



## NLA-SA Learning Management System

Welcome to the NLA-SA's Learning Management System (LMS) which has been established to fulfil and support a number of important requirements that the NLA provides. These are the following:

- a) Implementation of on-line courses and exams where necessary
- b) Support for various Continuing Professional Development (CPD) activities – primarily at this stage the provision of Technical Articles and associated questions, enabling MetCert Certified metrologists to earn CPD points in the category of personal development.

Please note that not all the functionality of the site is available, but it is our intention to make more use of this capability in the future.

**MetCert:** The first part of the web site that has been activated is for section under b) above and in line with our recent announcement allows metrologists to earn CPD points as was being previously being offered by way of a journal publication.

### Instructions:

In order to make use of the LMS please follow the following simple instructions:

- 1) Log on to the following web site, url: <http://www.cpdms.nla.org.za> , or use the link from the main NLA web site: <http://www.nla.org.za> and next to the Certification of Persons tab on the main menu bar a link (CPDLMS) is provided.
- 2) Register by clicking on the **New User Sign Up** tab on the menu bar.
- 3) When signing up please ensure that all fields are completed.
- 4) Please note your user name and password and keep it in a safe place for future use as well as then you can log on once your registration is approved.
- 5) Most importantly provide your MetCert Certificate number. This can be found on your MetCert Certificate. In order to assist us please only provide the it in this format; NLA\_MC\_C\_XXX without the end number which indicates the revision of the certificate. Doing this will ensure that when you have successfully answered the questions associated with each article the certificate printed will have this information, enabling us to track it correctly.
- 6) Please note that initially the CPD Articles was only open to MetCert Certified Metrologists. Due to demand we have opened these articles up to anyone who wishes to complete them and as of August 2020, the articles are also SACNASP approved. Please enter your SACNASP Registration number in order for the Certificate to reflect this information.
- 7) If your neither MetCert nor SACNASP certified please leave the field blank.
- 8) Note: The system will email you an acknowledgement as well as the NLA.

- 9) We will verify the details and then approve you as a user. We will endeavour to do this as soon as possible, but dependant on workload may take a few days.
- 10) After you have been approved the system will, by email, advise you of your successful registration and you may the log-in and use the site.

### **CPD Articles:**

For CPD purposes please use the CPD Articles under Courses and there you will find the articles which can opened, downloaded or printed. Read the article, then start the quiz and answer the questions. The system will automatically score your quiz and you need to obtain 80% correct answers. You have two opportunities to complete the quiz. Once marked and you obtain 80%, the system allows you to print your certificate. This should be filed and submitted when you apply for re-certification.

If you have any difficulties, please contact Petro van Wyk at the NLA offices.  
[metcert@nla.org.za](mailto:metcert@nla.org.za) or 012 349 1500.