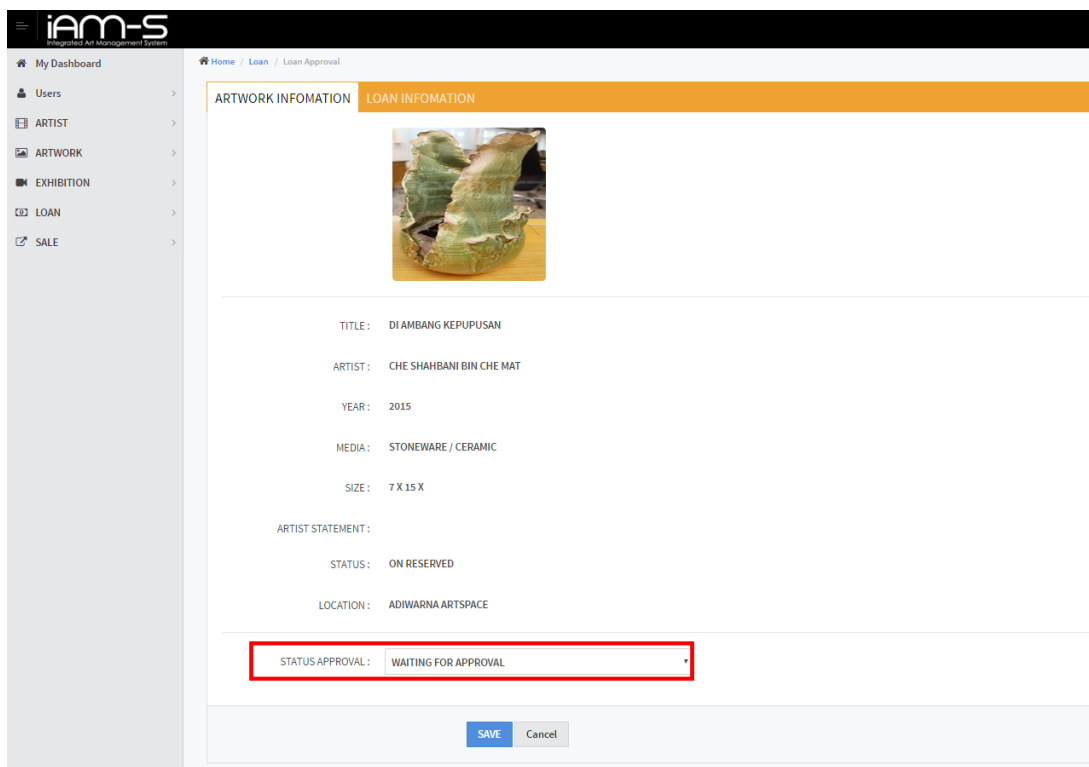


2. The loan form will appear, fill-up the form and click **APPLY LOAN** button.

- The information successfully been saved when below screen and notification appear. Kindly note that the status of the artwork will be changed to ON RESERVED.

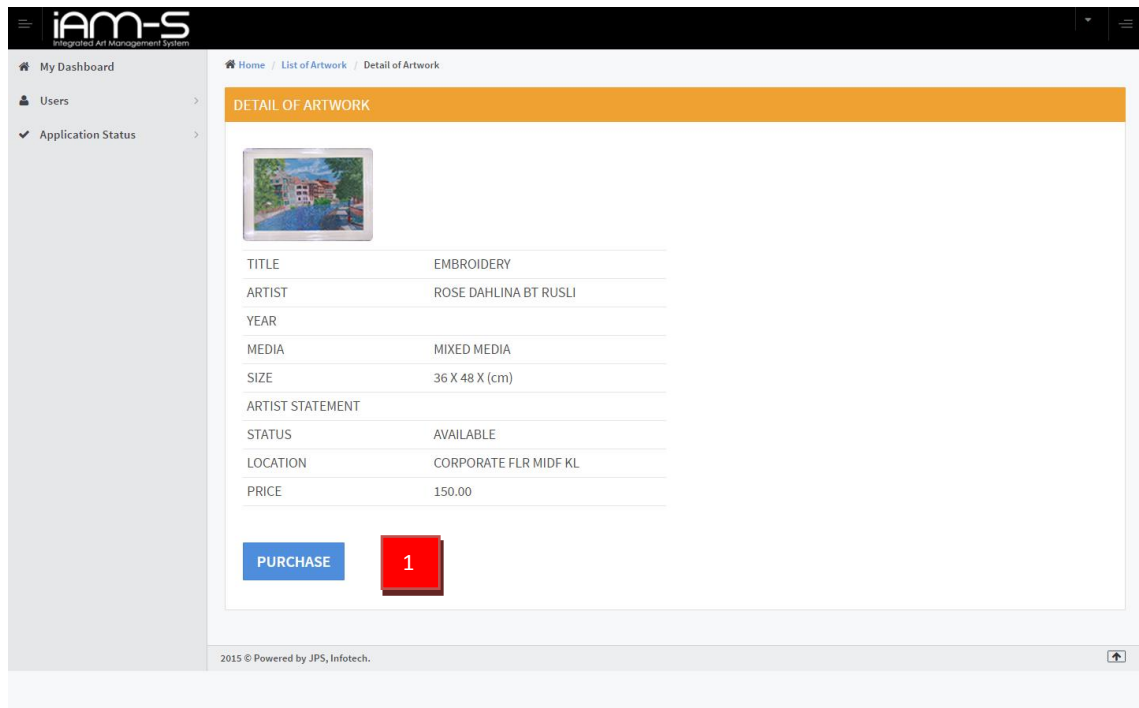


- The application is subject to administrator approval.
- To check the approval status click on the Application Status menu, pick Loan.



5.0 Artwork Purchase

1. To purchase an artwork, click on **PURCHASE** button.



2. The purchase form will appear, fill-up the form and click **PURCHASE** button.

The screenshot shows the 'PURCHASE FORM' modal. The form contains the following fields and options:

- ARTWORK DETAILS: TITLE (EMBROIDERY), ARTIST (ROSE DAHLINA BT RUSLI), PRICE (150.00).
- RECIPIENT INFORMATION: NAME, ADDRESS 1*, ADDRESS 2*, ADDRESS 3*, POSTCODE*, COUNTRY* (GREENLAND), STATE* (JOHOR), CITY* (ABU DHABI), EMAIL ADDRESS*, CONTACT NO*.
- PURPOSE OF PURCHASE: ☐ PERSONAL COLLECT, ☐ CORPORATE GIFT.
- RECIPIENT NAME: Recipient Name.
- METHOD OF PAYMENT: ☐ CASH, ☐ CHEQUE, ☐ ONLINE BANKING.
- SHIPPING METHOD: ☒ Self Pickup.

A red box with the number '1' highlights the form fields, and another red box with the number '2' highlights the 'PURCHASE' button at the bottom right.

- The information successfully been saved when below screen appear. Kindly note that the status of the artwork will be changed to ON RESERVED.

iAM-S
Integrated Art Management System

My Dashboard
Users
Application Status

Home / List of Artwork / Detail of Artwork

DETAIL OF ARTWORK

Successful! Data has been updated.

TITLE	EMBROIDERY
ARTIST	ROSE DAHLINA BT RUSLI
YEAR	
MEDIA	MIXED MEDIA
SIZE	36 X 48 X (cm)
ARTIST STATEMENT	
STATUS	ON RESERVED
LOCATION	CORPORATE FLR MIDF KL
PRICE	150.00

PURCHASE

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Waiting for iam-suitm.edu.my...

- The application is subject to administrator approval.
- To check the approval status click on the Application Status menu, pick Purchase.

iAM-S
Integrated Art Management System

My Dashboard
Users
ARTIST
ARTWORK
EXHIBITION
LOAN
SALE

Home / Sale / Sale Approval

ARTWORK INFORMATION **SALE INFORMATION**

TITLE : EMBROIDERY

ARTIST : ROSE DAHLINA BT RUSLI

YEAR :

MEDIA : MIXED MEDIA

SIZE : 36 X 48 X cm

ARTIST STATEMENT :

STATUS : ON RESERVED

LOCATION : CORPORATE FLR MIDF KL

STATUS APPROVAL: WAITING FOR APPROVAL

SAVE Cancel