



Online Monitoring of Continuing Professional Development System, Ministry of Health Malaysia

USER MANUAL myCPD 2.0 System Module: **USER**

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1.1	13/12/2016	Zuraini Ariffin	Draft	Project Team, Project Technical Committee, Project Steering Committee
1.2	06/02/2017	Zuraini Ariffin	<ol style="list-style-type: none">1. Change the URL to http://mycpd2.moh.gov.my2. Enter to next page if the item title is at the bottom of a table	Project Team, Project Technical Committee, Project Steering Committee

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INTRODUCTION

Continuing Professional Development (CPD) is a systematic maintenance, improvement and broadening of knowledge, understanding and skills, and the development of personal qualities necessary for the execution of professional duties throughout the individual's working life. CPD can involve any relevant learning activity, whether formal and structured or informal and self-directed. With rapid advancements in medicine, it is imperative that healthcare professionals continue to keep themselves abreast with new developments that would provide better care and treatment outcomes for their patients.

This user manual will serve to guide the user from other agency or ministry to conduct operation flow in myCPD 2.0 system based on user roles such as:

1. User from public and private section
2. Supervisor Role
3. Professional Regulatory Role
4. User Role
5. Provider from public and private section
6. System administrator
7. Main Admin
8. Chief of Scheme
9. Chief of Organization

Pre-requisite:

The application / registration process by the user will be conducted completely online. The following are the pre-requisites before conducting the processing in myCPD system:

1. Internet Ready PC
2. Broadband Internet connection
3. Internet Explorer 9.0 and above

Contact Person

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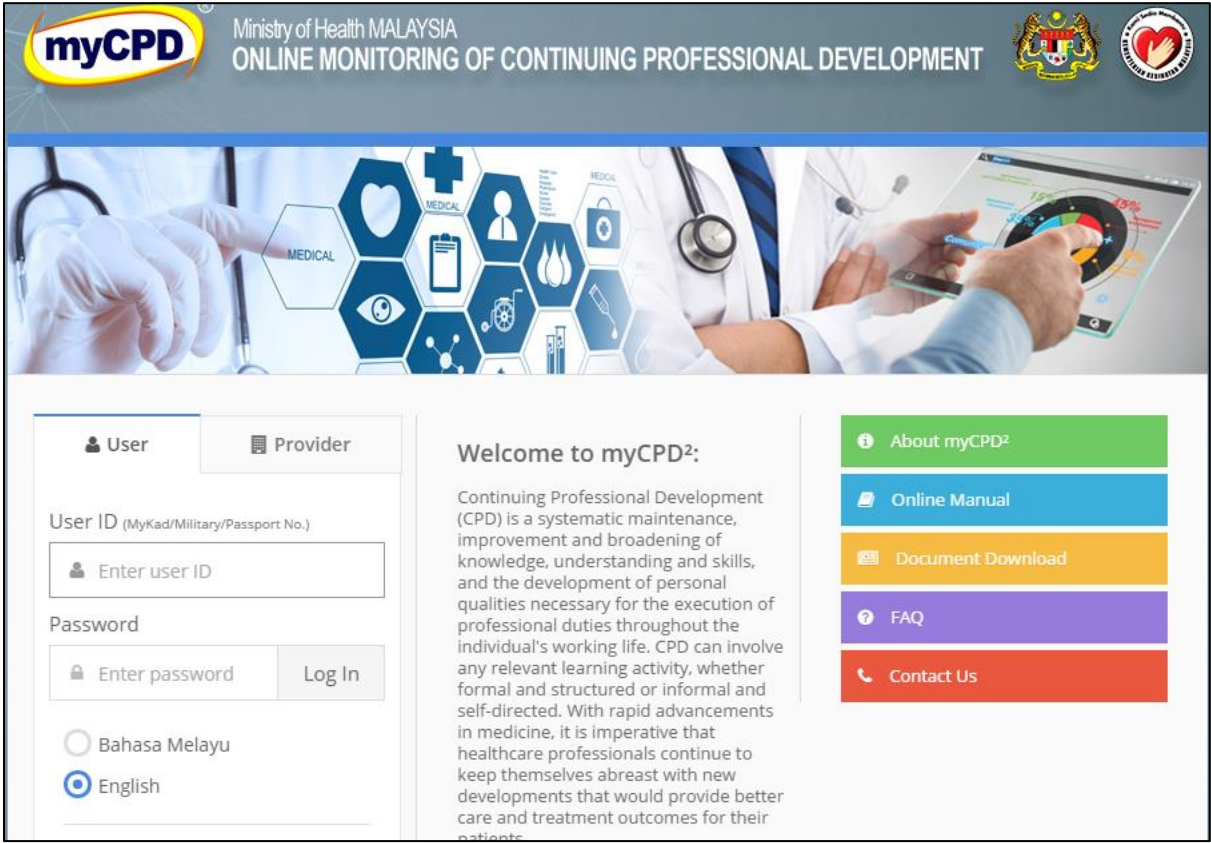
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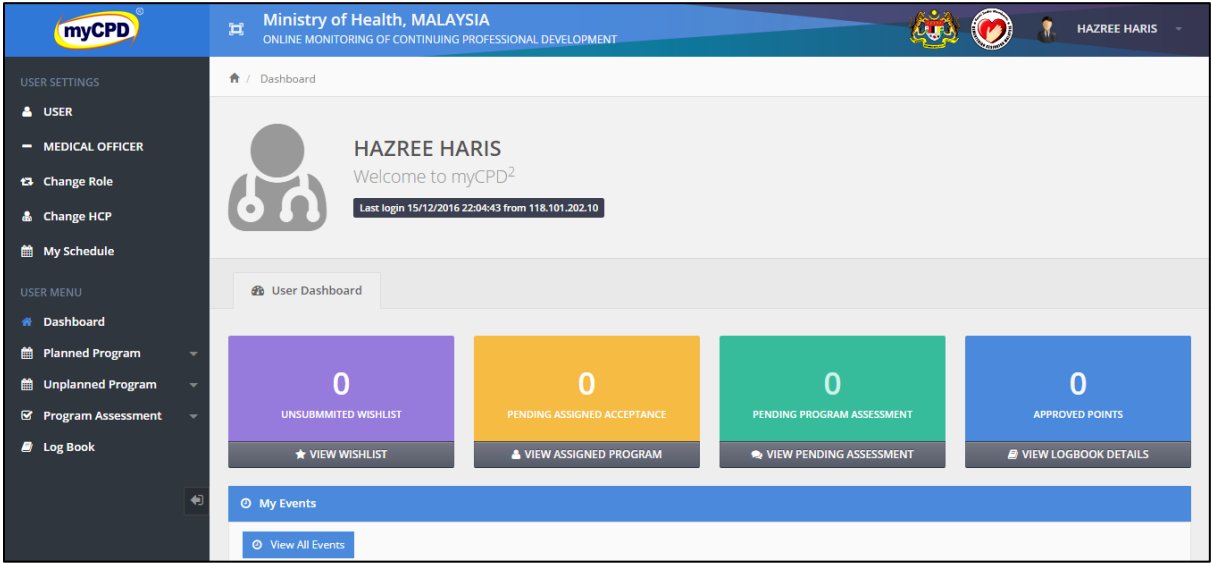
Email: hazree@mypersada.com

Telephone: +60 3-6141 8151

1.0 User Login

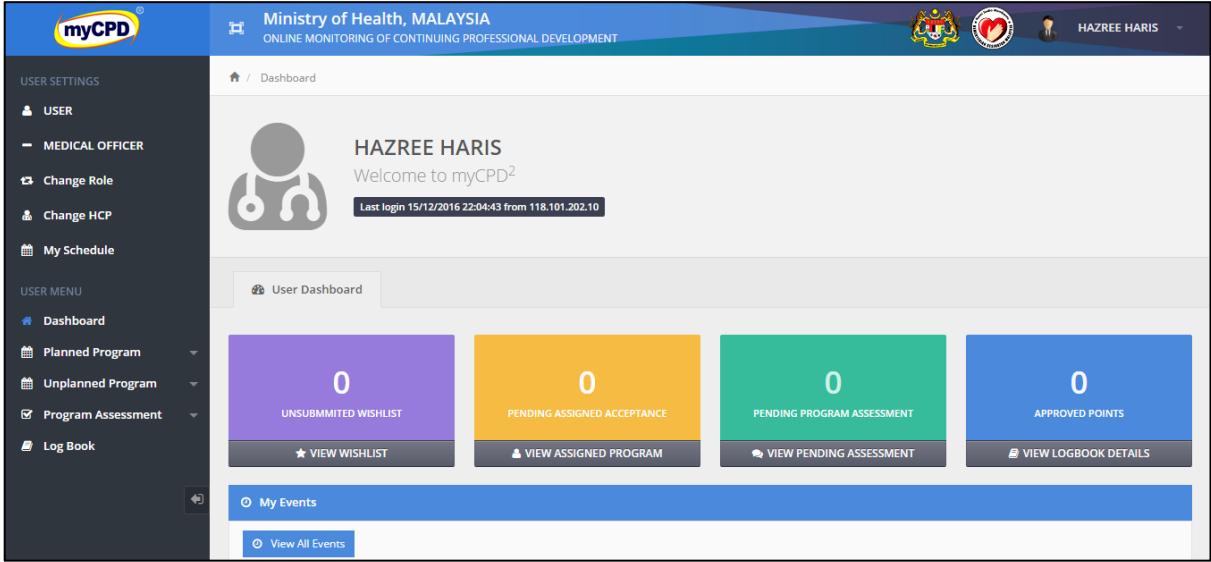
#	SCREENSHOTS / EXPLANATION
1.1	User Login Page
FG1	 <p style="text-align: center;">Figure 1.1: User Login Page</p>
EX1	<p>Explanation:</p> <ol style="list-style-type: none"> 1. To access myCPD 2.0 system, user need to use the URL as below: http://www.mycpd2.moh.gov.my/ 2. Select language (<i>Bahasa Melayu</i> or English) 3. Click on User Tab and key in user ID (NRIC or Passport No) and Password 4. Click icon Log In to enter the myCPD 2.0 system

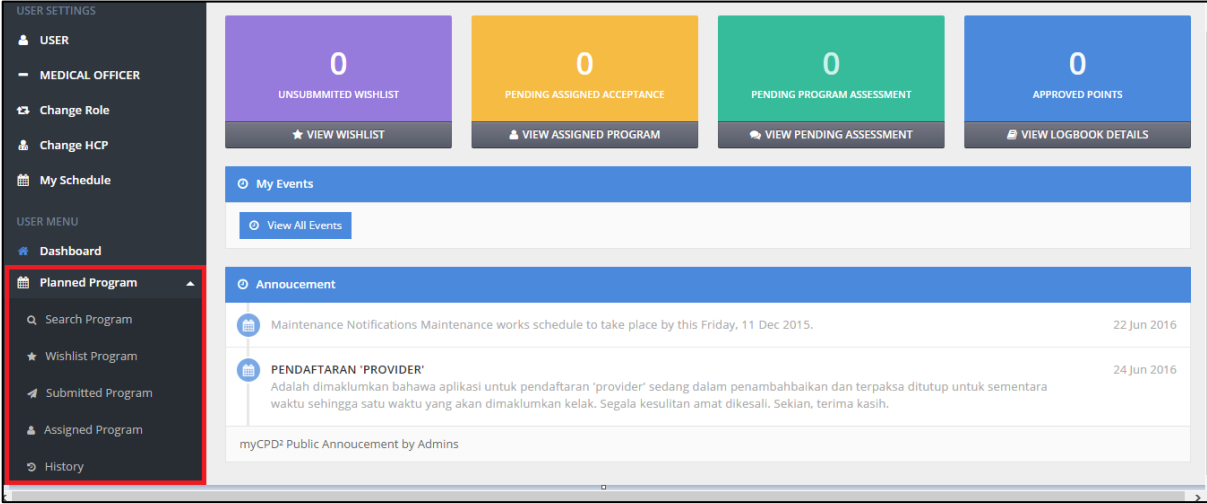
2.0 User Setting

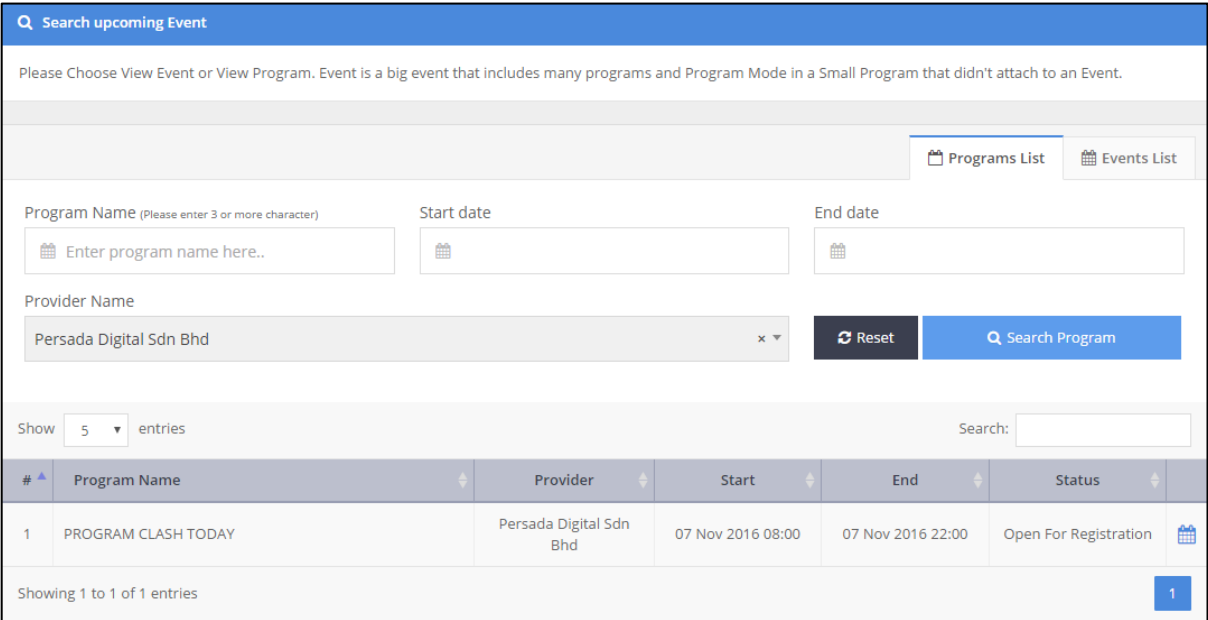
#	SCREENSHOTS / EXPLANATION
	<p>2.1 User Dashboard</p>
<p>FG2</p>	 <p style="text-align: center;">Figure 2.1: User Dashboard</p>
<p>EX2</p>	<p>Explanation:</p> <p>After successful login, Figure 2.1 above show a dashboard screen consists of menu on left side and notifications in color-coded box, view summary events and announcement by administration on right side.</p> <p>Menu involved divided by two categories:-</p> <ol style="list-style-type: none"> 1. User Setting <ol style="list-style-type: none"> a. User – System will appeared user HCP position. b. Change Role – System will appear role information assigned by administrator c. Change HCP – System will appear list of HCP registered. User can change HCP selection and data will appeared accordingly based on the selection. d. My Schedule – System will appear schedule information by daily and monthly


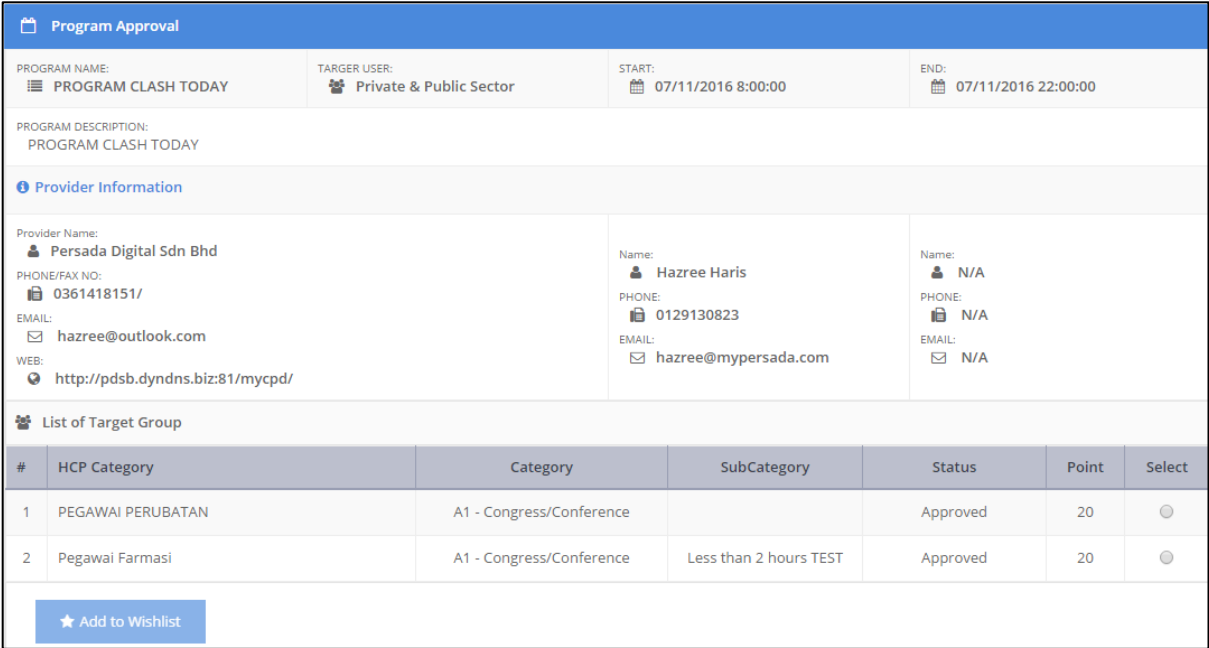
#	SCREENSHOTS / EXPLANATION
	<p>2. User Menu</p> <ul style="list-style-type: none">a. Planned Program List of approved program by supervisor will be appeared.b. Unplanned Program User has to submit the unplanned program attended to be approved by supervisor for collecting CPD point's purposes.c. Program Assessment List of program to be attend / attended by userd. Log Book Report of CPD Point attended by user based on yearly


3.0 User Menu

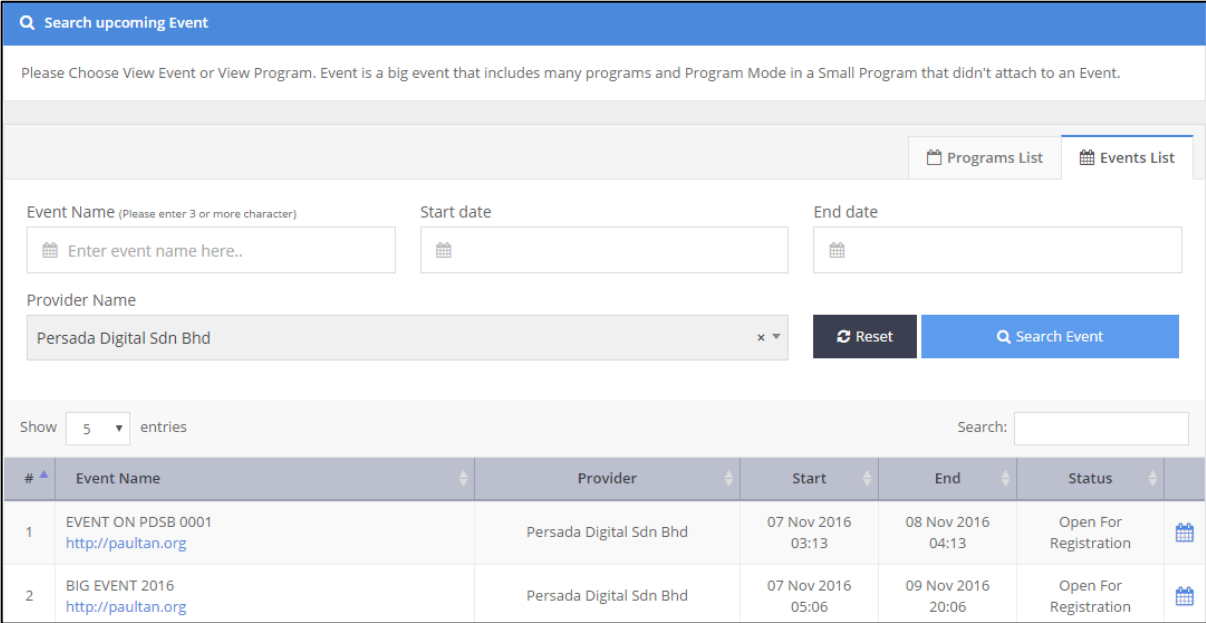
#	SCREENSHOTS / EXPLANATION
	<p>3.1 Dashboard</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.1: Dashboard User</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.1as the above will appear after click on “Dashboard” menu. The information below will be appeared:- <ol style="list-style-type: none"> a. Last user login to myCPD 2.0 system. b. Total of Unlimited program, Pending Assigned Acceptance, Approved Points. User can click on icon View for details. c. Summary of List event(s) and click “View All Events” for details. d. List of latest announcement created by Administrator


























#	SCREENSHOTS / EXPLANATION
	<p>3.2 Planned Program</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2: Planned Program</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2 as the above will appear after click on “Planned Program” menu. There was 4 sub-menu under Planned Program such as:- <ol style="list-style-type: none"> a. Search Program. Contains list of approval program by supervisor b. Wish list Program Contains list of wish list program selected by user to be attend c. Submitted Program Contains list of submitted program to selective supervisor d. Assigned Program Contains list of assigned program by supervisor e. History Contain list of history program submitted

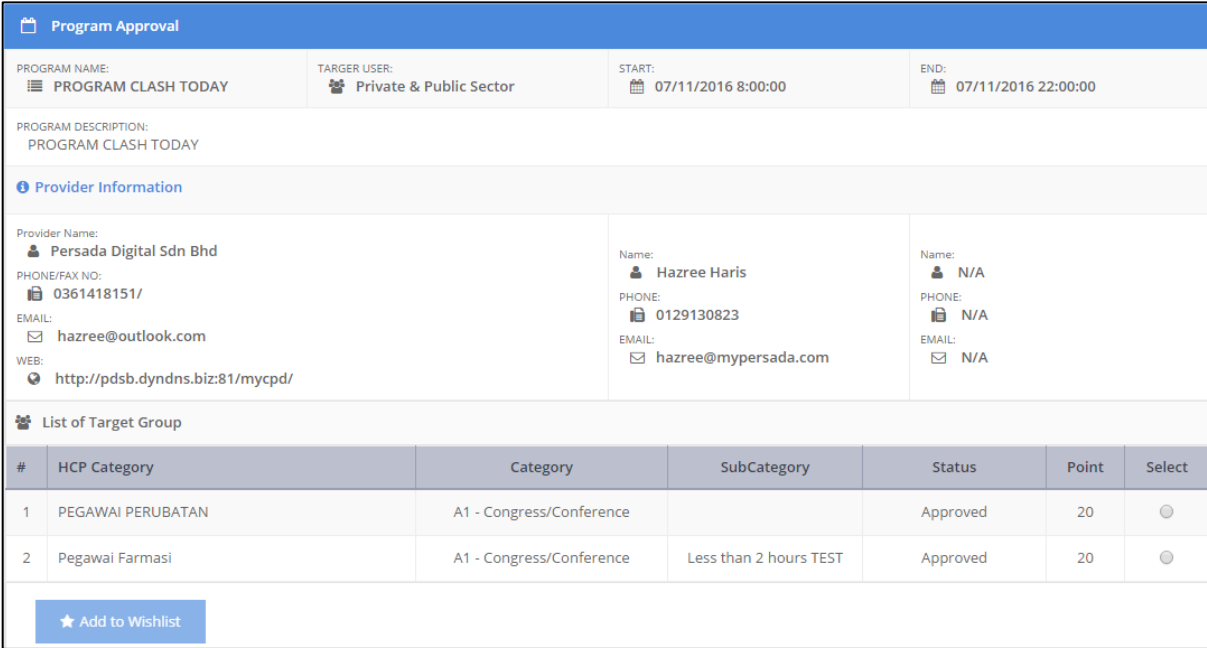

#	SCREENSHOTS / EXPLANATION
	<p>3.2.1 Search Program</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.1: Search Program – Program(s) List</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> Figure 3.2.1 as the above will appear after click on “Search Program” sub-menu. Search Program was divided by 2 type of tab related with “Program List” and “Event List”
<p>EX3.1</p>	<p>Program List</p> <ol style="list-style-type: none"> User can search the program list based on item below: <ol style="list-style-type: none"> Program Name Start Date End Date Selection of Program Name Reset Button

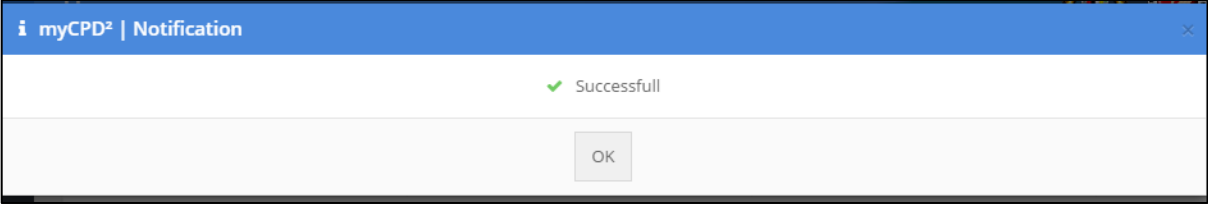
#	SCREENSHOTS / EXPLANATION
	System will reset the information that has been key-in by user
FG3.1	 <p style="text-align: center;">Figure 3.2.1: Search Program – List of Program(s)</p>
EX3.1	<p>Explanation:-</p> <p>System will appear list of summary program(s) after clicking the “Search Program” Button. The information are based on the data key-in by user.</p>
FG3	 <p style="text-align: center;">Figure 3.2.1: Program information detail</p>

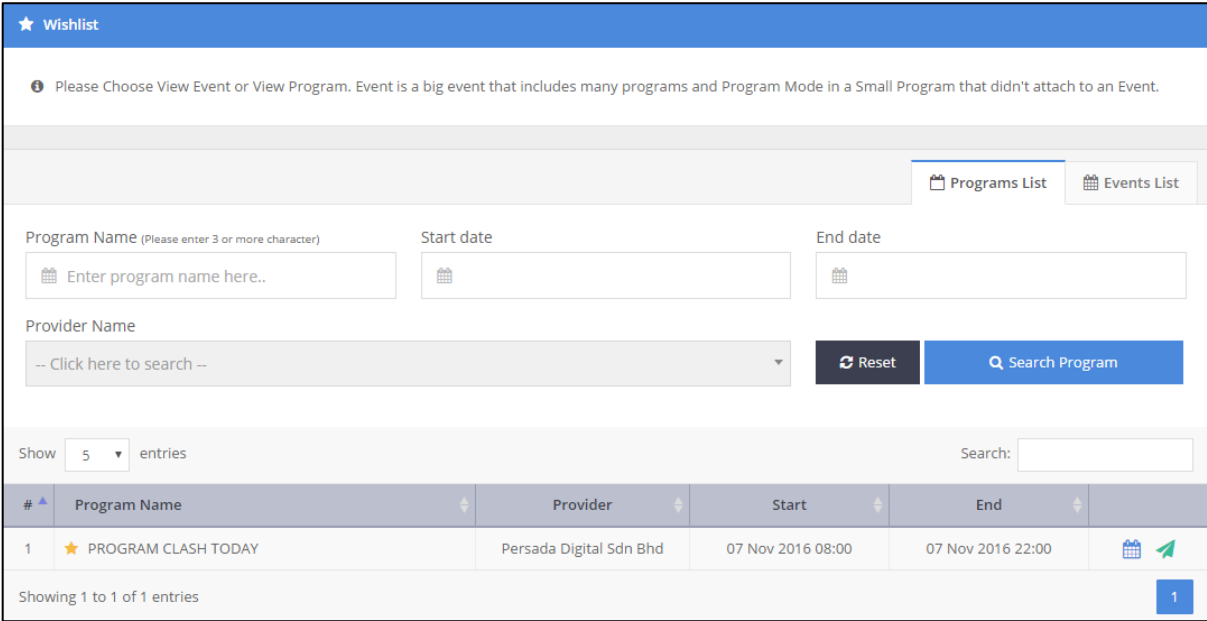
#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.1 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Program Information <ul style="list-style-type: none"> • Program Name • Target User • Start • End • Program Description b. Program Information <ul style="list-style-type: none"> • Provider Name • Contact Person • Phone Number • E-mail • Web • Contact Person information • List of Target Group <p>List of HCP involved in programs or events that organized by provider under MOH.</p> c. “Add to Wish list” List button <p>By clicking the “Add to Wish list” button, the selected of target group will appear in “Wish List” program sub-menu.</p>

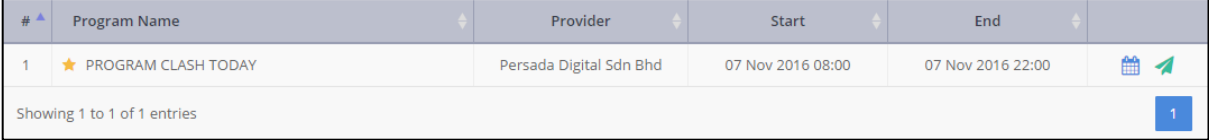
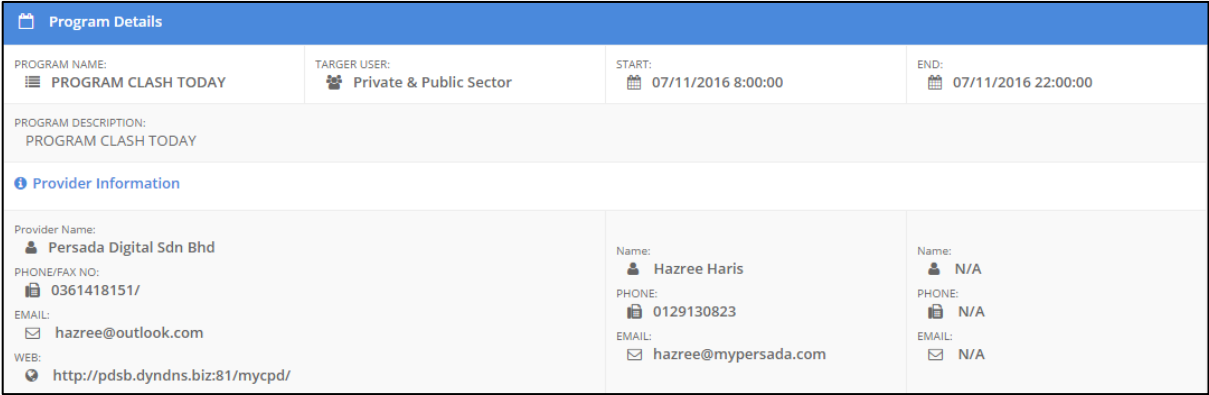

#	SCREENSHOTS / EXPLANATION
<p>FG3</p>	 <p>Figure 3.2.1: Search Program – Event(s) List</p>
<p>EX3.1</p>	<p>Event List</p> <ol style="list-style-type: none"> 1. User can search the program list based on item below: <ol style="list-style-type: none"> a. Event Name b. Start Date c. End Date d. Selection of Program Name e. Reset Button f. Search Event Button

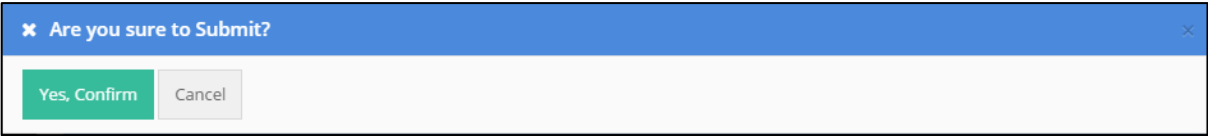

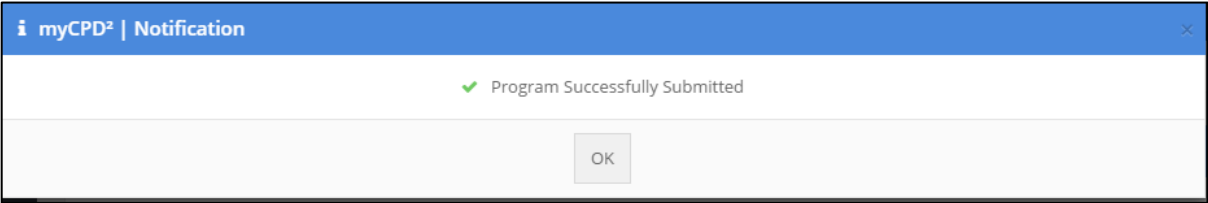
#	SCREENSHOTS / EXPLANATION																																										
FG3	<table border="1"> <thead> <tr> <th>#</th> <th>Event Name</th> <th>Provider</th> <th>Start</th> <th>End</th> <th>Status</th> <th></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>EVENT ON PDSB 0001 http://paultan.org</td> <td>Persada Digital Sdn Bhd</td> <td>07 Nov 2016 03:13</td> <td>08 Nov 2016 04:13</td> <td>Open For Registration</td> <td></td> </tr> <tr> <td>2</td> <td>BIG EVENT 2016 http://paultan.org</td> <td>Persada Digital Sdn Bhd</td> <td>07 Nov 2016 05:06</td> <td>09 Nov 2016 20:06</td> <td>Open For Registration</td> <td></td> </tr> <tr> <td>3</td> <td>EVENT NO APPROVAL http://www.google.com</td> <td>Persada Digital Sdn Bhd</td> <td>08 Nov 2016 12:49</td> <td>08 Nov 2016 13:49</td> <td>Open For Registration</td> <td></td> </tr> </tbody> </table> <p>Showing 1 to 3 of 3 entries 1</p> <p style="text-align: center;">Figure 3.2.1: Search Program – List of Event(s)</p>	#	Event Name	Provider	Start	End	Status		1	EVENT ON PDSB 0001 http://paultan.org	Persada Digital Sdn Bhd	07 Nov 2016 03:13	08 Nov 2016 04:13	Open For Registration		2	BIG EVENT 2016 http://paultan.org	Persada Digital Sdn Bhd	07 Nov 2016 05:06	09 Nov 2016 20:06	Open For Registration		3	EVENT NO APPROVAL http://www.google.com	Persada Digital Sdn Bhd	08 Nov 2016 12:49	08 Nov 2016 13:49	Open For Registration															
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EX3.1	<p>Explanation:-</p> <p>System will appear list of summary event(s) after clicking the “Search Event” Button. The information are based on the data key-in by user.</p>																																										
FG3	<table border="1"> <thead> <tr> <th colspan="7">Event Details</th> </tr> </thead> <tbody> <tr> <td colspan="7">EVENT NAME: EVENT NO APPROVAL</td> </tr> <tr> <td>EVENT NAME:  EVENT NO APPROVAL</td> <td>SPEAKER CATEGORY:  Local</td> <td>EVENT URL:  http://www.google.com</td> <td>ESTIMATE PARTICIPANT::  1000</td> <td colspan="3"></td> </tr> <tr> <td colspan="7">EVENT DESCRIPTION: EVENT NO APPROVAL</td> </tr> <tr> <th>#</th> <th>Program Name</th> <th>Target User</th> <th>Start Date/Time</th> <th>End Date/Time</th> <th>Participant</th> <th></th> </tr> <tr> <td>1</td> <td>EVENT NO APPROVAL</td> <td>Private & Public Sector</td> <td>08/11/2016 12:49:00</td> <td>08/11/2016 13:49:00</td> <td>1000</td> <td></td> </tr> </tbody> </table> <p style="text-align: center;">Figure 3.2.1: Search Program – Event Detail(s)</p>	Event Details							EVENT NAME: EVENT NO APPROVAL							EVENT NAME:  EVENT NO APPROVAL	SPEAKER CATEGORY:  Local	EVENT URL:  http://www.google.com	ESTIMATE PARTICIPANT::  1000				EVENT DESCRIPTION: EVENT NO APPROVAL							#	Program Name	Target User	Start Date/Time	End Date/Time	Participant		1	EVENT NO APPROVAL	Private & Public Sector	08/11/2016 12:49:00	08/11/2016 13:49:00	1000	
Event Details																																											
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1	EVENT NO APPROVAL	Private & Public Sector	08/11/2016 12:49:00	08/11/2016 13:49:00	1000																																						
EX3.1	<p>Explanation:-</p> <p>System will appear event details information after clicking  icon and list of program under event.</p>																																										

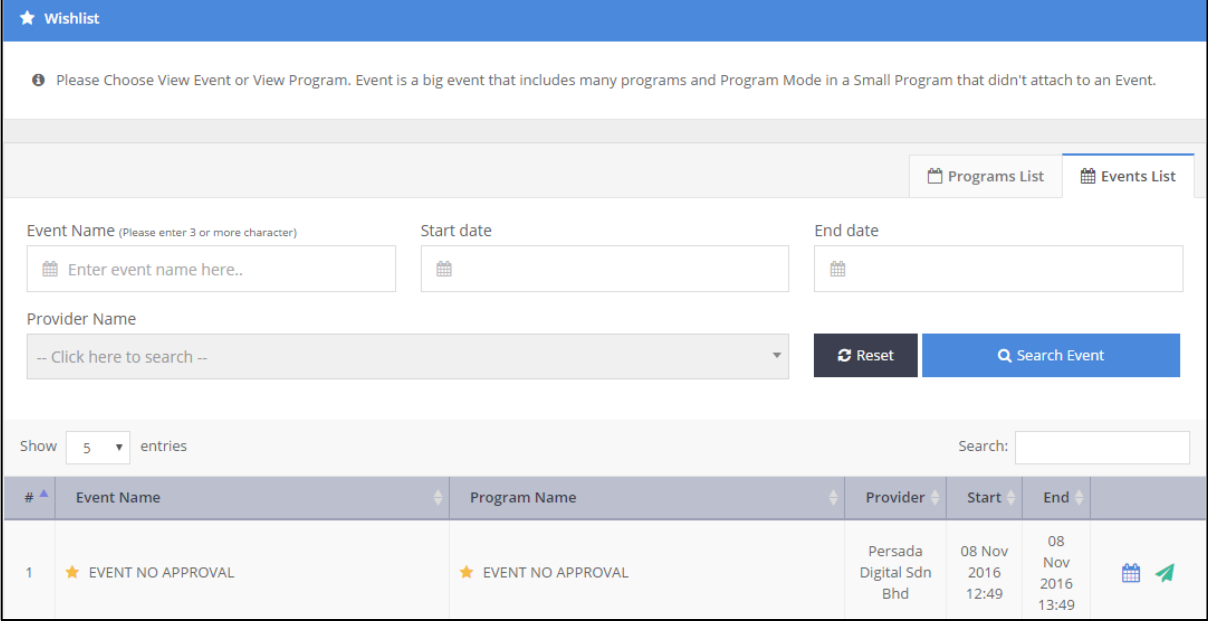
#	SCREENSHOTS / EXPLANATION
<p>FG3</p>	 <p>The screenshot displays the 'Program Approval' interface. At the top, it shows the program name 'PROGRAM CLASH TODAY', target user 'Private & Public Sector', start time '07/11/2016 8:00:00', and end time '07/11/2016 22:00:00'. Below this is the program description 'PROGRAM CLASH TODAY'. A section titled 'Provider Information' lists details for 'Persada Digital Sdn Bhd', including contact person 'Hazree Haris', phone '0129130823', and email 'hazree@mypersada.com'. A 'List of Target Group' table is also present, showing two entries: 'PEGAWAI PERUBATAN' and 'Pegawai Farmasi', both with a status of 'Approved' and 20 points. An 'Add to Wishlist' button is at the bottom.</p> <p style="text-align: center;">Figure 3.2.1: Program information detail</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.1 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Program Information <ul style="list-style-type: none"> • Program Name • Target User • Start • End • Program Description b. Program Information <ul style="list-style-type: none"> • Provider Name • Contact Person • Phone Number

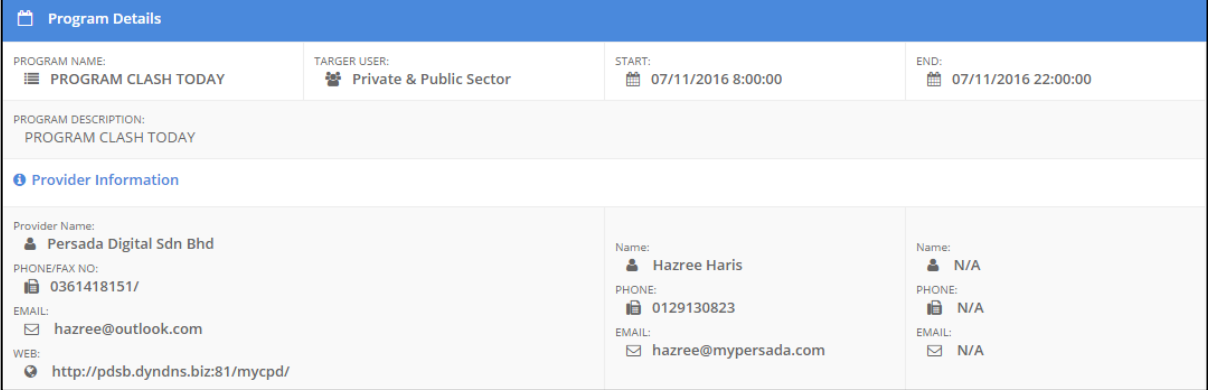

#	SCREENSHOTS / EXPLANATION
	<ul style="list-style-type: none"> • E-mail • Web • Contact Person information • List of Target Group <p>List of HCP involved in programs or events that organized by provider under MOH.</p>
FG3	 <p style="text-align: center;">Figure 3.2.1: Program information detail</p>
EX3	<p>Explanation:-</p> <p>System will appear alert box “Successfully” after clicking button “Add to Wish list”. The selected of target group will appear in “Wish List” program sub-menu.</p>



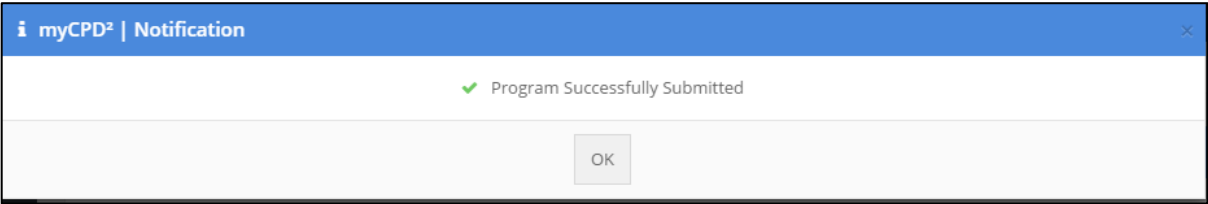
#	SCREENSHOTS / EXPLANATION
	<p>3.2.2 Wish list Program</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.2: Wish list Program</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> Figure 3.2.2 as the above will appear after click on “Wish list Program” sub-menu Wish list Program was divided by 2 type of tab related with “Program List” and “Event List”
<p>EX3.1</p>	<p>Program List</p> <ol style="list-style-type: none"> User can search the program list based on item below: <ol style="list-style-type: none"> Program Name Start Date End Date Selection of Program Name

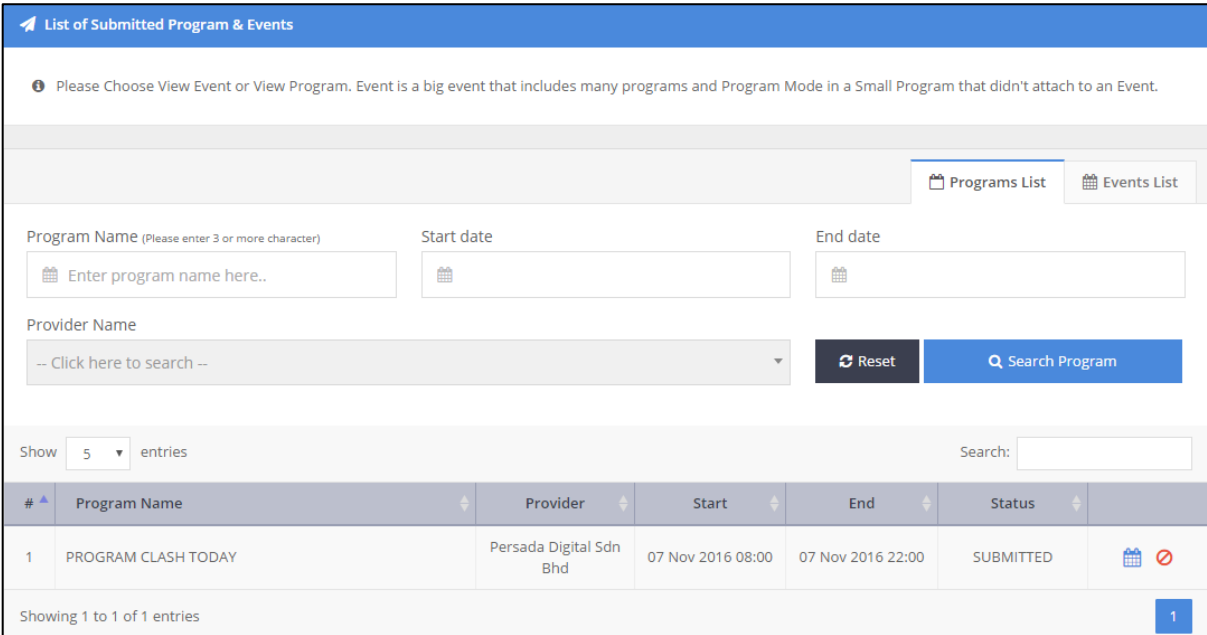
#	SCREENSHOTS / EXPLANATION
FG3	 <p style="text-align: center;">Figure 3.2.2: Wish list – List of Program</p>
EX3.1	<p>Explanation:-</p> <p>System will appear list of summary program(s) after clicking the “Search Program” Button. The information are based on the data key-in by user.</p>
FG3	 <p style="text-align: center;">Figure 3.2.2: Program information detail</p>
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.1 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Program Information <ul style="list-style-type: none"> • Program Name • Target User • Start • End • Program Description

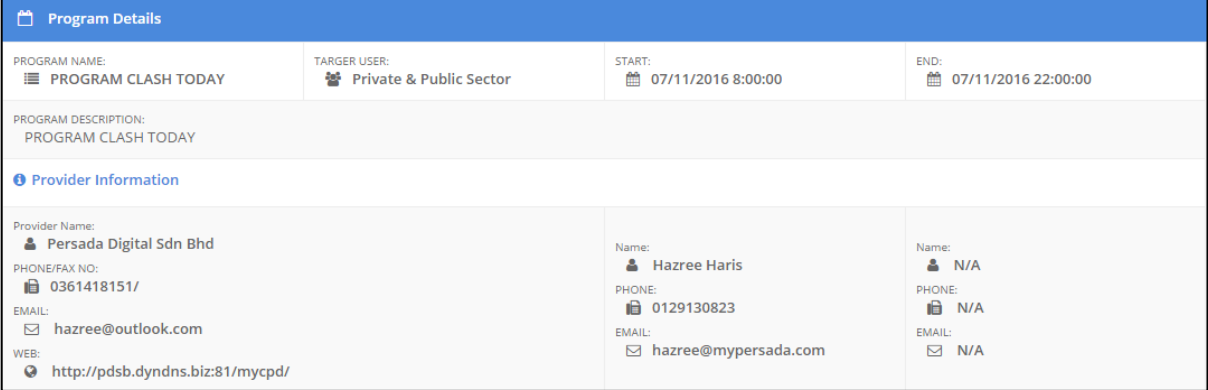

#	SCREENSHOTS / EXPLANATION
	<p>b. Program Information</p> <ul style="list-style-type: none"> • Provider Name • Contact Person • Phone Number • E-mail • Web • Contact Person information • List of Target Group <p>List of HCP involved in programs or events that organized by provider under MOH.</p>
FG3	 <p style="text-align: center;">Figure 3.2.2: Alert box</p>
EX3	<p>Explanation:</p> <p>Figure 3.2.2 as the above will appear after click on  icon. Confirmation alert for submission of program selected.</p>
FG3	 <p style="text-align: center;">Figure 3.2.2: Alert box for confirmation successful</p>
EX3	<p>Explanation:</p> <p>Figure 3.2.2 as the above for confirmation alert for submission of program selected successful</p>

#	SCREENSHOTS / EXPLANATION
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.2: List of wish list</p>
<p>EX3.1</p>	<p>Event List</p> <ol style="list-style-type: none"> 1. User can search the program list based on item below: <ol style="list-style-type: none"> a. Event Name b. Start Date c. End Date d. Selection of Program Name

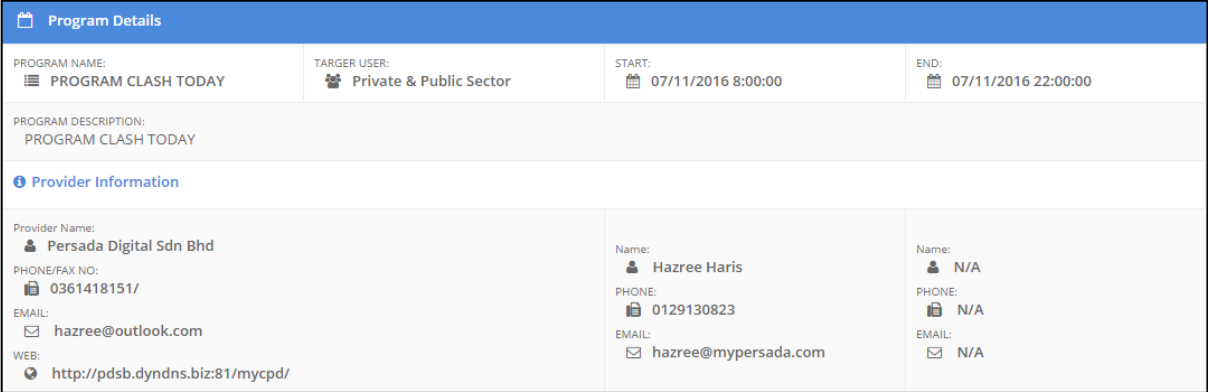

#	SCREENSHOTS / EXPLANATION
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.2: Program information detail</p>
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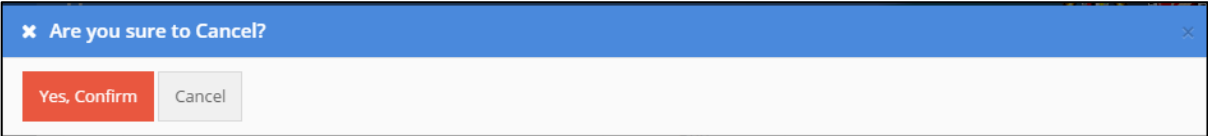

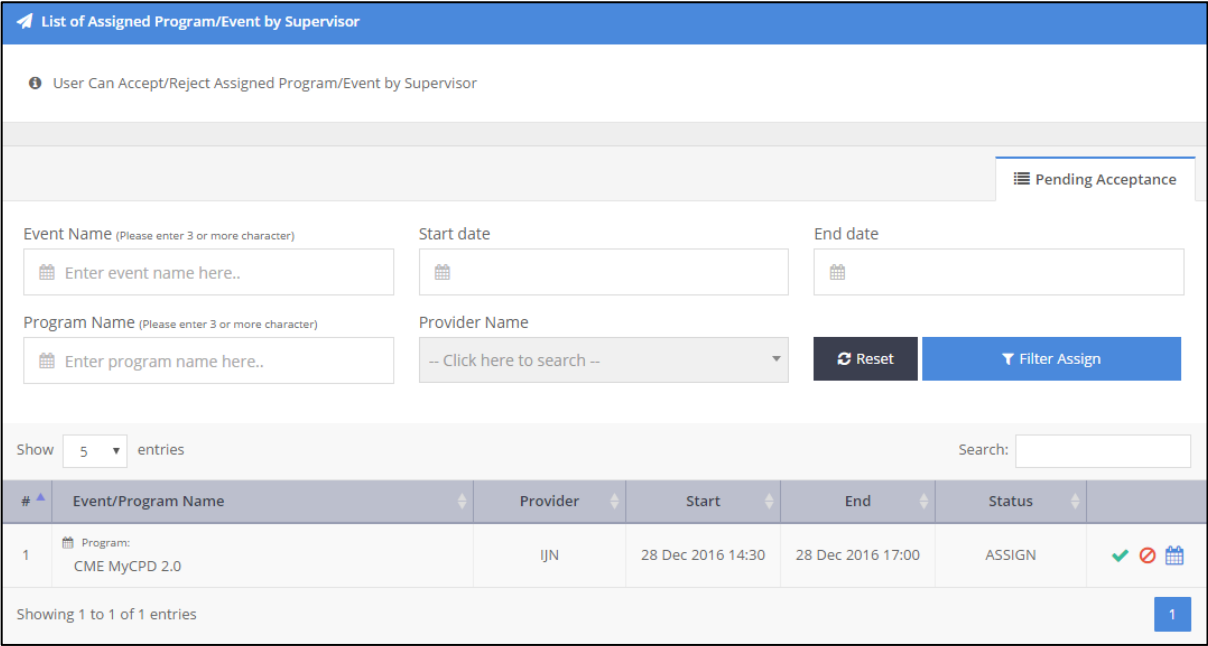
#	SCREENSHOTS / EXPLANATION
FG3	 <p style="text-align: center;">Figure 3.2.2: Alert box</p>
EX3	<p>Explanation:</p> <p>Figure 3.2.2 as the above will appear after click on  icon. Confirmation alert for submission of program selected.</p>
FG3	 <p style="text-align: center;">Figure 3.2.2: Alert box for confirmation successful</p>
EX3	<p>Explanation:</p> <p>Figure 3.2.2 as the above for confirmation alert for submission of program selected successful</p>

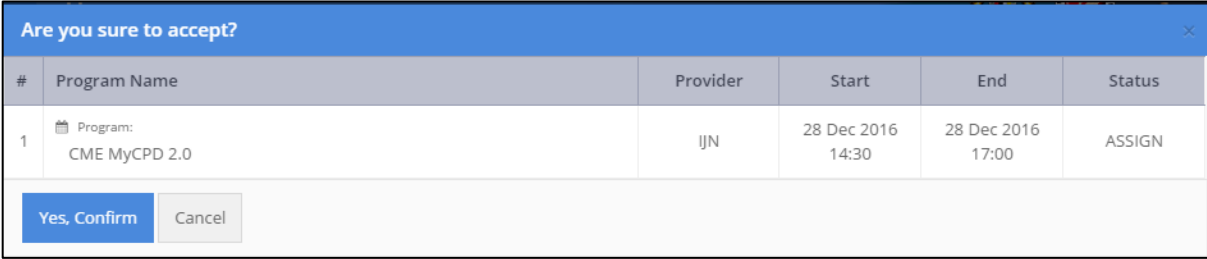

#	SCREENSHOTS / EXPLANATION
	<p>3.2.3 Submitted Program</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.3: Submitted Program</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.3 as the above will appear after click on “Submitted Program” sub-menu. Submitted Program was divided by 2 type of tab related with “Program List” and “Event List” <ol style="list-style-type: none"> a. Program List b. Event List
<p>EX3.1</p>	<p>Program List</p> <ol style="list-style-type: none"> 1. Figure 3.2.3 as the above that user can search the program list based on item below: <ol style="list-style-type: none"> a. Program Name b. Start Date c. End Date d. Selection of Program Name



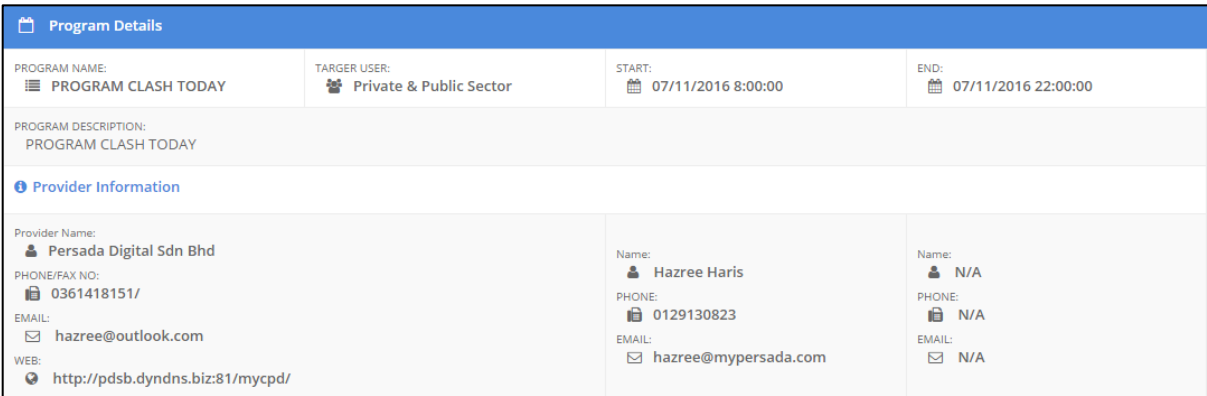

#	SCREENSHOTS / EXPLANATION
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.2: Program information detail</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.2 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Program Information <ul style="list-style-type: none"> • Program Name • Target User • Start • End • Program Description b. Program Information <ul style="list-style-type: none"> • Provider Name • Contact Person • Phone Number • E-mail • Web • Contact Person information • List of Target Group • List of HCP involved in programs or events that organized by provider

#	SCREENSHOTS / EXPLANATION
FG3	 <p style="text-align: center;">Figure 3.2.3: Alert box</p>
EX3	<p>Explanation:</p> <p>Figure 3.2.2 as the above will appear after click on  icon. Confirmation alert for submission of program selected to delete.</p>
FG3	 <p style="text-align: center;">Figure 3.2.2: Program information detail</p>
EX3.1	<p>Event List</p> <ol style="list-style-type: none"> 1. User can search the program list based on item below: <ol style="list-style-type: none"> a. Event Name b. Start Date

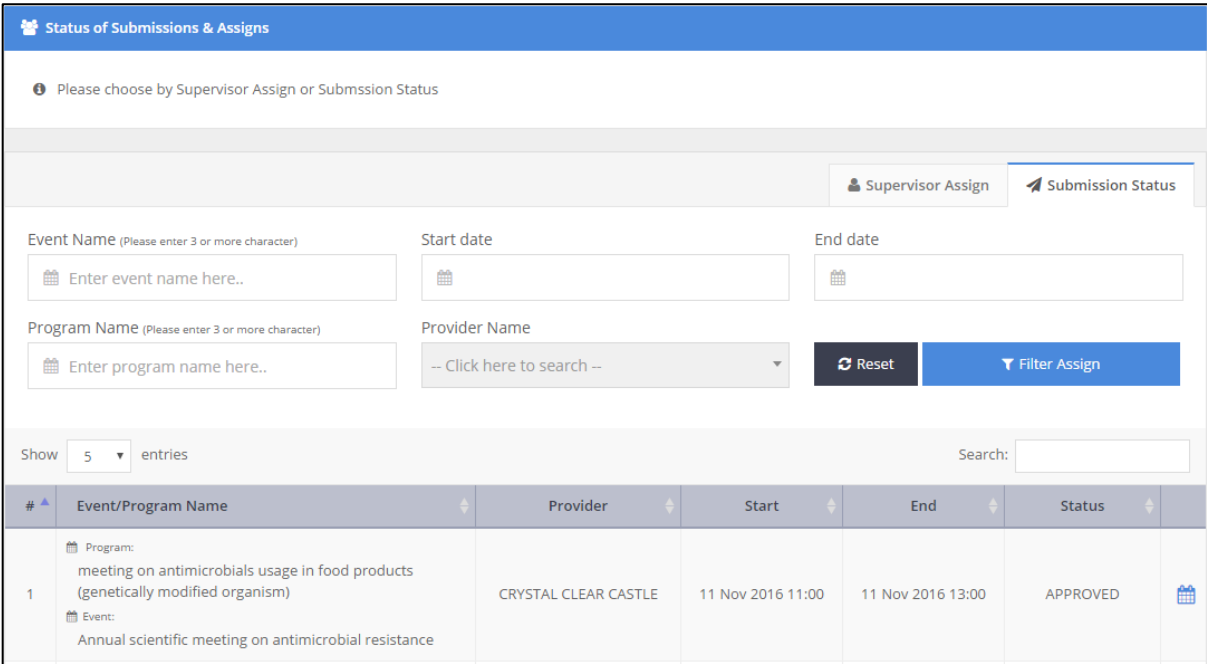
#	SCREENSHOTS / EXPLANATION
	<p>c. End Date</p> <p>d. Selection of Program Name</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.2: Program information detail</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.2 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Program Information <ul style="list-style-type: none"> • Program Name • Target User • Start • End • Program Description b. Program Information <ul style="list-style-type: none"> • Provider Name • Contact Person • Phone Number • E-mail • Web • Contact Person information

















































#	SCREENSHOTS / EXPLANATION
	<ul style="list-style-type: none"> List of Target Group List of HCP involved in programs or events that organized by provider
FG3	 <p style="text-align: center;">Figure 3.2.3: Alert box</p>
EX3	<p>Explanation:</p> <p>Figure 3.2.2 as the above will appear after click on  icon. Confirmation alert for submission of program selected to delete.</p>
	<p>3.2.4 Assigned Program</p>
FG3	 <p style="text-align: center;">Figure 3.2.4: Assigned Program</p>


#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.4 as the above will appear after click on “Assigned Program” sub-menu. User can search the program list based on item below: <ol style="list-style-type: none"> a. Event Name (maximum 3 character(s)) b. Start Date c. End Date d. Program Name (maximum 3 character(s)) e. Selection of Provider Name <p>Click button “Filter Assign” to appear the list of event based on search information above.</p>
FG3	 <p style="text-align: center;">Figure 3.2.4: Alert box for confirmation of acceptance</p>
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.4 as the above will appear after click on  icon. Confirmation page contain list of summary program appeared. 2. By Clicking button “Yes Confirm”, acceptance of event assigned by supervisor 3. By Clicking button “Cancel”, alert box will closed.

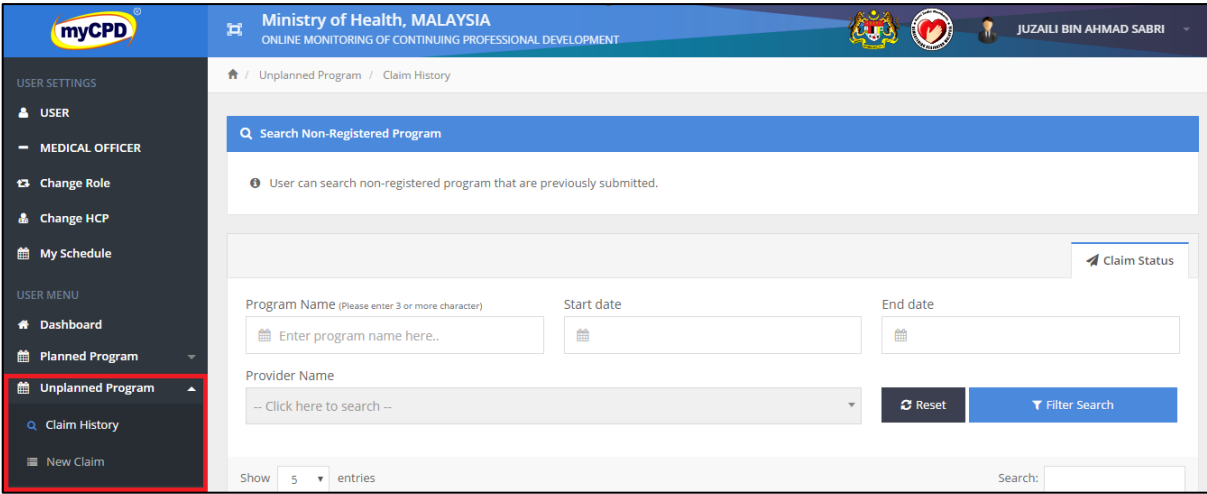
#	SCREENSHOTS / EXPLANATION
FG3	 <p style="text-align: center;">Figure 3.2.4: Alert box for confirmation of decline</p>
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.4 as the above will appear after click on  icon. Confirmation page contain list of summary program appeared. 2. By Clicking button “Yes Confirm”, acceptance of event assigned by supervisor 3. By Clicking button “Cancel”, alert box will closed.
FG3	 <p style="text-align: center;">Figure 3.2.4: Program information detail</p>
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.2.4 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Program Information <ul style="list-style-type: none"> • Program Name


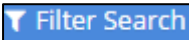
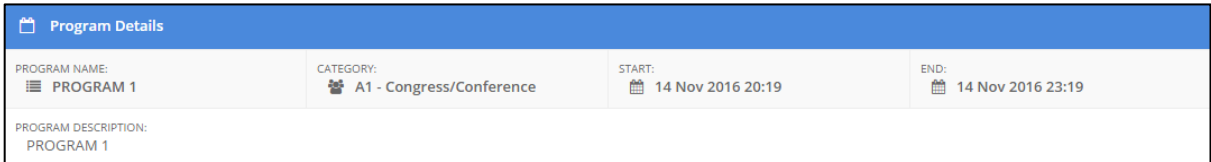

#	SCREENSHOTS / EXPLANATION
	<ul style="list-style-type: none">• Target User• Start• End• Program Description <p>b. Program Information</p> <ul style="list-style-type: none">• Provider Name• Contact Person• Phone Number• E-mail• Web• Contact Person information• List of Target Group <p>List of HCP involved in programs or events that organized by provider</p>

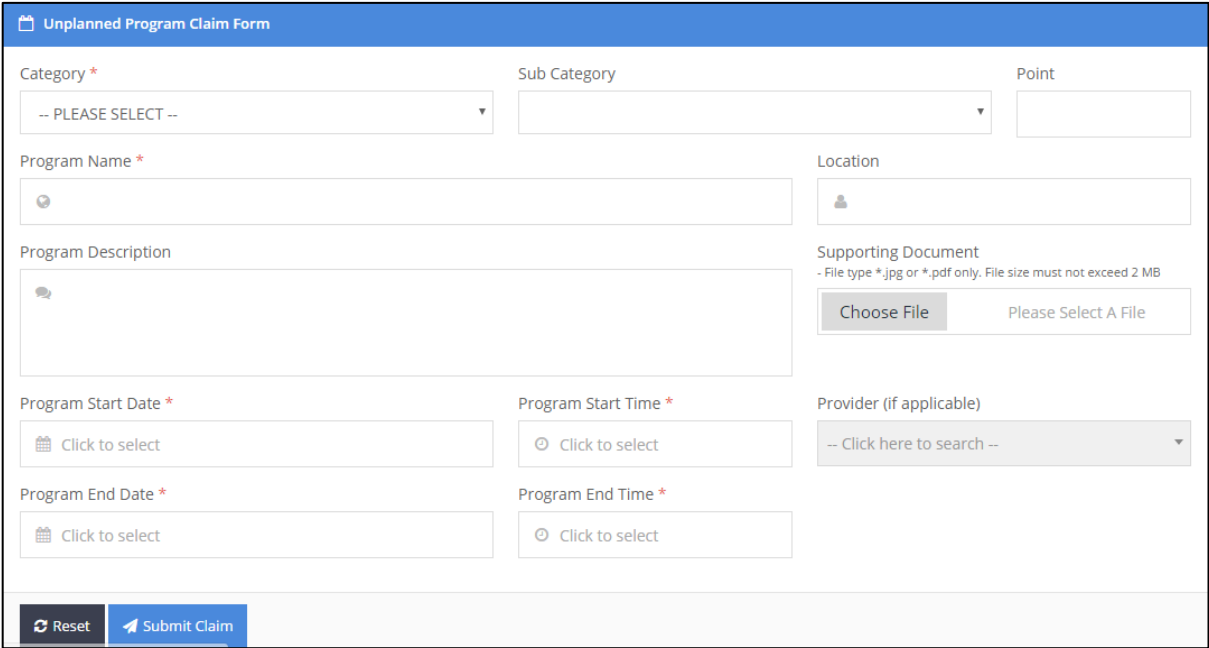
#	SCREENSHOTS / EXPLANATION
	<p>3.2.5 History</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.2.5: History</p>
<p>EX3</p>	<p>Explanation:</p> <p>Figure 3.2.5 as the above will appear after click on “History” sub-menu. It was divided by 2 type of tab related with “Submission Status” and “Supervisor Assign”</p>
<p>EX3.1</p>	<p>1. Submission Status / Supervisor Assign</p> <ol style="list-style-type: none"> 1. User can search the program list based on item below: <ol style="list-style-type: none"> a. Event Name (enter more than 3 character) b. Start Date c. End Date d. Program Name (enter more than 3 character) e. Provider Name

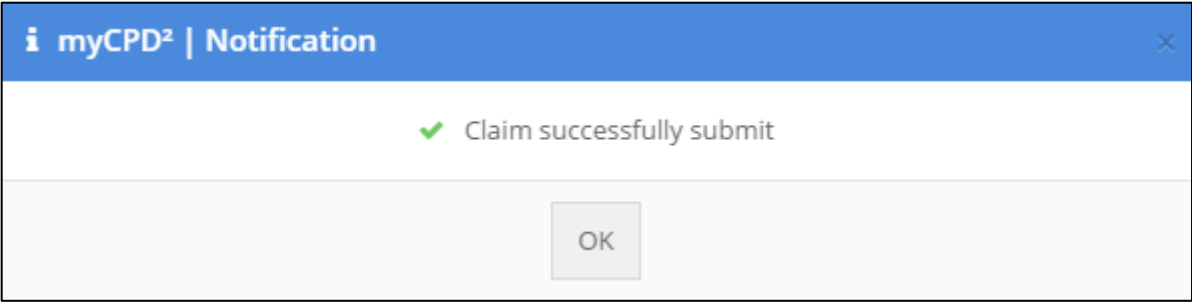
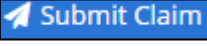
#	SCREENSHOTS / EXPLANATION																					
FG3	<table border="1"> <thead> <tr> <th>#</th> <th>Event/Program Name</th> <th>Provider</th> <th>Start</th> <th>End</th> <th>Status</th> <th></th> </tr> </thead> <tbody> <tr> <td>1</td> <td> Program: meeting on antimicrobials usage in food products (genetically modified organism) Event: Annual scientific meeting on antimicrobial resistance </td> <td>CRYSTAL CLEAR CASTLE</td> <td>11 Nov 2016 11:00</td> <td>11 Nov 2016 13:00</td> <td>APPROVED</td> <td></td> </tr> <tr> <td>2</td> <td> Program: joke.. Event: joke cure illness </td> <td>Bahagian Kejururawatan</td> <td>07 Nov 2016 14:06</td> <td>25 Nov 2016 15:06</td> <td>APPROVED</td> <td></td> </tr> </tbody> </table> <p style="text-align: center;">Figure 3.2.5 – List of event</p>	#	Event/Program Name	Provider	Start	End	Status		1	Program: meeting on antimicrobials usage in food products (genetically modified organism) Event: Annual scientific meeting on antimicrobial resistance	CRYSTAL CLEAR CASTLE	11 Nov 2016 11:00	11 Nov 2016 13:00	APPROVED		2	Program: joke.. Event: joke cure illness	Bahagian Kejururawatan	07 Nov 2016 14:06	25 Nov 2016 15:06	APPROVED	
#	Event/Program Name	Provider	Start	End	Status																	
1	Program: meeting on antimicrobials usage in food products (genetically modified organism) Event: Annual scientific meeting on antimicrobial resistance	CRYSTAL CLEAR CASTLE	11 Nov 2016 11:00	11 Nov 2016 13:00	APPROVED																	
2	Program: joke.. Event: joke cure illness	Bahagian Kejururawatan	07 Nov 2016 14:06	25 Nov 2016 15:06	APPROVED																	
EX3	<p>Explanation:</p> <p>Figure 3.2.5 as the above will appear after click on “Filter Assign” icon. List of event(s) contains:</p> <ul style="list-style-type: none"> • Event / Program Name • Provider • Start • End • Status 																					
FG3	<table border="1"> <thead> <tr> <th colspan="4">Program Details</th> </tr> </thead> <tbody> <tr> <td>PROGRAM NAME:  PROGRAM CLASH TODAY</td> <td>TARGET USER:  Private & Public Sector</td> <td>START:  07/11/2016 8:00:00</td> <td>END:  07/11/2016 22:00:00</td> </tr> <tr> <td colspan="4">PROGRAM DESCRIPTION: PROGRAM CLASH TODAY</td> </tr> <tr> <td colspan="4">Provider Information</td> </tr> <tr> <td> Provider Name:  Persada Digital Sdn Bhd PHONE/FAX NO:  0361418151/ EMAIL:  hazree@outlook.com WEB:  http://pdsb.dyndns.biz:81/mycpd/ </td> <td> Name:  Hazree Haris PHONE:  0129130823 EMAIL:  hazree@mypersada.com </td> <td> Name:  N/A PHONE:  N/A EMAIL:  N/A </td> <td></td> </tr> </tbody> </table> <p style="text-align: center;">Figure 3.2.5: Program Information Detail</p>	Program Details				PROGRAM NAME:  PROGRAM CLASH TODAY	TARGET USER:  Private & Public Sector	START:  07/11/2016 8:00:00	END:  07/11/2016 22:00:00	PROGRAM DESCRIPTION: PROGRAM CLASH TODAY				Provider Information				Provider Name:  Persada Digital Sdn Bhd PHONE/FAX NO:  0361418151/ EMAIL:  hazree@outlook.com WEB:  http://pdsb.dyndns.biz:81/mycpd/	Name:  Hazree Haris PHONE:  0129130823 EMAIL:  hazree@mypersada.com	Name:  N/A PHONE:  N/A EMAIL:  N/A		
Program Details																						
PROGRAM NAME:  PROGRAM CLASH TODAY	TARGET USER:  Private & Public Sector	START:  07/11/2016 8:00:00	END:  07/11/2016 22:00:00																			
PROGRAM DESCRIPTION: PROGRAM CLASH TODAY																						
Provider Information																						
Provider Name:  Persada Digital Sdn Bhd PHONE/FAX NO:  0361418151/ EMAIL:  hazree@outlook.com WEB:  http://pdsb.dyndns.biz:81/mycpd/	Name:  Hazree Haris PHONE:  0129130823 EMAIL:  hazree@mypersada.com	Name:  N/A PHONE:  N/A EMAIL:  N/A																				

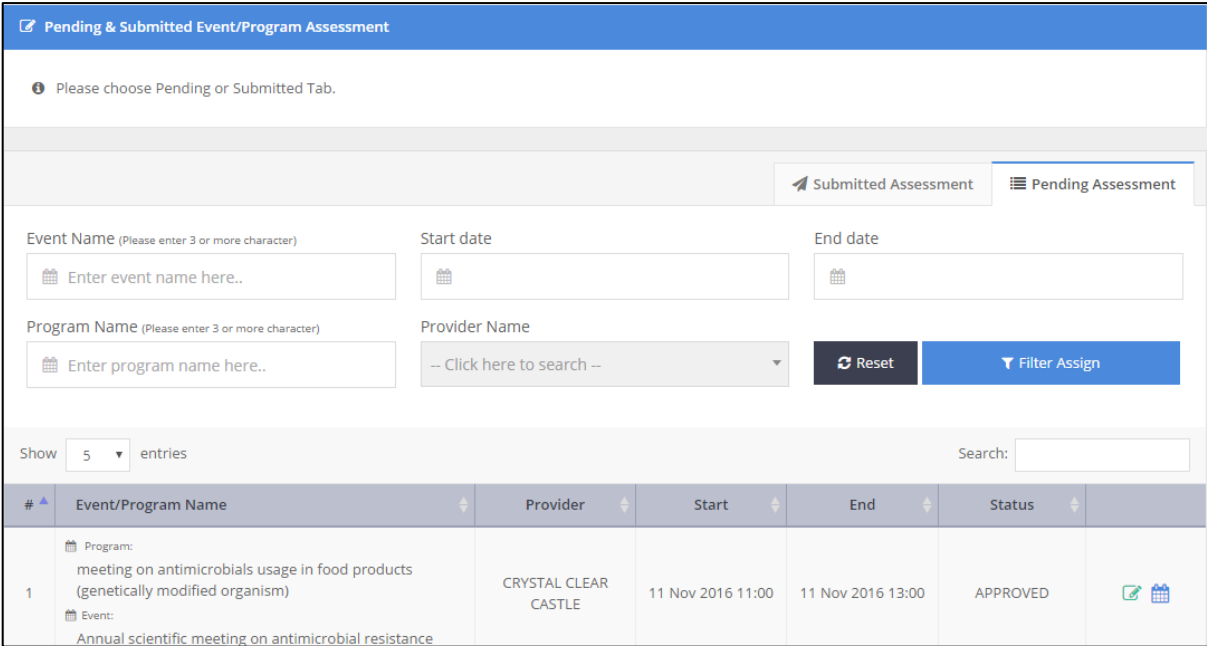
#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <ol style="list-style-type: none">1. Figure 3.2.5 as the above will appear after click on  icon. System will appear the information below:-<ol style="list-style-type: none">a. Program Information<ul style="list-style-type: none">• Program Name• Target User• Start• End• Program Descriptionb. Program Information<ul style="list-style-type: none">• Provider Name• Contact Person• Phone Number• E-mail• Web• Contact Person information• List of Target Group• List of HCP involved in programs or events that organized by provider

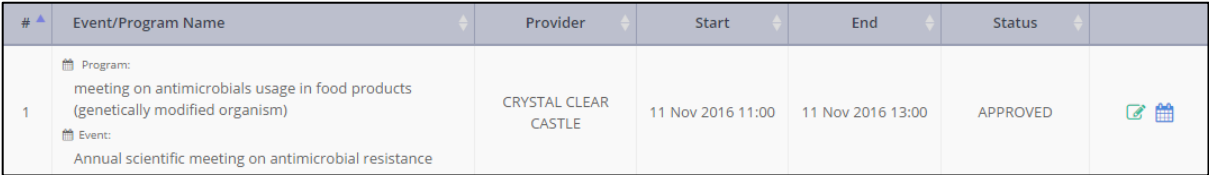
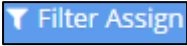
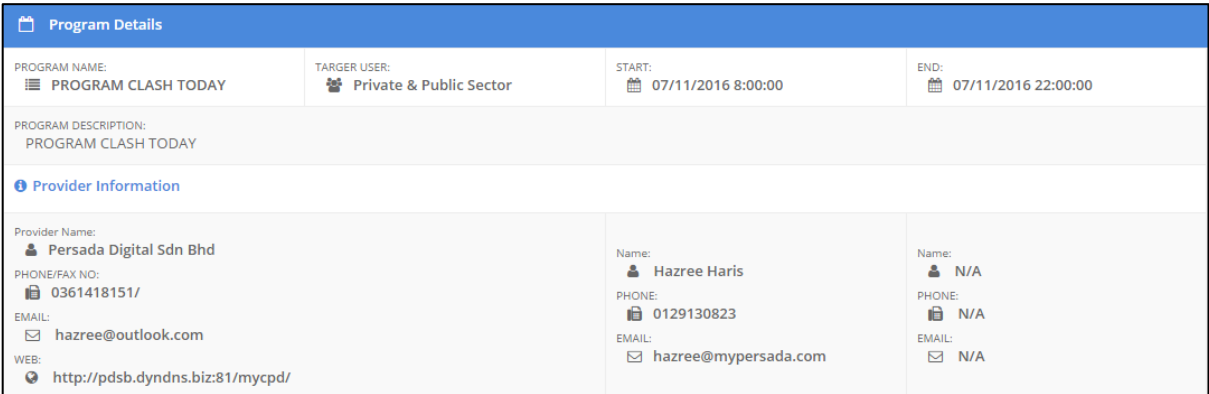
#	SCREENSHOTS / EXPLANATION
	<p>3.3 UnPlanned Program</p>
	<p>3.3.1 Claim History</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.3.1: Claim History</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.3.1 as the above will appear after click on “Claim History” menu. 2. Event information can be search based on the item below:- <ol style="list-style-type: none"> a. Program Name (minimum 3 character(s)) b. Start Date c. End Date d. Selection of Provider Name


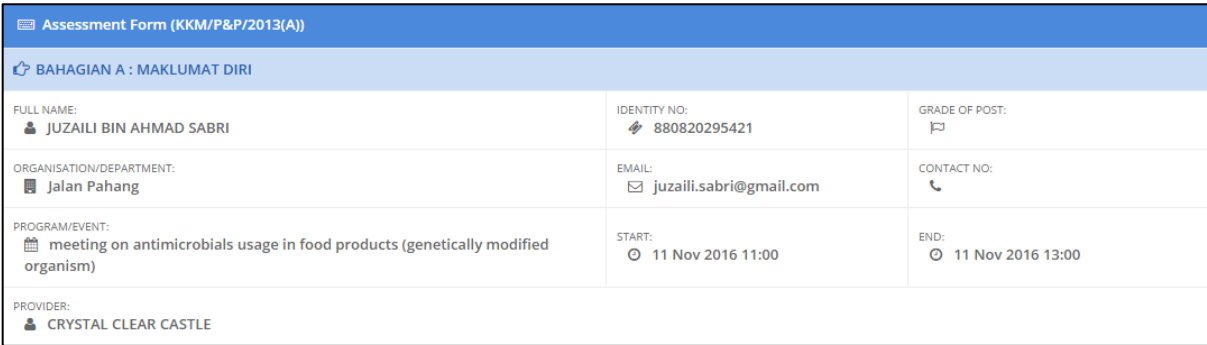
#	SCREENSHOTS / EXPLANATION
FG3	 <p style="text-align: center;">Figure 3.3.1: List of Event(s) and Program(s)</p>
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> Figure 3.3.1 as the above will appear after click on  icon. List of information below will be appear:- <ol style="list-style-type: none"> Event/Program Name Provider Name Category Date Start/End Status
FG3	 <p style="text-align: center;">Figure 3.3.1: Program Details</p>
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> Figure 3.3.1 as the above will appear after click on  icon. List of information below will be appear:- <ol style="list-style-type: none"> Program Name Category

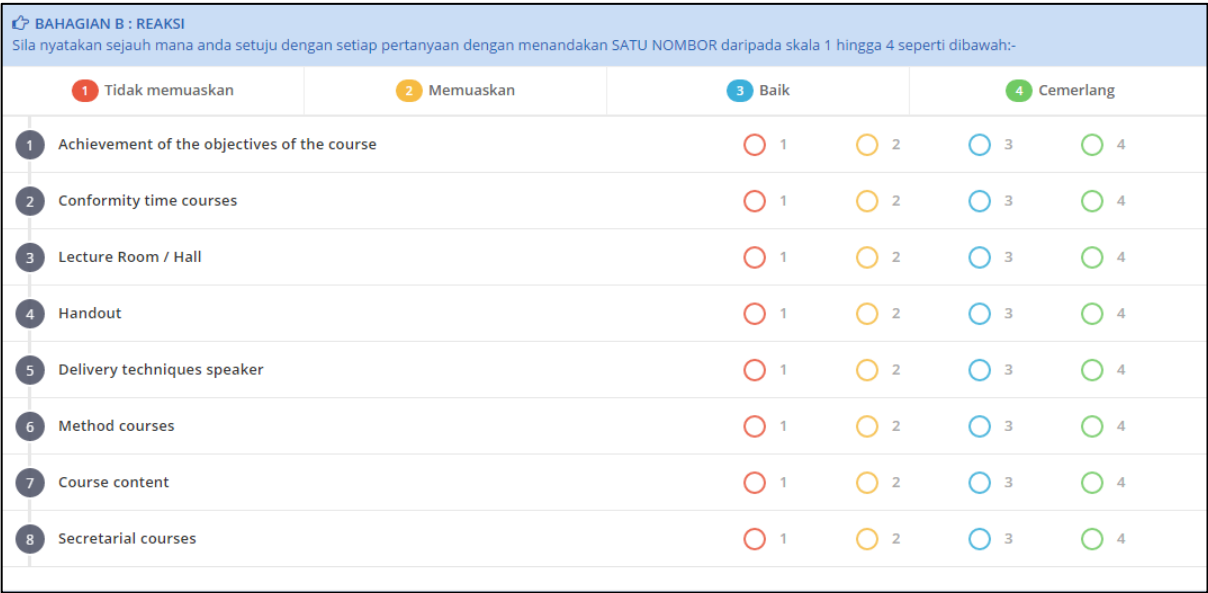
#	SCREENSHOTS / EXPLANATION
	<ul style="list-style-type: none"> c. Date Start d. Date End e. Program Description
	<p>3.3.2 New Claim</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.3.1: New Claim Form</p>
<p>EX3</p>	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.3.2 as the above will appear after click on “New Claim” menu. 2. New Claim form contains:- <ul style="list-style-type: none"> a. Category (Program’s Category) b. Sub Category (If Any) c. Point (The information is depends from selection of category information) d. Program Name e. Location

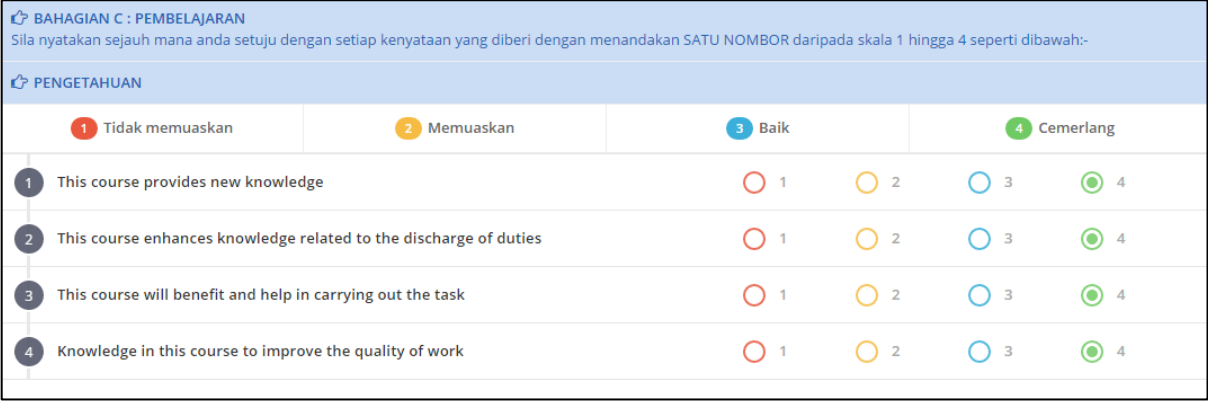
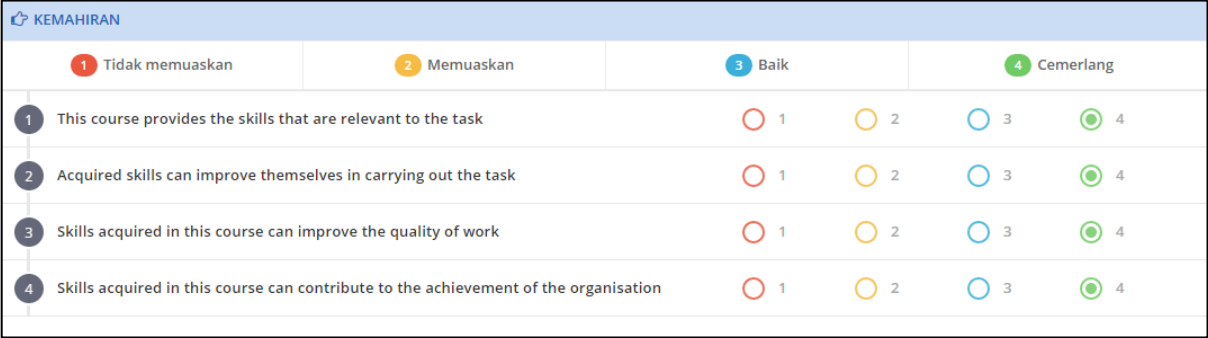
#	SCREENSHOTS / EXPLANATION
	<ul style="list-style-type: none"> f. Program Description g. Supporting Document(s) in jpg or pdf only. Maximum size file is 2MB h. Program start date i. Program end data j. Program start time k. Program end time l. Selection of provider name (If any)
FG3	 <p style="text-align: center;">Figure 3.3.2: Claim Form</p>
EX3	<p>Explanation:</p> <p>Figure 3.2.2 as the above will appear after click on  icon. Confirmation alert for submission of successful claim.</p>

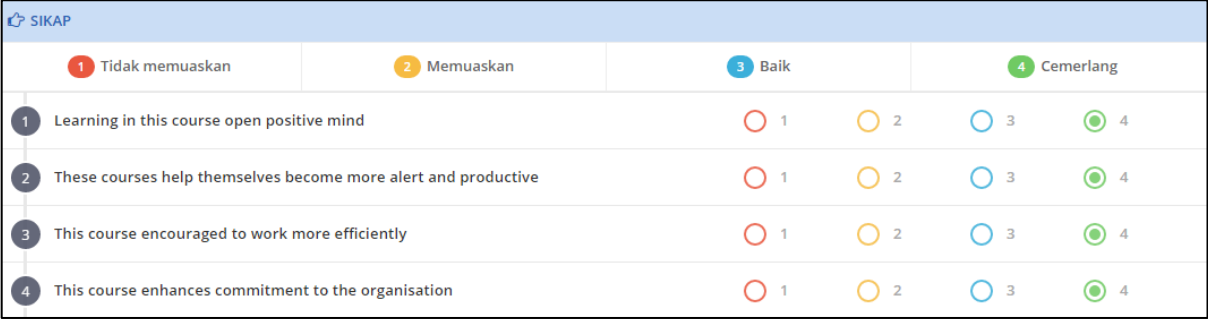
#	SCREENSHOTS / EXPLANATION
	<p>3.4 Program Assessment</p>
	<p>3.4.1 Pending Assessment</p>
	 <p>The screenshot displays the 'Pending & Submitted Event/Program Assessment' interface. It features a header with a tab for 'Pending Assessment'. Below the header, there are search filters for Event Name, Start date, End date, Program Name, and Provider Name. A 'Reset' button and a 'Filter Assign' button are also present. At the bottom, there is a table with columns for #, Event/Program Name, Provider, Start, End, Status, and an icon column. The table contains one entry with the status 'APPROVED'.</p> <p style="text-align: center;">Figure 3.4.1: Pending Assessment</p>
<p>EX3</p>	<p>Explanation:</p> <p>Figure 3.4.1 as the above will appear after click on “Pending Assessment” sub-menu. It was divided by 2 type of tab related with “Submitted Assessment” and “Pending Assessment”</p>
<p>EX3.1</p>	<p>Submission Assessment / Pending Assessment</p> <ol style="list-style-type: none"> 1. User can search the program list based on item below: <ol style="list-style-type: none"> a. Event Name (enter more than 3 character) b. Start Date c. End Date

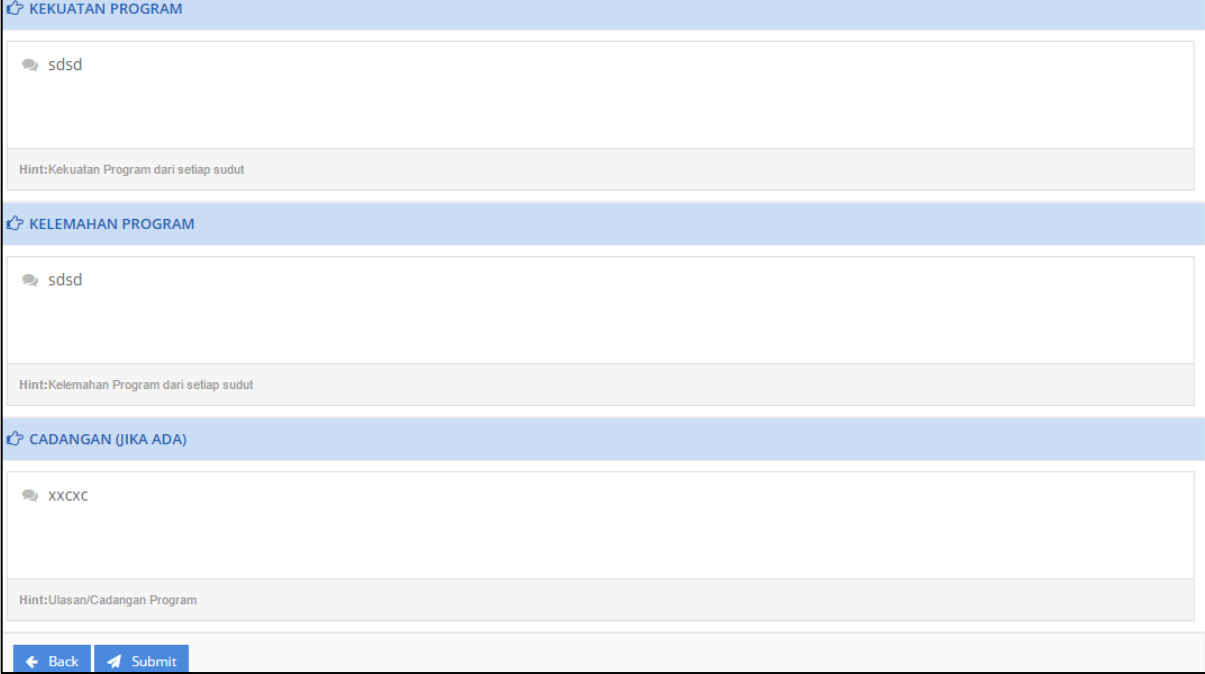
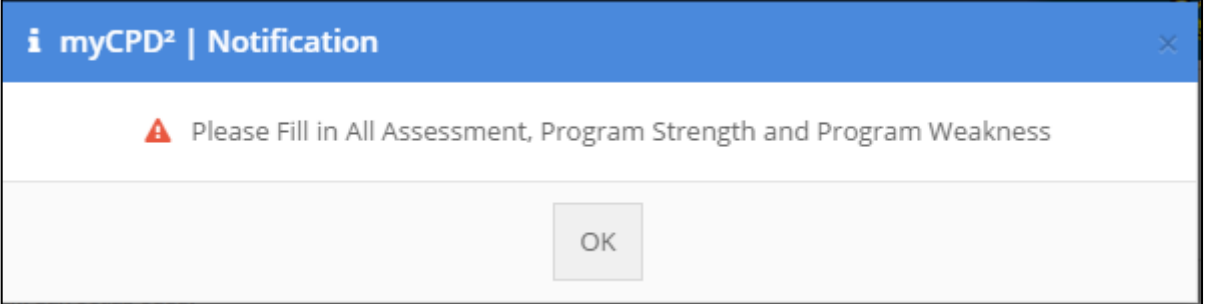
#	SCREENSHOTS / EXPLANATION
	d. Program Name (enter more than 3 character)
FG3	 <p style="text-align: center;">Figure 3.4.1: List of event /program name</p>
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.4.1 as the above will appear after click on  icon. 2. List of information below will be appear:- <ol style="list-style-type: none"> a. Event/Program Name b. Provider Name c. Date Start d. Date End e. Status
FG3	 <p style="text-align: center;">Figure 3.4.1: Program Information Detail</p>

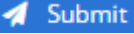
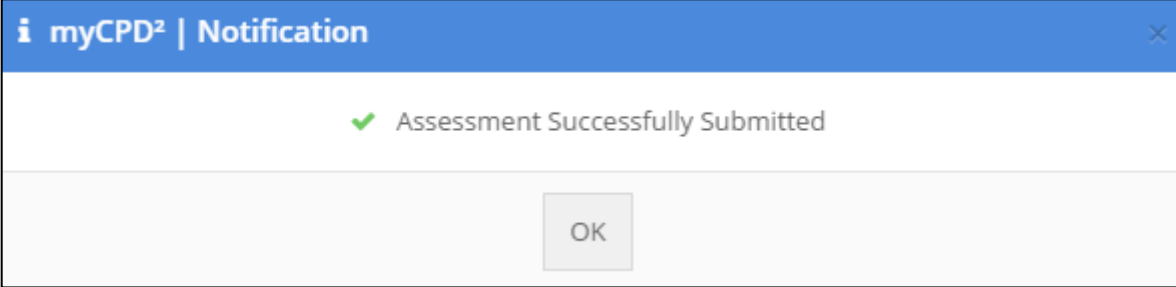
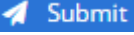
#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.4.1 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Program Information <ul style="list-style-type: none"> • Program Name • Target User • Start • End • Program Description b. Program Information <ul style="list-style-type: none"> • Provider Name • Contact Person • Phone Number • E-mail • Web • Contact Person information • List of Target Group • List of HCP involved in programs or events that organized by provider
FG3	 <p style="text-align: center;">Figure 3.4.1: Assessment Form – Personal Information</p>

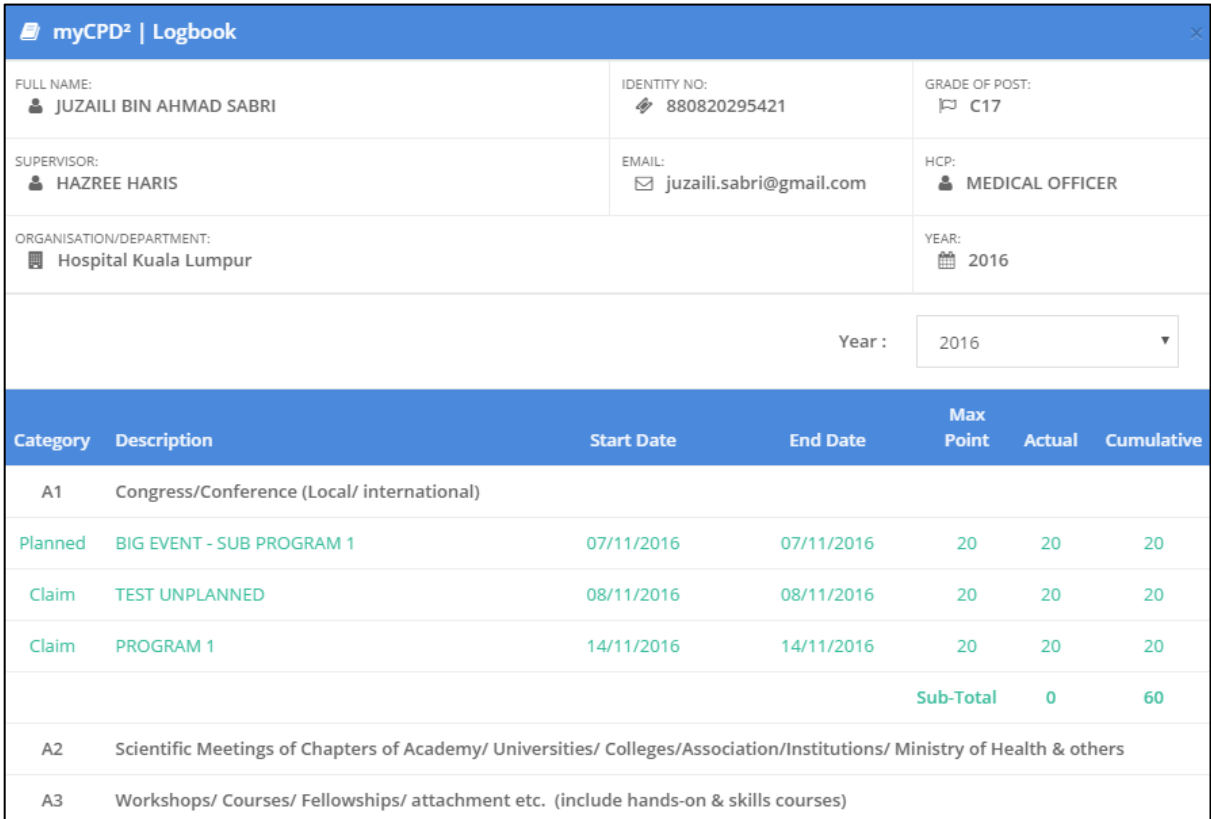
#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <ol style="list-style-type: none"> 1. Figure 3.4.1 as the above will appear after click on  icon. System will appear the information below:- <ol style="list-style-type: none"> a. Section A : Personal Information <ul style="list-style-type: none"> • Full Name • Identity Number • Grade of Post • Organization/Department • E-mail • Contact Number • Program / event • Date Start • Date End • Provider Name
FG3	 <p>Figure 3.4.1: Assessment Form – Reaction Information</p>

#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <p>Figure 3.4.1 as the above are related with reaction information. User has to key-in the information marks for each of assessment.</p>
	 <p>The screenshot shows a section titled 'BAHAGIAN C : PEMBELAJARAN' with the instruction 'Sila nyatakan sejauh mana anda setuju dengan setiap kenyataan yang diberi dengan menandakan SATU NOMBOR daripada skala 1 hingga 4 seperti dibawah:-'. Below this is a sub-section 'PENGETAHUAN' with a rating scale: 1 Tidak memuaskan (red), 2 Memuaskan (orange), 3 Baik (blue), and 4 Cemerlang (green). There are four assessment items, each with four radio buttons corresponding to the scale. The first item is 'This course provides new knowledge', the second is 'This course enhances knowledge related to the discharge of duties', the third is 'This course will benefit and help in carrying out the task', and the fourth is 'Knowledge in this course to improve the quality of work'.</p> <p style="text-align: center;">Figure 3.4.1: Assessment Form – Learning Information</p>
EX3	<p>Explanation:</p> <p>Figure 3.4.1 as the above are related with Learning Information. User has to key-in the information marks for each of assessment.</p>
	 <p>The screenshot shows a section titled 'KEMAHIRAN' with the same rating scale as the previous section: 1 Tidak memuaskan (red), 2 Memuaskan (orange), 3 Baik (blue), and 4 Cemerlang (green). There are four assessment items, each with four radio buttons corresponding to the scale. The first item is 'This course provides the skills that are relevant to the task', the second is 'Acquired skills can improve themselves in carrying out the task', the third is 'Skills acquired in this course can improve the quality of work', and the fourth is 'Skills acquired in this course can contribute to the achievement of the organisation'.</p> <p style="text-align: center;">Figure 3.4.1: Assessment Form – Skill Information</p>

#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <p>Figure 3.4.1 as the above are related with skill Information. User has to key-in the information marks for each of assessment.</p>
	 <p style="text-align: center;">Figure 3.4.1: Assessment Form – Attitude Information</p>
EX3	<p>Explanation:</p> <p>Figure 3.4.1 as the above are related with attitude Information. User has to key-in the information marks for each of assessment.</p>

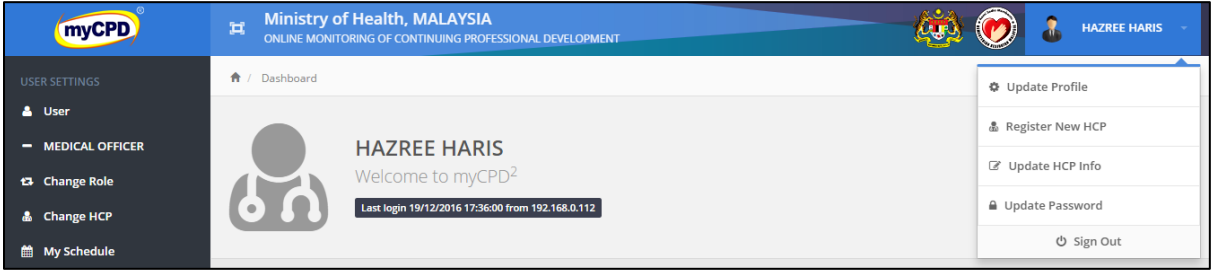
#	SCREENSHOTS / EXPLANATION
	 <p style="text-align: center;">Figure 3.4.1: Assessment Form – Learning Information</p>
<p>EX3</p>	<p>Explanation:</p> <p>Figure 3.4.1 as the above are related with learning information. User has to key-in the information for <i>kekuatan program</i>, <i>kelemahan program</i> and <i>cadangan (jika ada)</i> for each of assessment.</p>
<p>FG3</p>	 <p style="text-align: center;">Figure 3.4.1: Alert Box for verification</p>

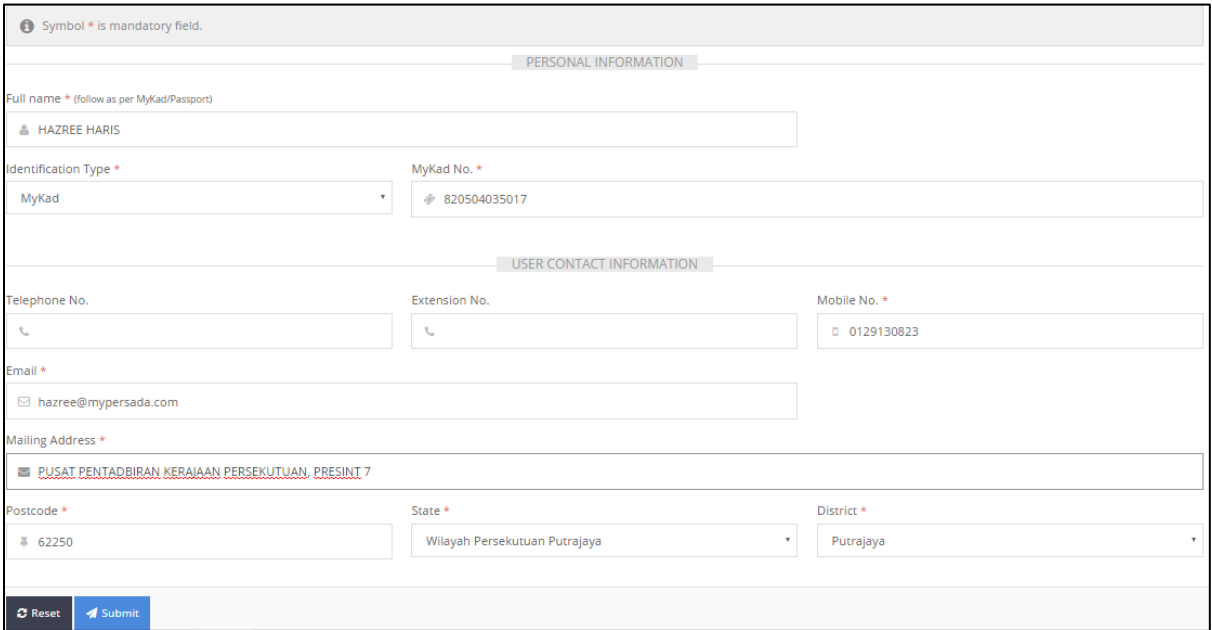
#	SCREENSHOTS / EXPLANATION
EX3	<p>Explanation:</p> <p>Figure 3.4.1 as the above will appear after click on  icon. Verification alert for submission of assessment.</p>
FG3	 <p style="text-align: center;">Figure 3.4.1: Alert Box for submission</p>
EX3	<p>Explanation:</p> <p>Figure 3.4.1 as the above will appear after click on  icon. Verification alert for successfully submission of assessment.</p>

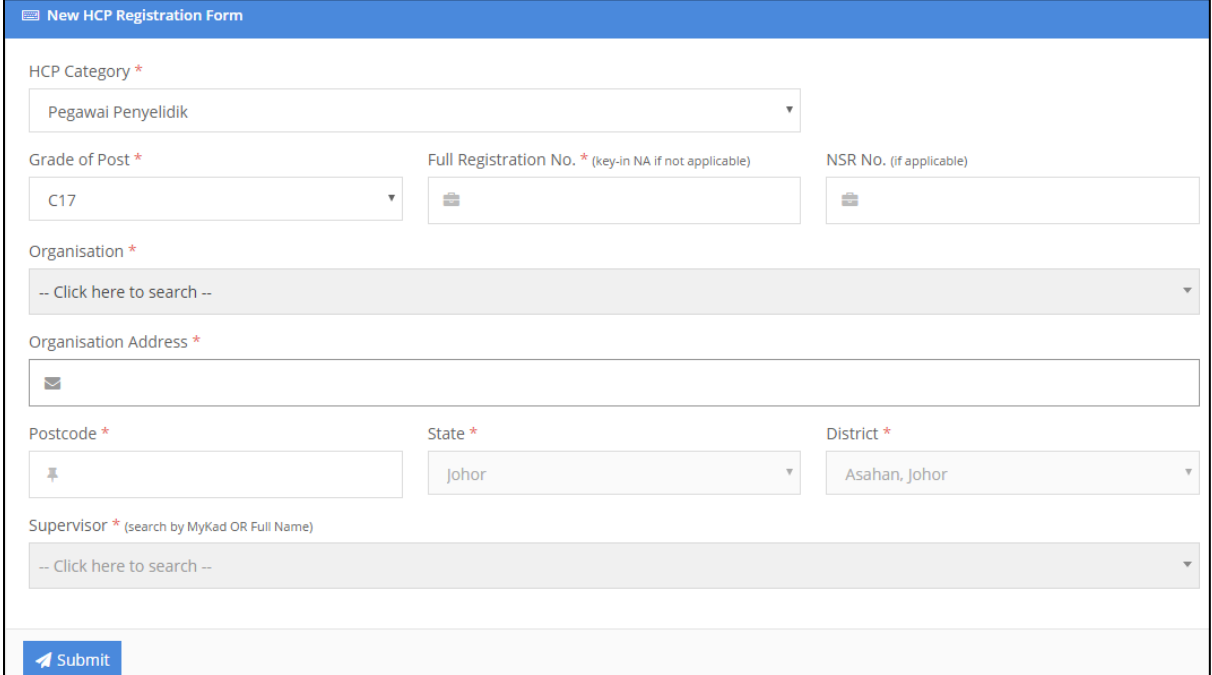

#	SCREENSHOTS / EXPLANATION
	<p>3.5 Log Book</p>  <p>The screenshot displays the 'myCPD2 Logbook' window. It contains a form with the following fields: FULL NAME (JUZAILI BIN AHMAD SABRI), IDENTITY NO (880820295421), GRADE OF POST (C17), SUPERVISOR (HAZREE HARIS), EMAIL (juzaili.sabri@gmail.com), HCP (MEDICAL OFFICER), ORGANISATION/DEPARTMENT (Hospital Kuala Lumpur), and YEAR (2016). Below the form is a table with columns: Category, Description, Start Date, End Date, Max Point, Actual, and Cumulative. The table lists three entries under Category A1: 'Planned BIG EVENT - SUB PROGRAM 1', 'Claim TEST UNPLANNED', and 'Claim PROGRAM 1'. A 'Sub-Total' row shows 0 Actual points and 60 Cumulative points. Category A2 is 'Scientific Meetings of Chapters of Academy/ Universities/ Colleges/Association/Institutions/ Ministry of Health & others' and Category A3 is 'Workshops/ Courses/ Fellowships/ attachment etc. (include hands-on & skills courses)'.</p> <p style="text-align: center;">Figure 3.5: Logbook Information</p>
EX3	<p>Explanation:</p> <p>Figure 3.5 as the above will appear after click on “Logbook” menu. System will appear the information below:-</p> <ul style="list-style-type: none"> • Full Name • Identity Number • Grade of Post • Supervisor • E-mail

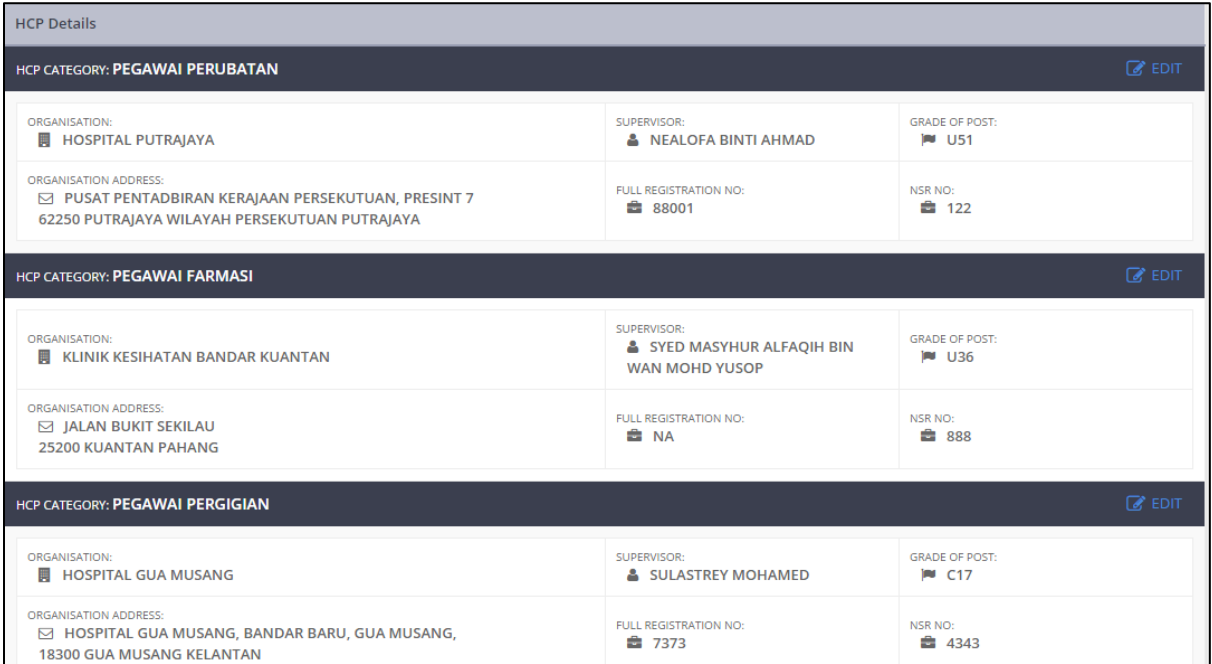

#	SCREENSHOTS / EXPLANATION
	<ul style="list-style-type: none">• HCP• Organization/Department• Year• Selection of Year• List of Program(s)


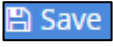
4.0 User Information

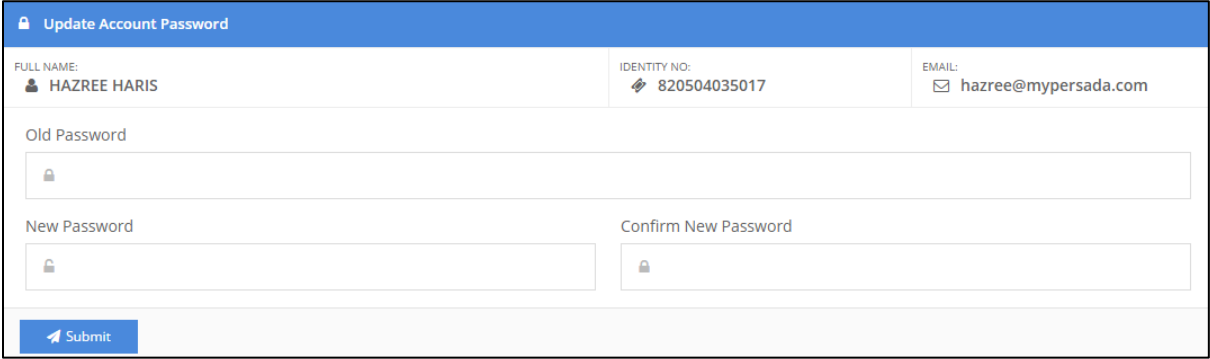
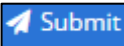
#	SCREENSHOTS / EXPLANATION
	<p>4.1 User Profile</p>
<p>FG4</p>	 <p style="text-align: center;">Figure 4.1: User Profile Information</p>
<p>EX4</p>	<p>Explanation:</p> <p>Figure 4.1 above show a dashboard screen consists of menu to update user information. The sub-menu involved are :-</p> <ol style="list-style-type: none"> 1. Update profile 2. Register New HCP 3. Update HCP Info 4. Update Password

#	SCREENSHOTS / EXPLANATION
4.1.1	Update Profile
FG4	 <p style="text-align: center;">Figure 4.1.1: Update Information Form</p>
EX4	<p>Explanation:</p> <p>Figure 4.1.1 above show a screen contains user information form that can be update by user. There are:-</p> <ol style="list-style-type: none"> 1. Full Name 2. Identification Type 3. My Card No 4. Telephone Number 5. Extension Number 6. Mobile Number 7. E-mail 8. Mailing Address

#	SCREENSHOTS / EXPLANATION
	<p>4.1.2 Register New HCP</p>
<p>FG4</p>	 <p style="text-align: center;">Figure 4.1.2: HCP Registration Form</p>
<p>EX4</p>	<p>Explanation:</p> <p>Figure 4.1.2 above show a screen contains HCP registration form that can be submitted by user via online. The information that has to be key-in by user are:-</p> <ol style="list-style-type: none"> 1. HCP Category 2. Grade of Post 3. Full Registration Number 4. NSR Number (If applicable) 5. Selection of organization name 6. Supervisor 7. Click  icon to update HCP information

#	SCREENSHOTS / EXPLANATION
	<p>4.1.3 Update HCP Information</p>
<p>FG4</p>	 <p style="text-align: center;">Figure 4.1.3: Update HCP Information</p>
<p>EX4</p>	<p>Explanation:</p> <ol style="list-style-type: none"> Figure 4.1.3 above show a screen contains HCP Information after click menu “Update HCP info. The information contains list of HCP category that related with user. Each of HCP category contains information for organization, supervisor, grade of post, organization address, full registration no and NSR No. Click  icon to edit HCP information.

#	SCREENSHOTS / EXPLANATION
<p>FG4</p>	 <p style="text-align: center;">Figure 4.1.3: Update HCP Info (Edit)</p>
<p>EX4</p>	<p>Explanation:</p> <ol style="list-style-type: none"> Figure 4.1.3 above show a screen contains HCP Information after click  icon The information contains list of HCP category that related with user. Each of HCP category contains information for organization, supervisor, grade of post, organization address, full registration no and NSR No. Click  icon to save the HCP information

#	SCREENSHOTS / EXPLANATION
	<p>4.1.4 Update Password</p>
	 <p style="text-align: center;">Figure 4.1.4: Update Account Password</p>
<p>EX4</p>	<p>Explanation:</p> <p>Figure 4.1.4 above show a screen contains update account password form that can be updated by user via online. The information that has to be key-in by user are:-</p> <ol style="list-style-type: none"> 3. Old Password 4. New Password 5. Confirmation Password 6. Click  icon to update the password