

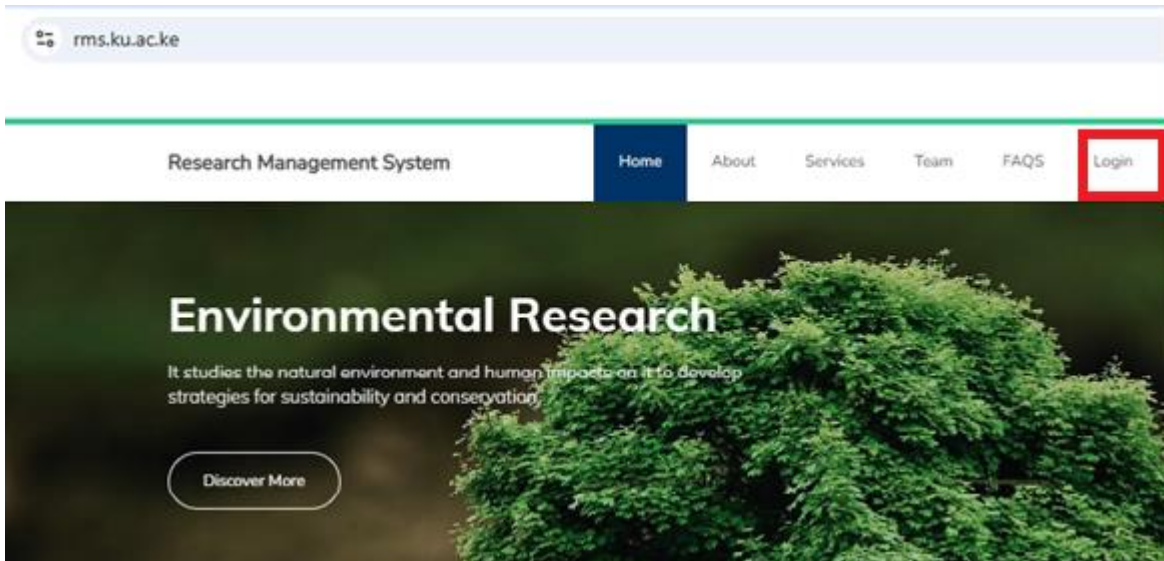


How to Register and Navigate the RMS system

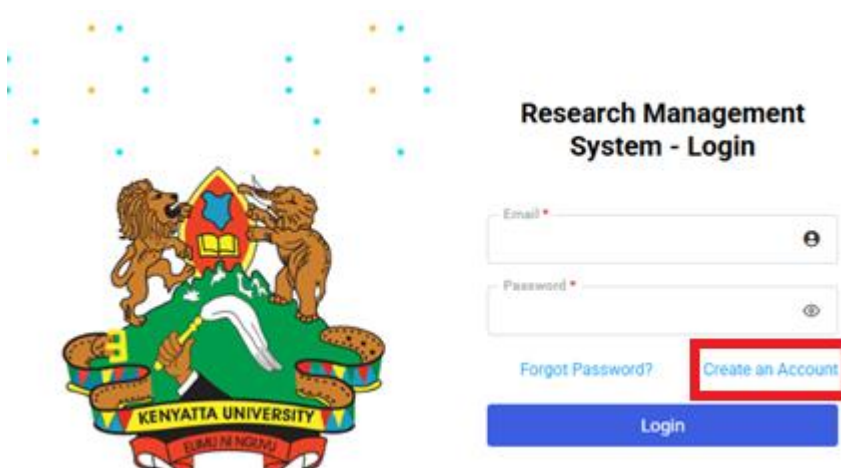
KENYATTA UNIVERSITY

Step 1: Account Registration

1. Visit the site rms.ku.ac.ke. Then, click the "Login" button



2. Click "Create an Account."





How to Register and Navigate the RMS system

3. Fill in your details, then click "Register."

Create an Account

Double-Check Your Account Details for Accuracy

All Fields Marked with * are mandatory.

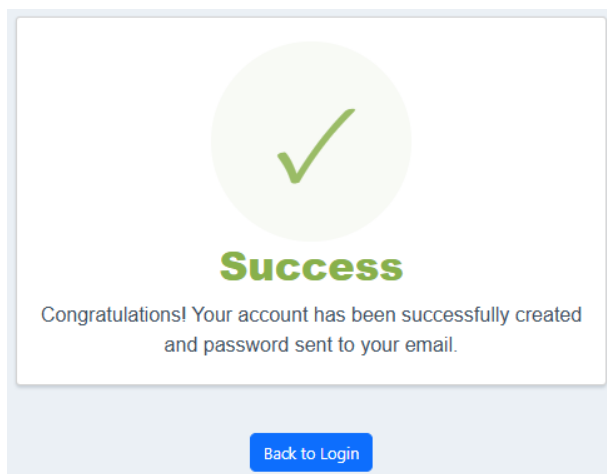
Test Alice	test@ku.ac.ke
0720111222	Telephone Number
56718-00200	KU
MBA-Finance	

I agree to the [terms](#)

[I have created an account already](#)

[Register](#)

4. After your account has been successfully registered, login details will be sent to your email. Then, click "Back to Login."



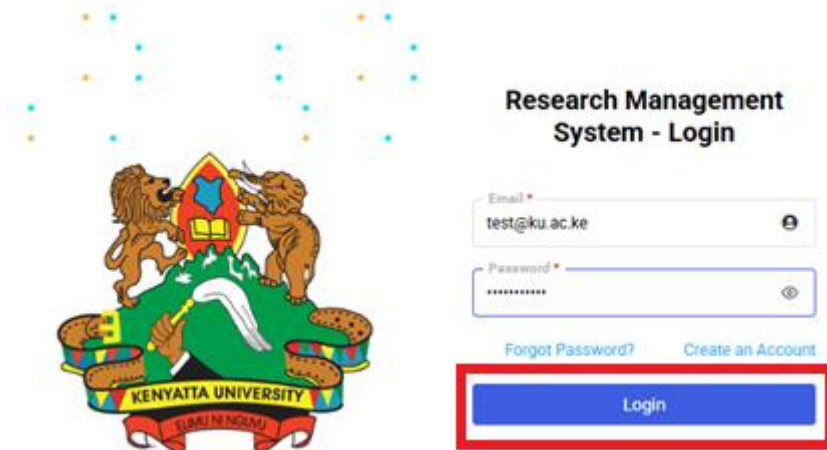


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Step 2: User Login

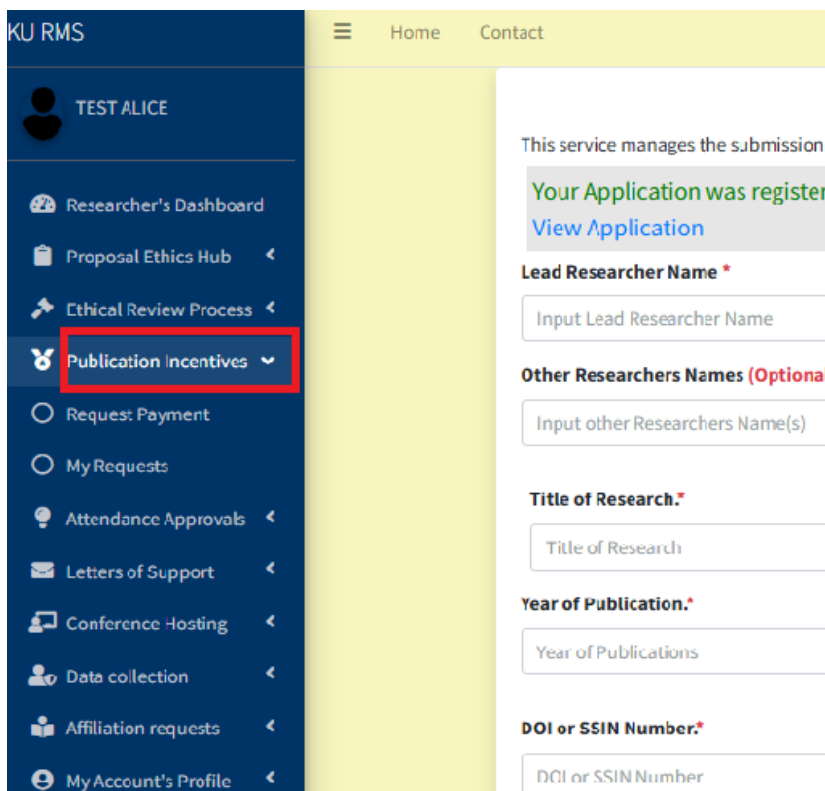
5. Fill in your login details, then click "Login."

NB: Your initial login details were sent to your email after registration. If you have forgotten your login details, click "Forgot Password."



Step 3: Application for Publication Incentives

6. Under the "Public Incentive" tab, click "Request Payment."





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7. Fill in the request form and click "Register for Incentive Payment."

Publication Incentives Request

This service manages the submission and review of applications from researchers seeking incentives for their published work.

Lead Researcher Name *

Other Researchers Names (Optional)

Title of Research.*

Year of Publication.*

Publishing House.*

DOI or SSIN Number.*

Link to Journal Paper.*

Upload Journal Paper (.pdf)*

Register for Incentive Payment

8. A confirmation message will appear on your screen.

You can also view your application under the "My Requests" tab.

Publication Incentives Request

This service manages the submission and review of applications from researchers seeking incentives for their published work.

Your Application was registered okay - Your Application is No: 116 and File uploaded successfully

[View Application](#)

Ethical Review Process <

Publication Incentives v

Request Payment

My Requests

Attendance Approvals <

Letters of Support <

Conference Hosting <

Data collection <

Affiliation requests <

My Account's Profile <

Input Lead Researcher Name

Other Researchers Names (Optional)

Input other Researchers Name(s)

Title of Research.*

Title of Research

Year of Publication.*

Year of Publications

DOI or SSIN Number.*

DOI or SSIN Number



How to Register and Navigate the RMS system

For further assistance kindly contact Ext. 3101