MMA CPD GUIDELINES VERSION 4



# MMA SCANNER FOR CPD PROVIDERS (MOBILE APP)

# **MMA SCANNER**

To use the MMA Scanner, Provider must download the app as per steps below:

- 1. Please go to Google Play Store for Android Users AND App Store for IOS Users.
- 2. Search for "MMA Scanner".
- 3. Select and Install the app.



Google Play Store





Provider shall log in to the MMA CPD system to create the event password. Please refer to the steps below;

- 1. Once logged in, click Manage Events then click "Approved Events".
- 2. Search the Event ID Code in the "Event ID" box and click Show.
- 3. Once the event details are shown on the screen, click "Edit Event".
- Please create the MMA Scanner password under "Password" column. Provider may create any preferable password (characters/ numbers/ symbols). Once created, scroll down and click Save.

You have successfully created the MMA Scanner password!





View by login using MMA CPD Provider login details. View by login using Event ID and created password.



1.

View by login using MMA CPD Provider login details. Once signed in, the event details will be shown on the screen. Tap on the event to begin with the mark attendance process.

\*IMPORTANT NOTE: If the provider logs in to the MMA Scanner using the MMA CPD provider login details, the provider shall search for the said event from the list before proceeding with the mark attendance process.



View by login using Event ID and created password.

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- Please allow the MMA Scanner to access the camera. Please note that if the access is denied, the MMA Scanner will not be able to proceed with the scan.
- When the camera application appears, move the camera over the doctors' QR code (doctors need to open their MMA mobile app and show the QR code for the scanning process) within the range of the white box to capture their attendance.





- 1. Please confirm the doctors' details and tap on "Mark" to proceed.
- 2. The attendance has been successfully marked and updated in the MMA CPD system once the "**Successfully Uploaded**" notification pops-up on the screen.

- After the attendance has been marked, it will be recorded in the MMA CPD system.
- Provider shall log in to the MMA CPD System to check all the scanned attendance.
- The list can be viewed under "Approved OR Past Events" → Search for the Event ID code → click "Attendance" → click "Delegate Attendance". Example is shown below.

D	CPD	IC NUMBER \$	NAME \$	EMAIL ¢	ATTENDANCĘ DATE	attendancę Time	POINTS	EVENT SUB CATEGORY	MMC NUMBER	ATTENDANCE TYPE	MOBILE SCAN	SCANNED STATE
	MMA	911111112212	NUR FATIN NAJIHAH	fatnajihah@yahoo.com	25/11/2022	14:23:17	1	c. External lecture/topic seminar (1H)	1234	Delegate	Y	KL