

# CROSS CONNECTION

## WEB PORTAL INSTRUCTIONS



**SACRAMENTO COUNTY EMD**

# WHAT IS A PORTAL?

The Cross Connection portal is our free and secure web-based access system that allows you to electronically manage your tester account at any time.

With the portal, you can electronically submit test reports, print out test reports for billing purposes and for your client's compliance records, view your certificate expiration dates, renew your annual tester registration and purchase blue tags.

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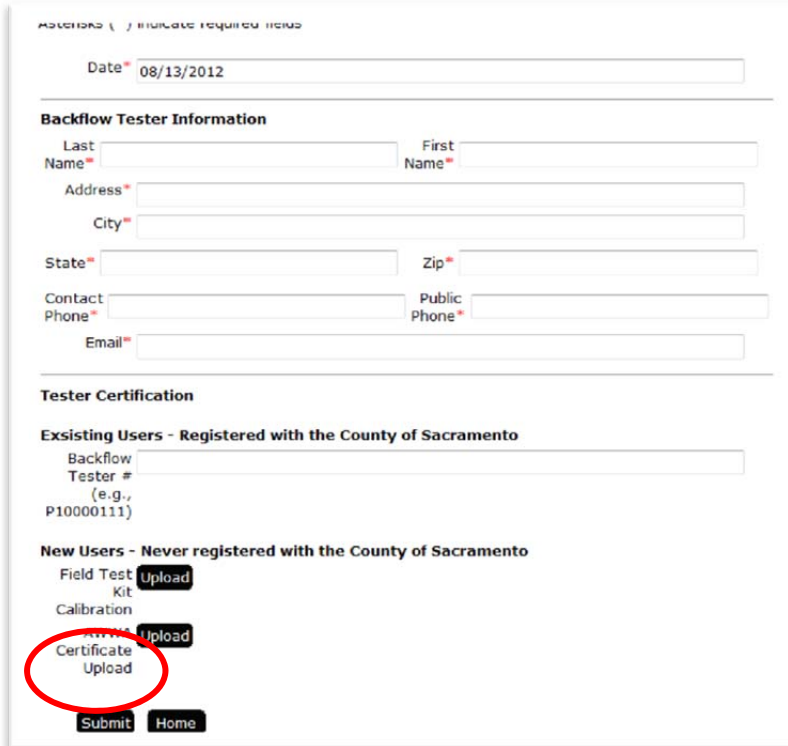
# REQUEST A LOGIN

1. Click **Request a Username and Password** link on the EMD portal homepage  
<http://emdportal.saccounty.net>

*Note: You need a current E-mail account to use the portal system*



2. Enter required information on black request form:
  - Last and First Name**
  - Address**
  - Contact phone number**
  - EMD tester number**
  - E-mail**
3. Press **Submit** when finished
4. EMD reviews your information, and activates your portal account within three business days
5. You will be notified by e-mail with your login information, when approved



DATE TIME & / INDICATE REQUIRED ITEMS

Date\* 08/13/2012

**Backflow Tester Information**

Last Name\* First Name\*

Address\*

City\*

State\* Zip\*

Contact Phone\* Public Phone\*

Email\*

**Tester Certification**

**Existing Users - Registered with the County of Sacramento**

Backflow Tester #  
(e.g., P10000111)

**New Users - Never registered with the County of Sacramento**

Field Test Kit  Upload

Calibration  Upload

Certificate  Upload

Submit Home

# LOGIN


1. Enter your **Username and Password**
2. Press **Login**

Please login below to electronically complete and submit your forms.

User name  Password

[Request a Username and Password](#)

[Forgot Password?](#)

[Portal User Instructions - Download and read before submitting](#) 

TESTERxxxxx, TEDxxxx (PI0001027)

Home | **Change Password** | Logout

## CHANGE YOUR TEMPORARY PASSWORD

1. Click **Change Password** tab in the upper right hand corner of the tester homepage
2. Enter your **New Password**  
must have at least six (6) characters
3. **Confirm** New Password
4. Press **Apply Changes**, then **Home** to return to the tester homepage

### System Username and Password

Username: tester1

New Password:

Confirm New Password:

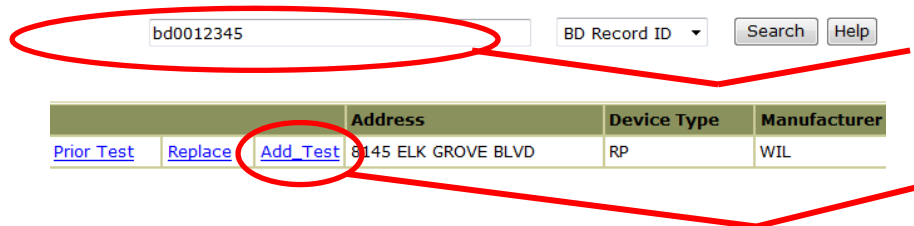
*Once logged in, you will be able use the different portal features such as submitting test reports and viewing past entries.*

# ENTER TEST RESULTS

1. Click **Test/Replace Existing Device** on Manage Device button, or
2. Click **Enter Test Results** link on the left hand panel



## DEVICE RECORD SEARCH SCREEN



1. Enter the **Serial Number or bd Record Number** (ex. bd0012345) in the look up field
2. Press **Search**  
Result: The existing record shows up
3. Click on the **Add Test** link  
If you see **No Records Found**, make sure that you entered the data in correctly or go to the Add a New Device workflow

# TEST REPORT SUBMITTAL FORM

4. Fill in the required fields that are marked with an asterisk \*

**including:**

**Test Date** (use calendar button)

**Status\*** Passed/Failed

**Blue Tag#** EMD Annual Testing Tag Number

**Field Test Results** (*passed results must follow USC guidelines*)

5. You may add field observations in the **Comments** box

6. Press **Cancel Changes** to clear out incorrect data; then re-enter

7. Press **Save Changes** to submit report

*Note: After you save changes,*

**Additional Test Results**

*Press to enter **Additional Test Results** for the same device (ex. add'l report following same day repairs)*

8. Press **Home** to return to the Tester Homepage

SACRAMENTO COUNTY

Asterisks (\*) indicate required fields

Assembly ID BD0012345  
 Serial Number W118185  
 Business Name  
 Test Date\* 08/14/2012  
 Tester ID\* PI0000305  
 Status\*  Passed  Failed  
 Blue Tag #\* BZ1234

**Field Test Results:**

Check Valve #1	Check Valve #2	Differential Relief Valve (RV)	Air Inlet Valve	Check Valve
8.3	<input checked="" type="checkbox"/> Closed Tight	3.4		
<input type="checkbox"/> Leaked	<input type="checkbox"/> Leaked			

Comments TEST ONLY

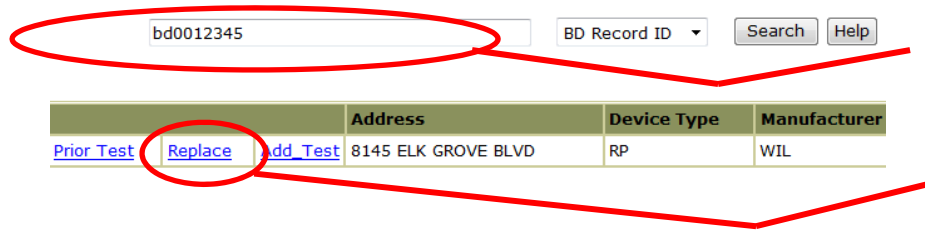
Save Changes Cancel Changes Print Home

## UPDATE OR REPLACE EXISTING DEVICE DATA

1. Click on the **Test/Replace Existing Device** link on the Manage Device button



### ***DEVICE RECORD SEARCH SCREEN***



2. Enter the **Serial Number or bd Record Number** (ex. Bd0012345) in the look up field
3. Press **Search**
- Result:** The existing record shows up
4. Click on [Replace](#) link

If you see **No Records Found**, make sure that you entered the data in correctly or go to the Add a New Device workflow

# UPDATE/REPLACE DEVICE

5. Update/Replace any of required asterisk\* **fields:**

Device Type\*

**Serial #\***

**Manufacturer\***

**Model #\***

**Type of service\***

**Water Purveyor\***

**Device Size\***

Location\*

6. Press **Cancel Changes** to clear out incorrect data; then re-enter

7. Press **Save Changes** to submit update

*Note: After you save changes, press **Add Test** to enter **Test Results** for the device (see **Enter Test Results** workflow if needed)*

8. Press **Home** to return to the Tester Homepage

Asterisks (\*) indicate required fields

BD Record ID #*	BD0012345
<u>Device Type*</u>	RP
Serial #*	W118185
Manufacturer*	WIL
Model #*	975XL
Type of service*	Unknown
Water Purveyor*	-- none selected --
Device Size*	
<u>Location</u>	UNDER SODA MACHINE
Street Address	8145 ELK GROVE BLVD

**Add Test**

**Cancel Changes**

**Home**



# ADD A NEW DEVICE

1. Click on **Add a New Device** on the Manage Device button, or on the left hand panel



EMD Tester Home Page

Enter Test Results

**Add a New Device**

Asterisks (\*) indicate required fields

Device Type*	SVB
Serial #*	1234
Manufacturer*	WATTS
Model #*	008PCQT
Type of service*	Domestic
Water Purveyor*	-- none selected --
Device Size*	0.75
Location	PRODUCE

---

**Site Information**

Business Name*	PRODUCE VENDOR		
Address*	0 WATT AVE		
City*	SACRAMENTO	Zip*	00000

---

**Owner Information**

Name*	VENDOR CORPORATE OFFICE		
Address*	0 MAIN STREET		
City*	QUINCY	State*	CA
		Zip*	95971

**Save Changes** **Cancel Changes** **Home**

## NEW DEVICE FORM

2. Enter all required fields marked with an asterisk \*
3. Press **Cancel Changes** to clear out incorrect data; then re-enter
4. Press **Save Changes** to submit update
5. Press **Home** to return to the Tester Homepage

To enter test results for the new device, see the **Enter Test Results** workflow on Page 4, using the device serial number you provided

# VIEW REPORTS

1. Click on the **View Reports** link on the Manage Device button, or on the left hand panel

**Result:** Your previously entered reports are listed

**View Reports**

- Search my Submitted Reports
- Print my Submitted Reports

**EMD Tester Home Page**

- Enter Test Results
- Add a New Device
- View Reports**

Test Date	Status	Assembly ID	Serial Number	Assembly Tag #	Address	Business Name
08/22/2012	Failed	BD0012345	W118185	1111111	8145 ELK GROVE BLVD	SUBWAY
08/21/2012	Passe	BD0012345	W118185	bd1234	8145 ELK GROVE BLVD	SUBWAY
08/20/2012	Passe	BD0012345	W118185	bd1234	8145 ELK GROVE BLVD	SUBWAY
08/20/2012	Passe	BD0024342		CU LATER	8963 FOLSOM BLVD	THE PHILADELPHIA CHEEZESTEAK
08/18/2012	Passe	BD0012345	W118185	BD1111	8145 ELK GROVE BLVD	SUBWAY
08/16/2012	Passe	BD0012345	W118185	test	8145 ELK GROVE BLVD	SUBWAY
08/15/2012	Failed	BD0012345	W118185	11234	8145 ELK GROVE BLVD	SUBWAY
08/15/2012	Passe	BD0012345	W118185	BD1111	8145 ELK GROVE BLVD	SUBWAY
08/14/2012	Passe	BD0012345	W118185	BD3333	8145 ELK GROVE BLVD	SUBWAY
08/14/2012	Passe	BD0012345	W118185	123456	8145 ELK GROVE BLVD	SUBWAY

**Export**

## REPORT SUMMARY

2. Press **Export** if you would like to export all of your report info to a spreadsheet
3. Press the **up/down arrow** to sort columns
4. You can print a copy of a report by pressing the **Print** icon
5. Press **Home** at the top right corner to return to the Tester Homepage  
*You may also use the **Prior Test** link on the **Manage Backflow Device** page to view your past reports for a specific device*

# VIEW/UPDATE YOUR CONTACT INFORMATION

1. Click on the **Contact Information** link on green button, or on the left hand panel



Asterisks (\*) indicate required fields

Backflow Tester ID\* PI0001027

First Name\* TEDxxxx

Last Name\* TESTERxxxxx

Business Name\*

Business Address\* 1234 MAIN ST #987

City\*

Zip\* 95624-9999

Contact Phone #\* 9161234567

Public list phone #\* 9169876543

Email address\*

Include your info on public test list\*  Yes  No

Account ID

**Save Changes** **Cancel Changes** **Home**

## TESTER CONTACT INFO SCREEN

- Result:** Your contact information is listed
2. Update/Replace any of the required asterisk \* **fields** (ex. your e-mail account)
  3. Press **Cancel Changes** to clear out incorrect data; then re-enter
  4. Press **Save Changes** to update
  5. Press **Home** to return to the Tester Homepage

# VIEW OR UPDATE YOUR CERTIFICATES

1. Click on the **My Certifications** link on the button, or on the left hand panel

**My Certifications**

- View / Renew / Pay my Tester Registration
- View / Upload new AWWA Certificate
- Upload new Test Gauge Calibration Form

EMD Tester Home Page

- Enter Test Results
- Add a New Device
- View Reports
- Contact Information
- My Certifications**

	Description	Certification #	Expiration date
<a href="#">Update</a>	AWWA Certified Backflow Tester	07342	11/02/2010
<a href="#">Update</a>	AWWA Certified Backflow Tester	07342	11/02/2010
<a href="#">Update</a>	AWWA Certified Backflow Tester	07342	11/30/2012
<a href="#">Update</a>	EMD Annual Registration	EV0056206	11/30/2020
<a href="#">Update</a>	EMD Annual Registration	EV0056206	11/30/2012
<a href="#">Update</a>	Field Test Kit Calibration	305	11/30/2012
<a href="#">Update</a>	Field Test Kit Calibration	305	11/30/2012
<a href="#">Update</a>	Field Test Kit Calibration	305	11/30/2012

## VIEW YOUR CERTIFICATE RECORDS

**Result:** Your AWWA certificate, test kit calibration report and EMD tester registration record will display

2. View certificate expiration date

## UPDATE YOUR CERTIFICATE RECORDS

3. Select the certification record
4. Click on the **Update** link to update your AWWA certificate or Kit Calibration

*Please make sure to have files scanned and saved on your desktop before you start the update process.*

## UPDATE AWWA CERTIFICATE

- Result:** The AWWA Certificate form screen will appear
- Enter the new **expiration date** listed on the certificate
  - To send EMD a copy of the AWWA certificate, press the **Upload** button
- Need new screenprint*

PI ID\* PI0000242  
 First\* JAMES  
 Last\* STRONG

Description\* AWWA Certified Backflow Tester

Expiration date\* 11/30/2014

Certification # 5627

[Copy of current certificate \(click for more information\)\\*](#)

**Upload**

**Save Changes** **Cancel Changes** **Home**

Step	Action	Instructions
1	Select a File <input type="text"/> <b>Browse...</b>	Select a file from your computer by clicking on the Browse button. The name of the selected file will appear in the box.
2	Upload the File <b>Upload</b>	Upload the selected file by clicking on the Upload button. Please limit attachments to 1 MByte in size. Images uploaded successfully will display at the top of the page. Other attachment types will indicate "File Uploaded".
3	Close This Window <b>Close</b>	Click on the Close button to close this window and return to the form containing the uploaded attachment. <b>MAKE SURE TO CLICK ON THE FORM'S SUBMIT AND/OR SAVE CHANGES BUTTON</b>

## UPLOAD COPY OF CERTIFICATE

Result: File upload screen appears

- Follow Steps 1 – 3 listed on the upload screen
  - Press the **Browse** button
  - Press the **Upload** button
  - Press the **Close** button to upload and return to the certificate form screen

## UPLOAD COPY OF CERTIFICATE, Continued

- If you make an error, press **Cancel Changes** to clear out data then re-enter
- Press **Save Changes** to submit update  
"Your certification has been updated" will appear on the form to confirm data has been submitted
- Press **Home** button to return to the tester homepage  
Need new screenprint 8-15-12

Your certification has been updated.

PI ID\* PI0000305  
 First\* TED  
 Last\* TESTER  
 Description\* AWWA Certified Backflow Tester  
 Expiration date\* 11/02/2010  
 Certification # 07342  
 Copy of current certificate

## UPDATE TEST KIT CALIBRATION FORM

The Test Kit Calibration form screen appears

- Enter the **Field Kit Calibration Date** listed on the report form  
**Result:** The test kit expiration date will automatically update
- Press **Upload** to send EMD a copy of the AWWA certificate

PI ID\* PI0000305  
 First\* TED  
 Last\* TESTER  
 Description\* Field Test Kit Calibration  
 Field Kit Calibration Date 01/02/2010  
 Certification # 305  
 Copy of current certificate

Need new screenprints

Step	Action	Instructions
1	Select a File <input type="button" value="Browse..."/>	Select a file from your computer by clicking on the Browse button. The name of the selected file will appear in the box.
2	Upload the File <input type="button" value="Upload"/>	Upload the selected file by clicking on the Upload button. Please limit attachments to 1 MByte in size. Images uploaded successfully will display at the top of the page. Other attachment types will indicate "File Uploaded".
3	Close This Window <input type="button" value="Close"/>	Click on the Close button to close this window and return to the form containing the uploaded attachment. <b>MAKE SURE TO CLICK ON THE FORM'S SUBMIT AND/OR SAVE CHANGES BUTTON</b>

## UPLOAD COPY OF KIT CALIBRATION REPORT

**Result:** File upload screen appears

- Follow Steps 1 – 3 listed on the upload screen
  - Press **Browse** button
  - Press **Upload** button
  - Press **Close** button to upload and return to the test kit form screen

Caution: If you make an error, press **Cancel Changes** to clear out data then re-enter

4. Press **Save Changes** to submit update
5. "Your certification has been updated" will appear on the form to confirm data has been submitted
6. Press **Home** button to return to the tester homepage

Need new screenprint version 8-15-12

PI ID\* PI0000305  
First\* BRETT  
Last\* ADAIR  
Description\* Field Test Kit Calibration  
Field Kit Calibration Date 01/02/2010  
Certification # 305  
Copy of current certificate

## RENEW ANNUAL REGISTRATION

1. Click on **Pay Registration Fees** on the left hand panel, or EMD Annual Reg [Update](#) link from the Certifications tab

**Result:** Your EMD tester registration record will display

*Make sure to upload any new certificate forms BEFORE you start the registration process.*

*Your AWWA cert cannot expire within the 12 month registration period and your kit calibration date must be dated within 12 months of the day you pay your registration fees, otherwise the registration will not go through.*

**EMD Tester Home Page**

- Enter Test Results
- Add a New Device
- View Reports
- Contact Information
- My Certifications
- Pay Registration Fees**
- Purchase Testing Tags
- Change My Password
- Help / FAQs

EMD Tester Home Page	Description
<a href="#">Update</a>	AWWA Certified Backflow Tester
<a href="#">Update</a>	AWWA Certified Backflow Tester
<a href="#">Update</a>	AWWA Certified Backflow Tester
<a href="#">Update</a>	EMD Annual Registration
<a href="#">Update</a>	EMD Annual Registration
<a href="#">Update</a>	Field Test Kit Calibration
<a href="#">Update</a>	Field Test Kit Calibration
<a href="#">Update</a>	Field Test Kit Calibration

# TESTER REGISTRATION FORM



PI ID\* PI0000242  
First\* JAMES  
Last\* STRONG  
Description\* EMD Registration  
Expiration date\* 12/05/2012  
Certification # EV0058007

[Click here to renew](#) [Home](#)



## Pay Fee

Total cost of this permit:  
Payment Status: No payment attempted

[Back to Form](#) [Pay This Bill](#) [Cancel and Return Home](#)


### Select Payment Method

- 2. Click on the **Credit Card** button (*Unfortunately, we are unable to accept Visa cards at this time*); OR,
- 3. Click on the **e-Check** button
- 4. **Result:** The Official Payments website will open in a new web browser window

### Choose Payment Method



**Pay by Credit Card**



**Pay by e-check (Bank Account)**



- 5. Your tester account information and registration fee total will auto display on the Official Payments website
- 6. Click on the **Accept** button

### Make A Payment



Sacramento County Environmental Management Dept (EMD), CA  
Bill Payment

This payment service is offered by Official Payments Corporation as authorized by the entity to which you are making a payment. Please confirm your payment amount, convenience fee and total (if applicable). Review the Terms and Conditions below and click "Accept" to proceed with your payment. Click "Decline" button to return to the beginning of the payment process.

• Do not use your browser's "Back" button. Instead, navigate using the buttons below.

Payment Type:	Bill Payment
Payment Amount:	\$106.00
Convenience Fee:	\$2.49
Total Payment:	\$108.49

#### Official Payments Terms and Conditions:

Official Payments Corporation charges a convenience fee to use this service to make the payment outlined above. This fee is separate from the primary obligation you are paying. The convenience fee is included in the "Total Payment" line above.

Completion of a payment transaction is contingent upon both the authorization of payment by your card

Printer Friendly

Decline

Accept

To continue this payment, please fill out the form below.

- Note that the [ \* ] fields are required.
- All information is kept confidential.
- You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

**Payer Information**  
(Information for the person making the payment.)

\*Country: United States

\*First Name:

Middle Name:

\*Last Name:

Suffix: (Jr., Sr., etc.)

\*Street Address:

Town/City:

\*State: --

\*Zip Code:

(Use this field for APO, FPO, AA, AE or AP codes.)

\*Daytime Phone: (  )  -

\*E-mail Address:

(Required for an e-mail confirmation and online verification.)




\*Re-enter E-mail Address:

Account Number: AR0000003

Facility/Store Name: AR0000003

Description Field: Backflow Tester Registration Application

**Payment Option**  
(Only enter from the person owing the tax, bill, or fee.)

\*Card Type: - Select -   

\*Card Number:

\*Expiration Date: -- / -- (mm/yy)

**Payment Information**

Payment Type: Bill Payment

Payment Amount: \$106.00

Convenience Fee: \$2.49

Total Payment: \$108.49

Back Cancel Continue

- 7. Enter in required billing information
- 8. Click on the **Continue** button

- Result:** The payment confirmation screen opens
9. Press the **Print Payment** button, and save for your records
  10. Click on the **Close** button on the Official Payments website.

PI ID\* PI0000305  
 First\* TED  
 Last\* TESTER  
 Description\* EMD Annual Registration  
 Expiration date\* 11/30/2012

**Save Changes** **Cancel Changes** **Home**

**1: Complete Form** **2: Pay Fee** **3: Print Permit**

**Pay Fee**

---

Total cost of this permit:  
 Payment Status: No payment attempted

**Back to Form** **Pay This Bill** **Cancel and Return Home**

**Additional Certifications**

NEED SCREEN PRINT FOR THIS

**IMPORTANT!!!!**

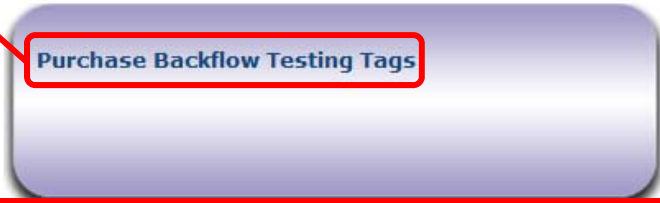
*If you don't close the registration payment feature through the portal, your application may take up to three (3) business days to process and update.*

11. Verify that the payment status reads Accepted
12. Click the **Save Changes** button on the registration form to update your tester registration account.
13. Click on the **Print Registration** button to view a printable version of your EMD Tester Registration form
14. Press the **Cancel and Return Home** button to go back to the tester homepage

*You may also use the **Prior Test** link on the **Manage Backflow Device** page to view your past reports for a specific device*

# PURCHASE BACKFLOW TESTING TAGS (BLUE TAGS)

1. Click on the **Purchase Testing Tags** button, or the link on the left hand panel



**EMD Tester Home Page**

- Enter Test Results
- Add a New Device
- View Reports
- Contact Information
- My Certifications
- Pay Registration Fees
- Purchase Testing Tags**

**On-Line Payments**

EMD now has the ability to accept your payment with any these credit cards, or through an electronic funds transfer (electronic check.) On-line transactions are subject to a convenience fee. Before completing the transaction the amount of payment and the convenience fee will be confirmed. You will have the option NOT to complete the transaction at that time.

**OFFICIAL PAYMENTS** Please note: The convenience fee is not a Sacramento County fee. It is retained by the Service Bureau (Official Payments Corp.) It will be an additional charge showing on your next credit card or bank statement.

## SELECT PAYMENT METHOD

2. Click on the **Credit Card** button (*Unfortunately, we are unable to accept Visa cards at this time*); or,
  3. Click on the **e-Check** button
- Result:** The Official Payments website will open in a new web browser window

Your tester account information will auto display on the Official Payments website

4. Select the **amount of blue tags** you want
5. To have blue tags mailed to you, select the **Certified Mail** option (*a \$10 mailing fee will be added*)
6. Click the **Accept** button

**Make A Payment**

**Sacramento County Environmental Management Dept (EMD), CA**  
Bill Payment

This payment service is offered by Official Payments Corporation as authorized by the entity to which you are making a payment. Please confirm your payment amount, convenience fee and total (if applicable). Review the Terms and Conditions below and click "Accept" to proceed with your payment. Click "Decline" button to return to the beginning of the payment process.

- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

<b>Payment Type:</b>	Bill Payment
<b>Payment Amount:</b>	\$106.00
<b>Convenience Fee:</b>	\$2.49
<b>Total Payment:</b>	\$108.49

**Official Payments Terms and Conditions:**

Official Payments Corporation charges a convenience fee to use this service to make the payment outlined above. This fee is separate from the primary obligation you are paying. The convenience fee is included in the "Total Payment" line above.

Completion of a payment transaction is contingent upon both the collection of payment by your card

Printer Friendly

Decline  **Accept**

To continue this payment, please fill out the form below.

- Note that the [ \* ] fields are required.
- All information is kept confidential.
- You will receive a printable digital receipt with a confirmation number and an email confirmation once your payment is authorized.
- Do not use your browser's "Back" button. Instead, navigate using the buttons below.

**Payer Information**  
(Information for the person making the payment.)

\*Country: United States

\*First Name:

Middle Name:

\*Last Name:

Suffix: (Jr., Sr., etc.)

\*Street Address:

Town/City:

\*State: ..

\*Zip Code:

(Use this field for APO, FPO, AA, AE, or AP codes.)

\*Daytime Phone: (  ) -  -

\*E-mail Address:

(Required for an e-mail confirmation and online verification.)

\*Re-enter E-mail Address:

Account Number: AR0000003

Facility/Site Name: AR0000003

Description Field: Backflow Tester Registration Application

**Payment Option**  
(May differ from the person owing the tax, bill, or fee.)

\*Card Type: - Select -

\*Card Number:

\*Expiration Date: .. / .. (mm/yy)

**Payment Information**

Payment Type: Bill Payment

Payment Amount: \$108.00

Convenience Fee: \$2.49

Total Payment: \$108.49

Back Cancel **Continue**

## ***SELECT PAYMENT METHOD, continued***

7. Enter in required billing information
8. Click on the **Continue** button

**Result:** The payment confirmation screen opens

9. Press the **Print Payment** button, and save for your records
10. Click on the **Close** button on the Official Payments website.

# FIND HELP / CONTACT EMD

1. Click on the **HELP/FAQs** button, or the link on the left hand navigation panel

A screenshot of a grey rounded rectangular button labeled "HELP / FAQs". Below the button, a list of three items is shown: "View Help Documents", "View Frequently Asked Questions (FAQs)", and "View EMD Backflow Prevention Staff Contact Info". Red circles highlight the button and the first item in the list. Red lines connect the text in step 1 to these elements.

## EMD Tester Home Page

- Enter Test Results
- Add a New Device
- View Reports
- Contact Information
- My Certifications
- Pay Registration Fees
- Purchase Testing Tags
- Change My Password
- Help / FAQs
- Logout

[EMDHome](#) > [EMDPortal.saccounty.net](#) > Cross Connect FAQs/Help

## Cross Connection Portal FAQs and Help

Page Text

Page Text 2

- Page Bullet 1
- Page Bullet 2
- Page Bullet 3

You can view

Detailed instructions for the portal  
Frequently Asked Questions  
EMD Staff Contact links

# EXITING THE PORTAL

2. Click on the **Logout** button at the upper right hand corner of homepage, or the link on the left hand navigation panel

## EMD Tester Home Page

- Enter Test Results
- Add a New Device
- View Reports
- Contact Information
- My Certifications
- Pay Registration Fees
- Purchase Testing Tags
- Change My Password
- Help / FAQs
- Logout