

STEP-BY-STEP GUIDE
ON HOW TO CAST YOUR VOTES ONLINE

LOG IN TO THE PRS PORTAL

Step 1: Please access the SMC website at www.smc.gov.sg. Next, select the “Login” tab on the left-hand side of the page.

Screen 1



Step 2: At Screen 2, select “Doctor”.

Screen 2

Instructions for Authorised Users

This site is best viewed using IE 8 and above.

I am logging as:

- Doctor
- Applicant with Temporary Registration Number (X-number)
- HR Personnel
- CPE Provider / Professional Body

SINGAPORE MEDICAL COUNCIL ELECTION 2017

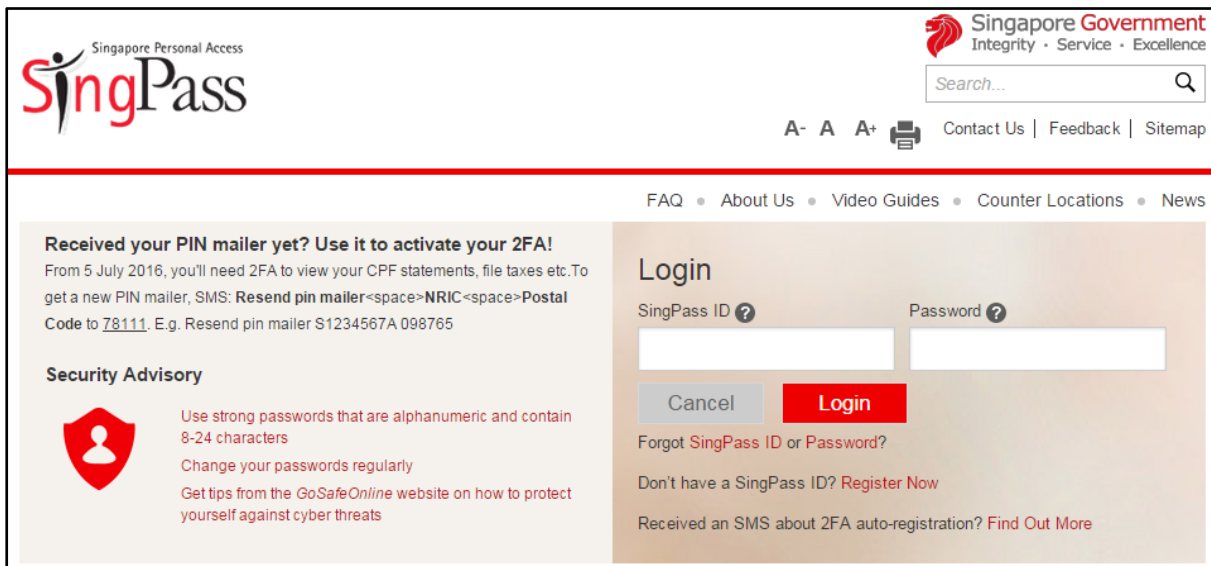
Step 3: At Screen 3, select the image “Login here with SingPass”.

Screen 3



Step 4: At Screen 4, enter your SingPass ID and Password to access the SMC Professional Registration System (PRS) Portal.

Screen 4

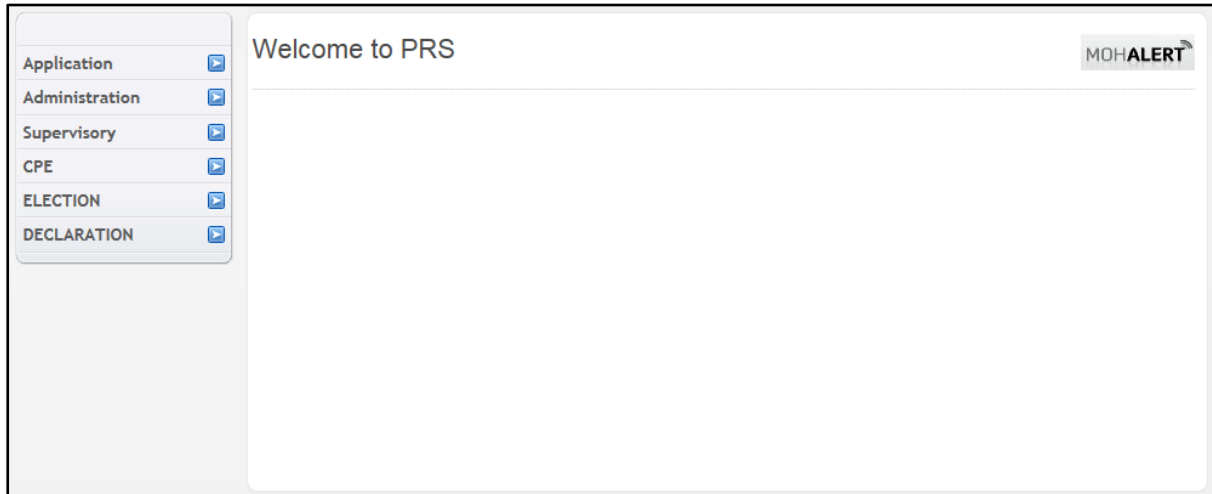


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ELECTION PAGE

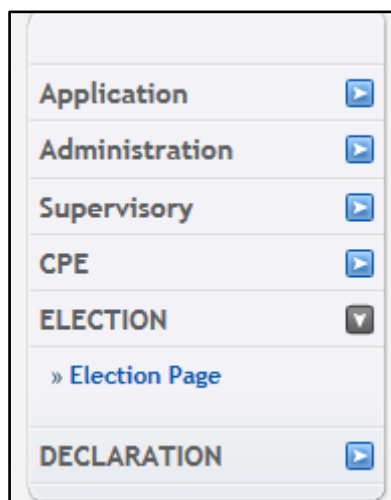
Step 5: Once you have successfully logged in to the PRS portal, you will see Screen 5. Please select the “**ELECTION**” tab on the left-hand side of the page.

Screen 5



Step 6: Once you have selected “**ELECTION**” tab, the “**Election Page**” link should appear (Screen 6). Please click on it to enter the Election Page.

Screen 6



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[VIEW CANDIDATES' CVS](#)

Step 7: On the Election Page (Screen 7), select “**View**” under the Action header to view the CVs of the candidates standing for the election. Please note that the “**Vote**” button will only appear during election period.

Screen 7

Election Page		
Election Title		
No. of Vacancies		
Voting Start Date		Voting End Date
Voted?	Vote Ref Number	Action
No	-	View Vote

Legend:

Step 8: After selecting “**View**”, the names of all the candidates standing for the election will appear along with the links to their CVs (Screen 8). Please select the link to view each candidate’s CV.

Screen 8

LIST OF ELECTION CANDIDATES	
Election Title:	
No. of Vacancies:	
Voting Start Date:	
Voting End Date:	
Candidate	Candidate's CV
Candidate 1	CV_MCR1.pdf
Candidate 2	CV_MCR2.pdf
Candidate 3	CV_MCR3.pdf

Important Notes /Instructions:

[Back](#)

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CAST YOUR VOTES

Step 9: To vote, please return to the *Election Page* and select “**Vote**” under the Action header. After you have done so, you will be re-directed to the Voting Page as shown in Screen 9.

At the Voting Page, you may select your desired candidates by checking the box next to the respective candidates’ names. Once you have made your selection, select the “**Submit**” button below.

Screen 9

Tick to Vote	Candidate	Candidate's CV
<input type="checkbox"/>	Candidate 1 (MCR1)	CV_MCR1.pdf
<input type="checkbox"/>	Candidate 2 (MCR2)	CV_MCR2.pdf
<input type="checkbox"/>	Candidate 3 (MCR3)	CV_MCR3.pdf

Step 10: Thereafter, you will be directed to Screen 10 where you will be asked to confirm your selection.

Screen 10

You have selected the following candidate(s):

- 1) Candidate 1 (MCR1)
- 2) Candidate 2 (MCR2)

Please click "Confirm" to submit your vote. Once the vote is submitted, you will not be able to make further changes. Otherwise, click "Cancel" to re-select your candidates.

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ACKNOWLEDGEMENT

Step 11: Once you have confirmed your selection, you will be directed to the acknowledgement page as seen in Screen 11. You may wish to jot down the voting reference for your future reference. Select “**OK**” to return to the SMC PRS front page.

Screen 11

Successful Submission of Vote

Your vote has been submitted successfully and your voting reference is SMC2016-XXXX. You may wish to print / save this acknowledgement for your own reference.

An acknowledgement email will be sent to <<voter's email address>> shortly.

Thank you.

CONTACT US

If you have any queries or require any assistance in voting, please email us at smc_elections@smc.gov.sg or contact one of the following Assistant Returning Officers:

- Mr Ernie Lim : 6355 2469
- Mr Lim Heng Seng : 6355 2390
- Ms Jaslyn Ng : 6372 3140
- Mr Wilson Low : 6355 2470
- Ms Cheryl Loh : 6355 2471

Thank you for participating in the SMC Election 2017.