Office hour: Mon – Fri 9am to 8pm (excl Public Holiday)

- Tel: 03 – 4041 8615 / 4042 8615
- Fax: 03 – 4041 1615

Off office hour, please contact:

- Amy – 019-2732568
NOTeD Application
General Overview
NOTeD

NOTeD:

1. The NOTeD is a web based system developed primarily for the use of candidates training in the specialty of Ophthalmology in Malaysia. Candidates undergoing basic ophthalmology or sub-specialty training in Malaysia are required to register with the NOTeD for the purpose of recording all of their training exposure.

2. Ophthalmologists practicing in Malaysia who wish to keep an online record of their professional exposure may also find it useful.
3. The progress of the candidate's training will be monitored and reported upon by supervisors via the system. Core components of the NOTeD include an electronic logbook (synchronised with the National Eye Database), analysis of surgical performance, logging of ophthalmology activities and training milestones as well as assessments by supervisors.

4. Registration for the Basic Sciences Examination (Ophthalmology) will be available on the website.

5. Information relevant for training will also be posted on this website.
Website

www.noted.org.my
At the home page, click Registration menu
Complete the Registration Form. Asterisk (*) indicates compulsory field. Incomplete data, file upload and payment will not be processed by Secretariat.
Registration

- Different purpose of submission will require different information to be completed
Registration

• Click [ADD] to add new Professional Qualifications and Posting record. You can add one or more records for these sections.

### Professional Qualifications

<table>
<thead>
<tr>
<th>No.</th>
<th>Qualification Type</th>
<th>Specify qualification (e.g. Bachelor of Medicine, MBBS, MD, etc)</th>
<th>University / Institution</th>
<th>Year of Graduation</th>
<th>Certificate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Browse...</td>
</tr>
</tbody>
</table>

[REMOVE]

### Posting

*Note: Kindly specify your postings since housemanship*

<table>
<thead>
<tr>
<th>No.</th>
<th>University / Institution</th>
<th>Date From</th>
<th>Date To</th>
<th>Supervisor’s Full Name (1)</th>
<th>Supervisor’s Full Name (2)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
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</tr>
</tbody>
</table>

[REMOVE]
Registration

- Payment is applicable for each purpose of submission (**subject to change**) irrespective whether you have paid previously for the hardcopy logbook.

---

1. Select Payment method
2. Click to select payment slip to be uploaded
3. Tick to agree
4. key in the image of the number shown
5. Click Submit Registration
Registration

- Registration has completed successfully.

SUCCESSFUL REGISTRATION!

You have successfully completed the registration form. Your registration will be submitted for approval by MUCCO. Kindly await for the status of your application via your registered email at X@y.com.my.

HOME
Registration

An autoemail will be sent to you to acknowledge receipt of your registration.

Dear TEST LIM,

You have successfully submitted your application for entry into Formal Training Program. Your application will be reviewed as soon as possible. We will inform you through this email once your application has been approved.

Thank you.

National Ophthalmology Training and Education Database (NOTeD)

(This is an auto generated email, thus no reply required)
Registration

Upon approval by NOTeD manager, you will receive an autoemail to indicate successful registration.

Dear TEST LIM

Thank you for submitting your registration to the National Ophthalmology Training and Education Database (NOTeD) for entry into Formal Training Program.

Your registration has been approved.

Thank you

With warm regards,
National Ophthalmology Training and Education Database (NOTeD)

(This is an auto generated email, thus no reply required)
Registration

- You will also receive another email that provide you the login information.

Welcome to NOTeD (Autoemail) - Message (Plain Text)

Thu 07/12/2017 12:36

NOTeD Registry Manager <ophtha.secretariat@gmail.com>

Welcome to NOTeD (Autoemail)

Dear TEST LIM,

Re: NOTeD First Time Login access information

NOTeD management would like to welcome your participation and contribution to the success of National Ophthalmology Training and Education Database (NOTeD).

This is the 'First Time Login' access information for you to access NOTeD. For information security you are to change your access information immediately upon receiving this letter.

1. Login to www.noted.org.my

2. Enter the 'Username' and 'Password' given below to activate your NOTeD account.

   Username: [redacted] (Case Sensitive)
   Password: [redacted] (Case Sensitive)

3. Update your own identity that you could remember, new 'Username' and new 'Password'.

   You shall be responsible to NOTeD information confidentiality. You shall not at anytime or under any circumstances reveal your identity that you just created to any unauthorized party and shall take all steps to prevent discovery and/or disclosure of your access right to any unauthorized party. The password can be changed regularly.

   Thank you,
   NOTeD Registry Manager

   (This is computer generated letter. Thus no signature required.)

   The information contained in this communication is confidential, may be attorney-client privileged, may constitute inside information, and is intended only for the use of the addressee. It is the property of the company of the sender of this e-mail. Unauthorized use, disclosure, or copying of this communication or any part thereof is strictly prohibited and may be unlawful. If you have received this communication in error, please notify us immediately by return e-mail and destroy this communication and all copies thereof, including all attachments.
Go to www.noted.org.my and key in the username and password specified in the email to login.
First Time Login

- Complete the details required to create your login account

1. Complete details

2. Click Submit changes
First Time Login

- Successful first time login. Click to continue.

Click here to begin NOTeD
Alert / Pending Task

- Click the link at pending task to confirm your posting and rotation information

[Image of a website interface with a highlighted alert and a red arrow pointing to a clickable link labeled 'Click here']
Posting

- Click on the current posting location for the logbook purpose. Then click Save & Add Rotation

1. Click on the data row below to select your current posting that you would like to create the logbook for. It will auto-fill into the blank form below for you to proceed to add rotation record (if applicable).

2. Check & Complete data where applicable

3. Click Save & Add Rotation
Posting Rotation

- Key in the rotation details and click Save Changes

1. Key in rotation details

2. Click Save Changes
Posting Rotation

- You can add more than 1 rotation by clicking Add Rotation button.
- Once you have completed, click Save Changes.
At the posting list, set all past postings as posting history
After you’ve set, the record will disappear from Posting list
Begin Logbook

- Return to Dashboard page to begin entering your logbook.
- Please refer to the Logbook User Guide for more details.