
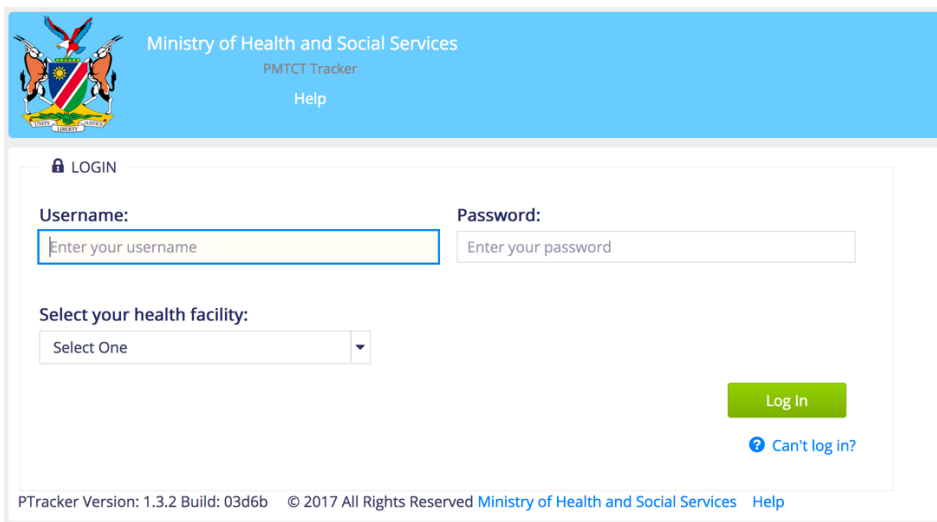



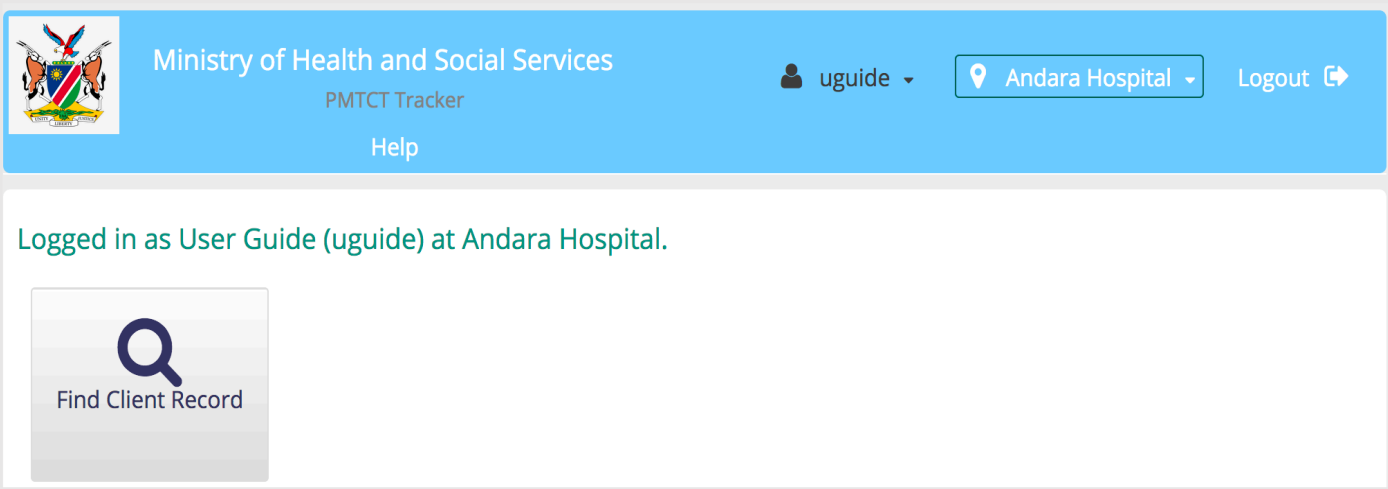
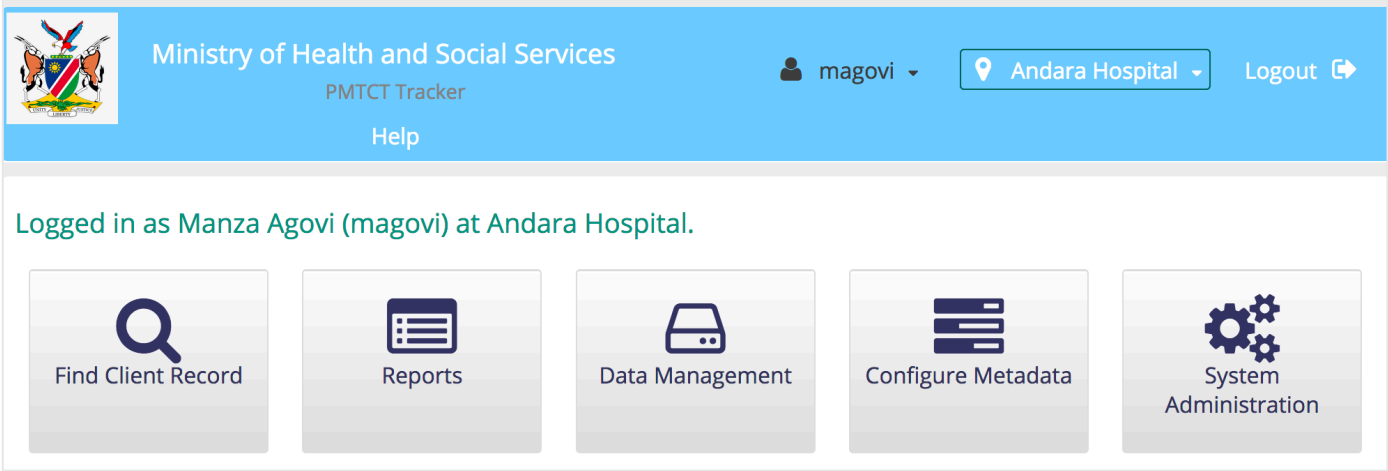


1. How to Login to PTracker

Objective:	To successfully log in the PTracker as a user	
Tasks:	<ul style="list-style-type: none"> Enter provided username and password Select correct user facility where service was provided 	
When:	Ready to start using the system	
Who:	MCH staff who receive clients and all authorized users of PTracker. These users should have login access.	
Required Materials:	Username, password, hardware with Firefox web browser or ODK collect application to access the PTracker application.	
STEP	ACTION	
1.	Open up the Firefox web browser by clicking on the icon 	
2.	On the Firefox web browser enter the following web address https://ptracker.mhss.gov.na in the URL window and hit the Enter/Return key on your keyboard.	
3.	<p>The main PTracker login page will be displayed.</p> 	
4.	Type in your assigned PTracker username and password.	
5.	Select the health facility providing the service.	
6.	Select the login button to access PTracker	
	Note: A successful Login requires you to enter your correct username, password <u>and</u> health facility selected	

STEP	ACTION
	<p>When this page is displayed, then the login has been successful.</p> <div data-bbox="175 352 1555 837"><p>The screenshot shows the PMTCT Tracker interface for user 'uguide' at Andara Hospital. The header is blue with the Ministry of Health and Social Services logo, the text 'Ministry of Health and Social Services PMTCT Tracker', and a 'Help' link. The user 'uguide' is logged in, and the location is 'Andara Hospital'. A 'Logout' button is visible. Below the header, a message states 'Logged in as User Guide (uguide) at Andara Hospital.' A single button labeled 'Find Client Record' with a magnifying glass icon is displayed.</p></div>
7.	<p>NOTE: Depending on your account setup and user level access, you may or may not see the REPORT button and other controlled user access levels available in PTracker. See section on PTracker User access levels.</p> <div data-bbox="175 1087 1555 1554"><p>The screenshot shows the PMTCT Tracker interface for user 'magovi' at Andara Hospital. The header is blue with the Ministry of Health and Social Services logo, the text 'Ministry of Health and Social Services PMTCT Tracker', and a 'Help' link. The user 'magovi' is logged in, and the location is 'Andara Hospital'. A 'Logout' button is visible. Below the header, a message states 'Logged in as Manza Agovi (magovi) at Andara Hospital.' Five buttons are displayed: 'Find Client Record' (magnifying glass icon), 'Reports' (list icon), 'Data Management' (floppy disk icon), 'Configure Metadata' (server rack icon), and 'System Administration' (gears icon).</p></div>