

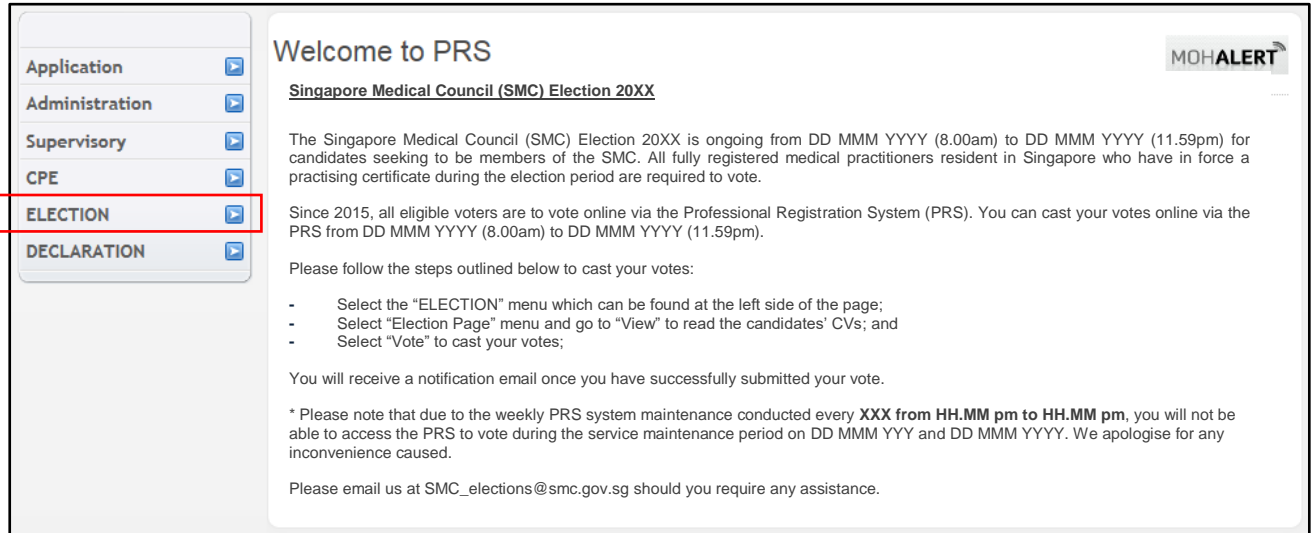
# SINGAPORE MEDICAL COUNCIL ELECTION 2019

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

### ELECTION PAGE

**Step 1:** Please login to the Professional Registration System (PRS) on SMC website using your SingPass. Once you have logged in to the PRS, you will see Screen 1. Please select the "**ELECTION**" tab on the left-hand side of the page.

#### Screen 1



**Welcome to PRS** MOHALERT

Singapore Medical Council (SMC) Election 20XX

The Singapore Medical Council (SMC) Election 20XX is ongoing from DD MMM YYYY (8.00am) to DD MMM YYYY (11.59pm) for candidates seeking to be members of the SMC. All fully registered medical practitioners resident in Singapore who have in force a practising certificate during the election period are required to vote.

Since 2015, all eligible voters are to vote online via the Professional Registration System (PRS). You can cast your votes online via the PRS from DD MMM YYYY (8.00am) to DD MMM YYYY (11.59pm).

Please follow the steps outlined below to cast your votes:

- Select the "ELECTION" menu which can be found at the left side of the page;
- Select "Election Page" menu and go to "View" to read the candidates' CVs; and
- Select "Vote" to cast your votes;

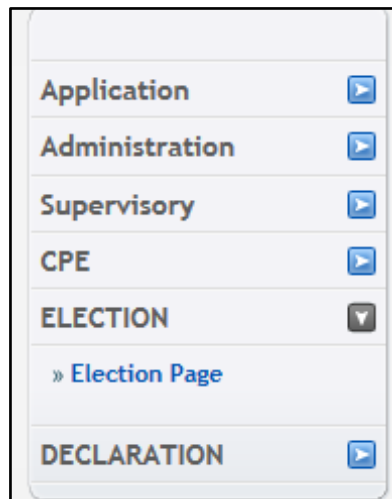
You will receive a notification email once you have successfully submitted your vote.

\* Please note that due to the weekly PRS system maintenance conducted every **XXX from HH.MM pm to HH.MM pm**, you will not be able to access the PRS to vote during the service maintenance period on DD MMM YYYY and DD MMM YYYY. We apologise for any inconvenience caused.

Please email us at SMC\_elections@smc.gov.sg should you require any assistance.

**Step 2:** Click on the "**Election Page**" link (Screen 2).

#### Screen 2



Application

Administration

Supervisory

CPE

**ELECTION**

» Election Page

DECLARATION

# SINGAPORE MEDICAL COUNCIL ELECTION 2019

## [VIEW CANDIDATES' CVS](#)

**Step 3:** On the Election Page (Screen 3), select “**View**” under the “Action” header to view the CVs of the candidates. Please note that the “**Vote**” button will only appear during election period.

Screen 3

The screenshot shows the 'Election Page' interface. On the left is a navigation menu with categories: Application, Administration, Supervisory, CPE, ELECTION (selected), and DECLARATION. Under 'ELECTION', the 'Election Page' link is active. The main content area is titled 'Election Page' and contains a summary box with 'Election Title', 'No. of Vacancies', 'Voting Start Date', and 'Voting End Date'. Below this is a table with columns 'Voted?', 'Vote Ref Number', and 'Action'. The 'Voted?' column shows 'No', and the 'Action' column contains links for 'View' and 'Vote'. A legend below the table explains the 'View' and 'Vote' actions.

Voted?	Vote Ref Number	Action
No	-	<a href="#">View</a> <a href="#">Vote</a>

**Legend:**

- View – To view the CVs of the candidates standing for the election
- Vote – To cast votes in the election

**Step 4:** The names of all the candidates standing for the election will appear along with the links to their CVs (Screen 4). Please select the link to view each candidate's CV.

Screen 4

The screenshot shows the 'LIST OF ELECTION CANDIDATES' interface. It features the same navigation menu as Screen 3. The main content area is titled 'LIST OF ELECTION CANDIDATES' and contains a summary box with 'Election Title:', 'No. of Vacancies:', 'Voting Start Date:', and 'Voting End Date:'. Below this is a table with columns 'Candidate' and 'Candidate's CV'. The table lists six candidates and their corresponding CV files. Below the table, there are 'Important Notes /Instructions' and a 'Back' button.

Candidate	Candidate's CV
Candidate 1	CV_MCR1.pdf
Candidate 2	CV_MCR2.pdf
Candidate 3	CV_MCR3.pdf
Candidate 4	CV_MCR4.pdf
Candidate 5	CV_MCR5.pdf
Candidate 6	CV_MCR6.pdf

**Important Notes /Instructions:**  
Please remember to cast your votes from DD MMM YYYY (8.00am) to DD MMM YYYY (11.59pm).

[Back](#)

# SINGAPORE MEDICAL COUNCIL ELECTION 2019

## CAST YOUR VOTES

**Step 5:** 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 5.

At the Voting Page, vote for 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 5

Tick to Vote	Candidate	Candidate's CV
<input type="checkbox"/>	Candidate 1	CV_MCR1.pdf
<input type="checkbox"/>	Candidate 2	CV_MCR2.pdf
<input type="checkbox"/>	Candidate 3	CV_MCR3.pdf
<input type="checkbox"/>	Candidate 4	CV_MCR4.pdf
<input type="checkbox"/>	Candidate 5	CV_MCR5.pdf
<input type="checkbox"/>	Candidate 6	CV_MCR6.pdf

**Step 6:** You will be asked to confirm your selection (Screen 6).

Screen 6

You have selected the following candidate(s):

- 1) Candidate XXX (MCRX)
- 2) Candidate XXX (MCRX)
- 3) Candidate XXX (MCRX)
- 4) Candidate XXX (MCRX)
- 5) Candidate XXX (MCRX)

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 7:** Once you have confirmed your selection, you will be directed to the acknowledgement page as seen in Screen 7. Please note/jot down the voting reference (e.g. SMC2019-xxxx) for your reference. Select “**OK**” to return to the SMC PRS front page.

### Screen 7

**Successful Submission of Vote**

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

An acknowledgement email will be sent to <<Voter's Preferred 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](mailto:smc_elections@smc.gov.sg)

Thank you for participating in the SMC Election 2019.