



User Manual

For Booking a Workshop at
Subol for Career Counseling at
Universities

Login

To access Subol for Career counseling at Universities for registration, click <https://suboluniv.com/>

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Login New User Contact Us

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Subol

This program aims to enable students, graduates, administrative, and educational cadres in universities and faculties to make various choices in the academic and professional fields by providing individual and group professional counseling and education services.

New Registration

The login page will appear when accessing the Portal of Subol for Career Counseling at Universities.

You can log in or create a new account through:

[New Registration](#)

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New Registration

First Name: * (Name in Arabic, without symbols or English letters)	Father Name: * (Name in Arabic, without symbols or English letters)	Surname: * (Name in Arabic, without symbols or English letters)
<input type="text"/>	<input type="text"/>	<input type="text"/>
Beneficiary Category: *	University / Job No.: *	ID No.: *
<div>Select</div>	<input type="text"/>	<input type="text"/>
Mobile No.: *	Birth Date: *	Gender: *
<input type="text" value="xxxxxxxxx0"/>	<input type="text"/>	<div>Select</div>
Email: *	Password: *	Password Confirmation: *
<input type="text"/>	<div>.....</div>	<input type="text"/>
	Show password	Show password
Province: *	City: *	University: *
<div>Select</div>	<div>Select</div>	<div>Select</div>

Student Dashboard


After Login, the student dashboard will appear, containing:

Student File and Details


Career Counselling


Individual career counseling session – Group career counseling session - Workshop

1. Pending Sessions
2. Scheduled Appointments
3. Completed Sessions




Copy [://suboluniv.com/Register](http://suboluniv.com/Register)

 Al Anood Mohamed Al Malki

 Career Counseling in Universities

Student Dashboard

Student Dashboard <<< Dashboard



Associated Universities:
Imam Abdulrahman Bin Faisal University

Career Counseling

Various choices in the academic and professional fields by providing individual and group professional counseling and education services.

Individual career counseling session

Group career counseling session

Workshop

0 Pending Sessions

0 Scheduled Appointments

1 Completed Sessions

Career Counselling

Various choices in the academic and professional fields by providing individual and group professional counseling and education services, including:

[Individual career counseling session](#)

[Group career counseling session](#)

[Workshop](#)

You can select one or more of these options.

Career Counseling

Various choices in the academic and professional fields by providing individual and group professional counseling and education services.

Individual career
counseling session

Group career
counseling session

Workshop

Workshops:

1. Click the [Workshop](#) icon.
2. The [Workshop Schedule](#) page appears, displaying the sessions scheduled by the career counselor.
3. The career counselor specifies the session details ([in-person](#) or [virtual](#), [university](#), [location](#), [date](#), [time](#), and [target audience](#)).
4. The student selects the desired workshop (either [in-person](#) or [virtual](#)).
5. Students registered for the workshop receive an email with the workshop details.

Workshops Schedule

[Workshops Schedule](#) [Dashboard](#)

From Date Time


Set Date and Time

To Date Time

Set Date and Time

Service Type

Select

#	Ticket No.	University	Service Title	Session Place	Date and Time	Workshop Type
1	SN-01002	Imam Mohammad Ibn Saud Islamic University	The Professional Use of the LinkedIn	---	January 23, 2023 6:00 PM	Remotely 

Show 1 of 1 entry

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Completed sessions

On the student's homepage, the completed sessions are displayed, which are the services that have already been attended.

The student can:

1. Obtain a certificate of attendance for the workshops
2. Session Evaluation.
3. View the student report

Completed Sessions

#	Ticket No.	University	Service Type	Session Place	Date and Time	Service Title
1	SN-01745	Umm al-Qura University	"How to Start Your Career Through the Subol"		PM 7:00 3/20/2023	Workshop
2	SN-01237	Umm al-Qura University	"How to Be a Successful Entrepreneur"		PM 8:00 2/1/2023	Workshop
3	SN-01211	Umm al-Qura University	"The Art of Passing Personal Interviews"		PM 6:00 1/31/2023	Workshop
4	SN-01158	Umm al-Qura University	"Work Ethics and Workplace Culture"		PM 7:00 1/29/2023	Workshop
5	SN-01115	Umm al-Qura University	"How to Start Your Career Through the Subol"		PM 7:00 1/24/2023	Workshop

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