New Student Information System User Manual

User Account: College Dean

Function: Class Lists

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A. System Overview

- From the Faculty Follow-up menu, the College Dean can select the screen "**Class Lists**" to preview students by the courses he teaches per section.

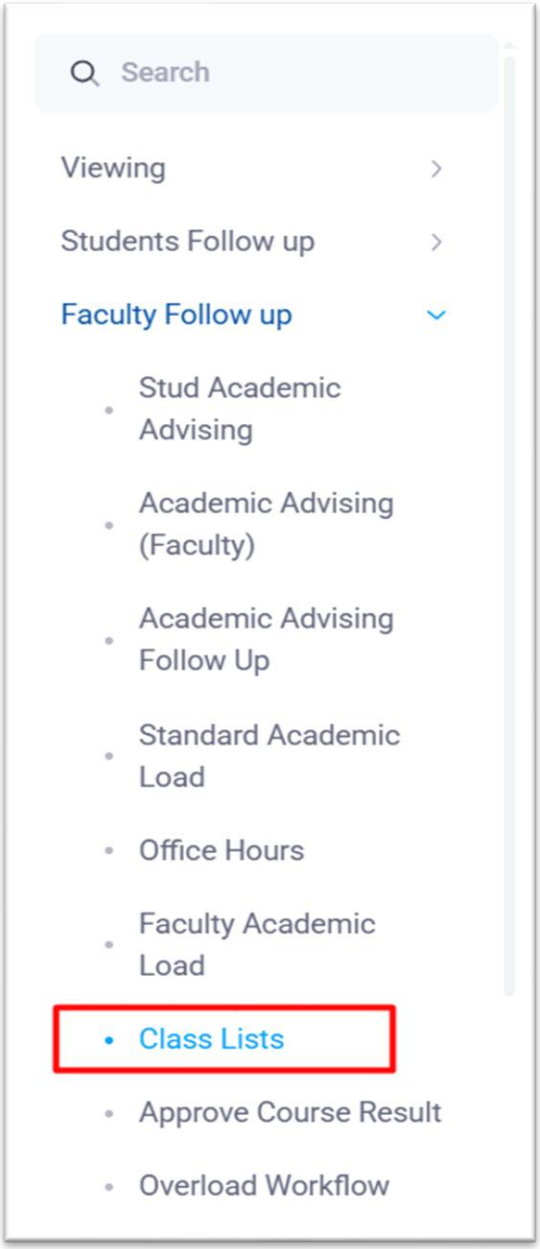

Figure 1- Class List

Instructions

This screen allows the College Dean to preview students by the courses he teaches per section.

1.search for students :

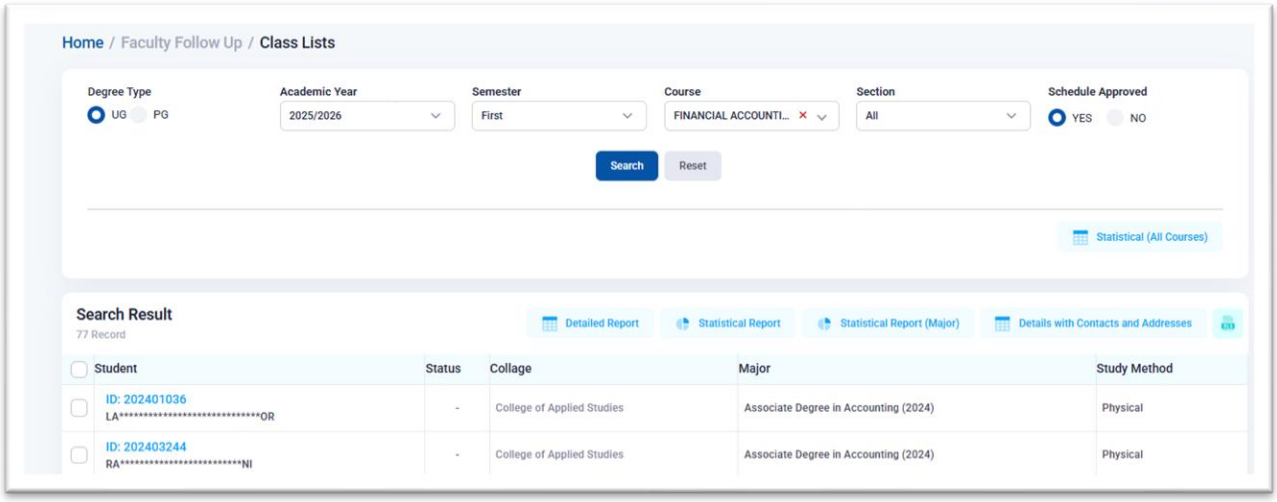

Figure 2- search for students

2. preview Detailed Report:

1 of 4 Find | Next

University of Bahrain

Students Registered in section Academic status

Academic Year :2025/2026 Semester :First

Students whose schedules have been approved

ACA112--FINANCIAL ACCOUNTING I Section Number:01

Staff Name:MOHAMMED SAEED ALBANNA

No	Student ID	Student Name	Status
1	202401036	LA**********OR	
2	202403244	RA**********NI	
3	202403254	FA**********AN	
4	202404012	ZA**********DI	
5	202404170	SA**********EM	
6	202404186	RI**********AD	
7	202404634	MA**********ZI	
8	202404948	MA**********EL	
9	202405027	NO**********AZ	
10	202406474	HA**********FA	
11	202407901	ZA**********AN	
12	202408088	AL**********OB	
13	202408152	NA**********ED	
14	202408182	MO**********IN	
15	202408385	FA**********BI	
16	202408416	IS**********ZA	
17	202408533	AB**********AR	
18	202408583	FA**********OQ	
19	202408794	MO**********WI	
20	202408832	YO**********LI	
21	202408833	AH**********ED	
22	202408914	HA**********BI	

Figure 3 – Detailed Report

3.preview Statistical Report:

1 of 1 Find | Next

University of Bahrain

Students Registered in section Academic status

Academic Year :2025/2026 Semester :First

Faculty	Students Count
College of Applied Studies	77
Total	77

Print Date 11/19/2025

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Figure 4- Statistical Report

3. preview Statistical Report (Major):

1 of 1 Find | Next

University of Bahrain

Students Registered in section Academic status

Academic Year :2025/2026 Semester :First

Faculty	Major	Students Count
College of Applied Studies	Associate Degree in Accounting	72
	Associate Diploma in Accounting	5
	Total	**77**

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Figure 5- Statistical Report (Major)

4. preview Details with Contacts and Addresses:

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University of Bahrain

Students Registered in section with contacts and addresses

Academic Year :2025/2026 Semester :First

Students whose schedules have been approved

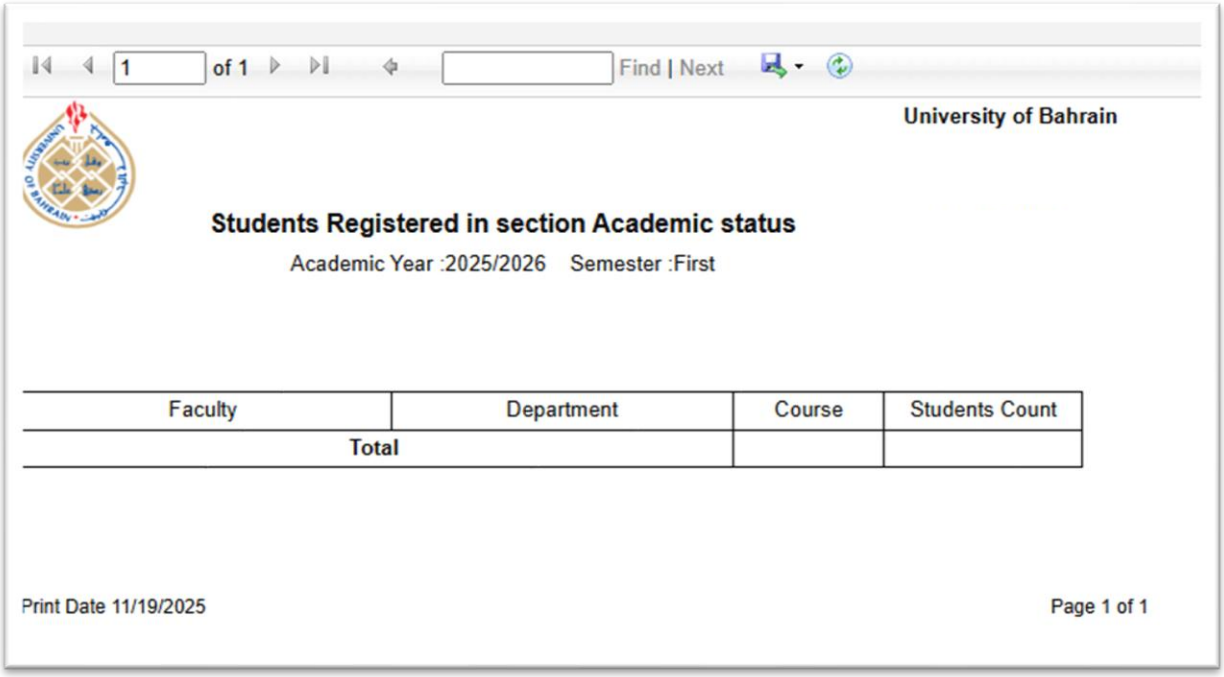
ACA112--FINANCIAL ACCOUNTING I Section Number:01

Staff Name:MOHAMMED SAEED ALBANNA

No	Student ID	Student Name	Status	SMS Mobile	Mobile	Phone	Address
1	202401036	LA**********OR		00*********32	00*********32		PO**********0
2	202403244	RA**********NI		00*********59	00*********59	33****52	P**********22
3	202403254	FA**********AN		00*********40	00*********40	39****02	P**********12
4	202404012	ZA**********DI		00*********61	00*********61	37****27	P********** 0
5	202404170	SA**********EM		00*********02	00*********02	39****86	P********** 0
6	202404186	RI**********AD		00*********56	00*********56	36****61	P********** 1
7	202404634	MA**********ZI		00*********08	00*********63	39****15	P********** 0
8	202404948	MA**********EL		00*********60	00*********60	33****81	P********** 0
9	202405027	NO**********AZ		00*********49	00*********49	39****41	P********** 0
10	202406474	HA**********FA		00*********90	00*********90	36****63	P**********12
11	202407901	ZA**********AN		00*********03	00*********32	39****32	P**********33
12	202408088	AL**********OB		00*********74	00*********74	36****25	P**********t:
13	202408152	NA**********ED		00*********95	00*********95	37****95	P********** 0
14	202408182	MO**********IN		00*********02	00*********02	33****55	P********** 0
15	202408385	FA**********BI		00*********38	00*********38	39****88	P********** 0

Figure 6 - Details with Contacts and Addresses

5. preview Statistical (All Courses):



1 of 1 Find | Next

University of Bahrain

Students Registered in section Academic status

Academic Year :2025/2026 Semester :First

Faculty	Department	Course	Students Count
Total			

Print Date 11/19/2025

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Figure 7 - Statistical (All Courses)