

ICMS User Orientation Training

Infocomm Competency Management System (ICMS)

SECTION A: ICMS GENERAL NAVIGATION

Mar 2017



ICMS General Navigation

Login

ICMS Homepage is accessible by public. ICMS Users will need to login the system to access the available functions through SingPass (For Individual) or CorpPass (For Course Providers, Certification Owners and Sponsoring Organisations).

For Users with multiple roles in the system, they will be able to select which role to use when login.

Note:

For Organisation, co-existence of SingPass or CorpPass login is available till end of Dec 2017. After which, CorpPass login is required.

ICMS General Navigation

ICMS Homepage - <https://eservice.imda.gov.sg/icms/>

The screenshot shows the ICMS homepage with the following elements:

- Header:** INFOCOMM COMPETENCY MANAGEMENT SYSTEM logo on the left; Singapore Government logo and tagline 'Integrity · Service · Excellence' on the right, along with accessibility icons (A+, A-) and links for Contact, Feedback, and Sitemap.
- Navigation:** A horizontal menu with links: HOME, ABOUT ICMS, NICF, FAQs, USEFUL LINKS, HOW-TO-GUIDES, and DOWNLOADS.
- Main Content:** A large banner with the text 'Welcome to CorpPass' and 'Your new corporate digital identity transactions with the government.' Below this are three bullet points: 'Increased Convenience for Businesses', 'Better Control for Businesses', and 'Enhanced Data Protection'. A blue button labeled 'Find out more' is at the bottom left.
- Registration Callouts:** Two red-bordered boxes with white text and red arrows pointing to specific links. The first box says 'For New Individual User: Click here to register for new Individual Account.' and points to the 'Register for Individual Account' link. The second box says 'For New Organisation User: Click here to register for new Organisation Account.' and points to the 'Register for Organisation Account' link.
- Right Sidebar:** Two sections: 'For Individual' with 'Login with SingPass' and 'Register for Individual Account' buttons; and 'For Organisation' with 'Login with SingPass', 'Login with CorpPass', and 'Register for Organisation Account' buttons. A disclaimer at the bottom reads 'For authorised use only. Unauthorised use is strictly prohibited.'
- Bottom Section:** Three columns: 'Programme Information' and 'Library of Courses' each with a search dropdown; 'Course Providers' with a search dropdown; and 'Contacts' with enquiry details and the email info@imda.gov.sg.

Note: Organisation User refers to Course Providers, Certification Owners and Sponsoring Organisations.

ICMS General Navigation

Standard Login – SingPass or CorpPass Authentication

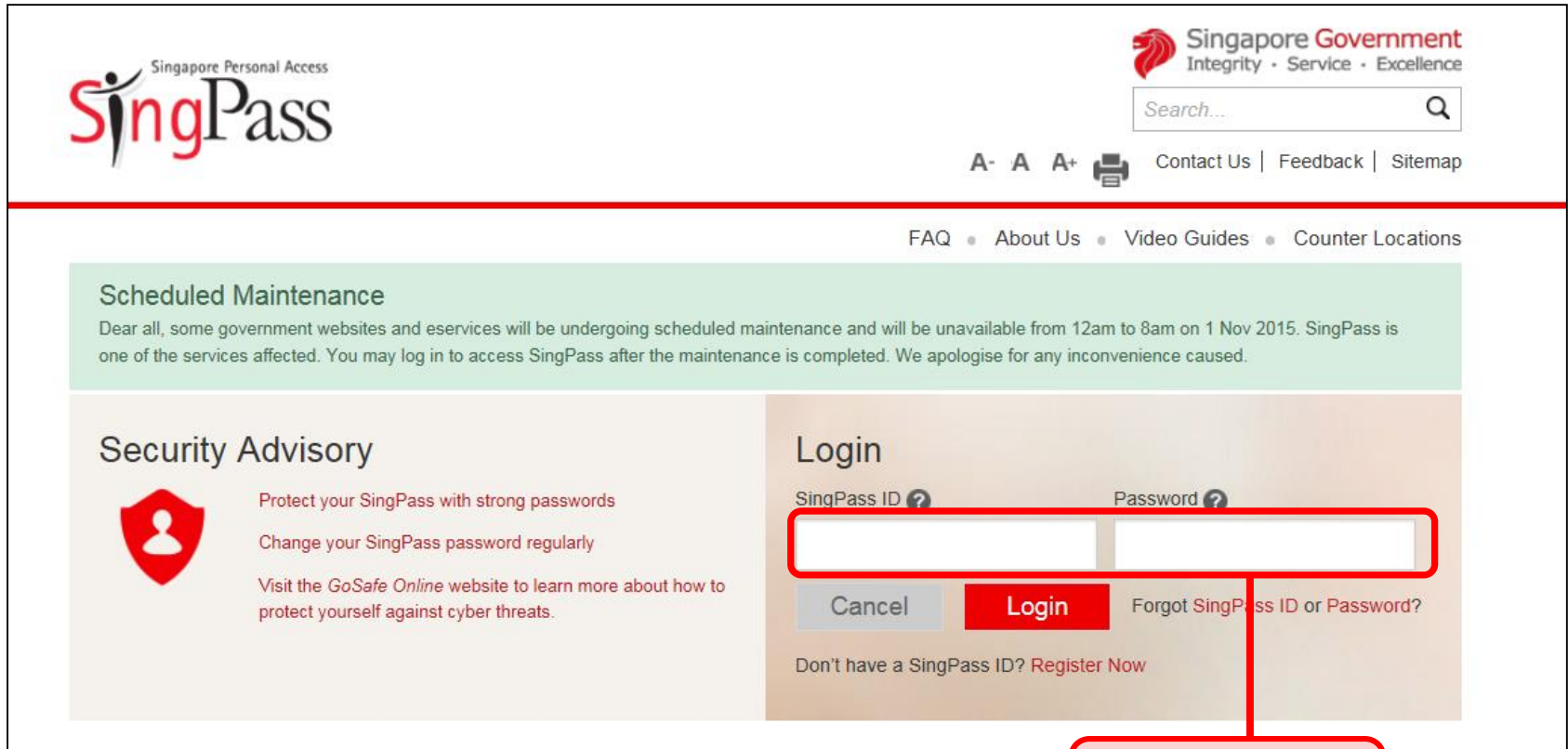
The screenshot displays the ICMS website interface. At the top left is the logo for 'INFOCOMM COMPETENCY MANAGEMENT SYSTEM'. At the top right is the 'Singapore Government' logo with the tagline 'Integrity · Service · Excellence'. Below the logo is a navigation menu with links: HOME, ABOUT ICMS, NICF, FAQs, USEFUL LINKS, HOW TO. The main content area features a 'Welcome to CorpPass' banner with the text 'Your new corporate digital identity for business transactions with the government.' and a list of benefits: 'Increased Convenience for Business', 'Better Control for Businesses', and 'Enhanced Data Protection for Business'. A 'Find out more' button is located below the banner. On the right side, there are two login sections: 'For Individual' and 'For Organisation'. The 'For Individual' section has a 'Login with SingPass' button and a link to 'Register for Individual Account'. The 'For Organisation' section has 'Login with SingPass' and 'Login with CorpPass' buttons, and a link to 'Register for Organisation Account'. Below the banner, there are three sections: 'Programme Information' with a dropdown menu, 'Library of Courses' with a dropdown menu and search icon, and 'Course Providers' with a dropdown menu and search icon. At the bottom right, there is a 'Contacts' section with the text 'For enquiries, please contact ICMS Helpdesk at 6324 8737. For technical assistance, please email to info@imda.gov.sg.' Two red callout boxes are overlaid on the image. The first callout box, pointing to the 'Login with SingPass' button in the 'For Individual' section, contains the text: 'For Individual: After account is created, login using SingPass.' The second callout box, pointing to the 'Login with SingPass' and 'Login with CorpPass' buttons in the 'For Organisation' section, contains the text: 'For Organisation: After account is created, login using SingPass or CorpPass.'

Note:

For Organisation, co-existence of SingPass or CorpPass login is available till end of Dec 2017. After which, CorpPass login is required.

ICMS General Navigation


For Individual - SingPass Authentication



SingPass Singapore Personal Access

Singapore Government
Integrity · Service · Excellence

Search...


A- A A+  [Contact Us](#) | [Feedback](#) | [Sitemap](#)

[FAQ](#) · [About Us](#) · [Video Guides](#) · [Counter Locations](#)



Scheduled Maintenance

Dear all, some government websites and eservices will be undergoing scheduled maintenance and will be unavailable from 12am to 8am on 1 Nov 2015. SingPass is one of the services affected. You may log in to access SingPass after the maintenance is completed. We apologise for any inconvenience caused.

Security Advisory

 Protect your SingPass with strong passwords
Change your SingPass password regularly
Visit the *GoSafe Online* website to learn more about how to protect yourself against cyber threats.

Login

SingPass ID  Password 

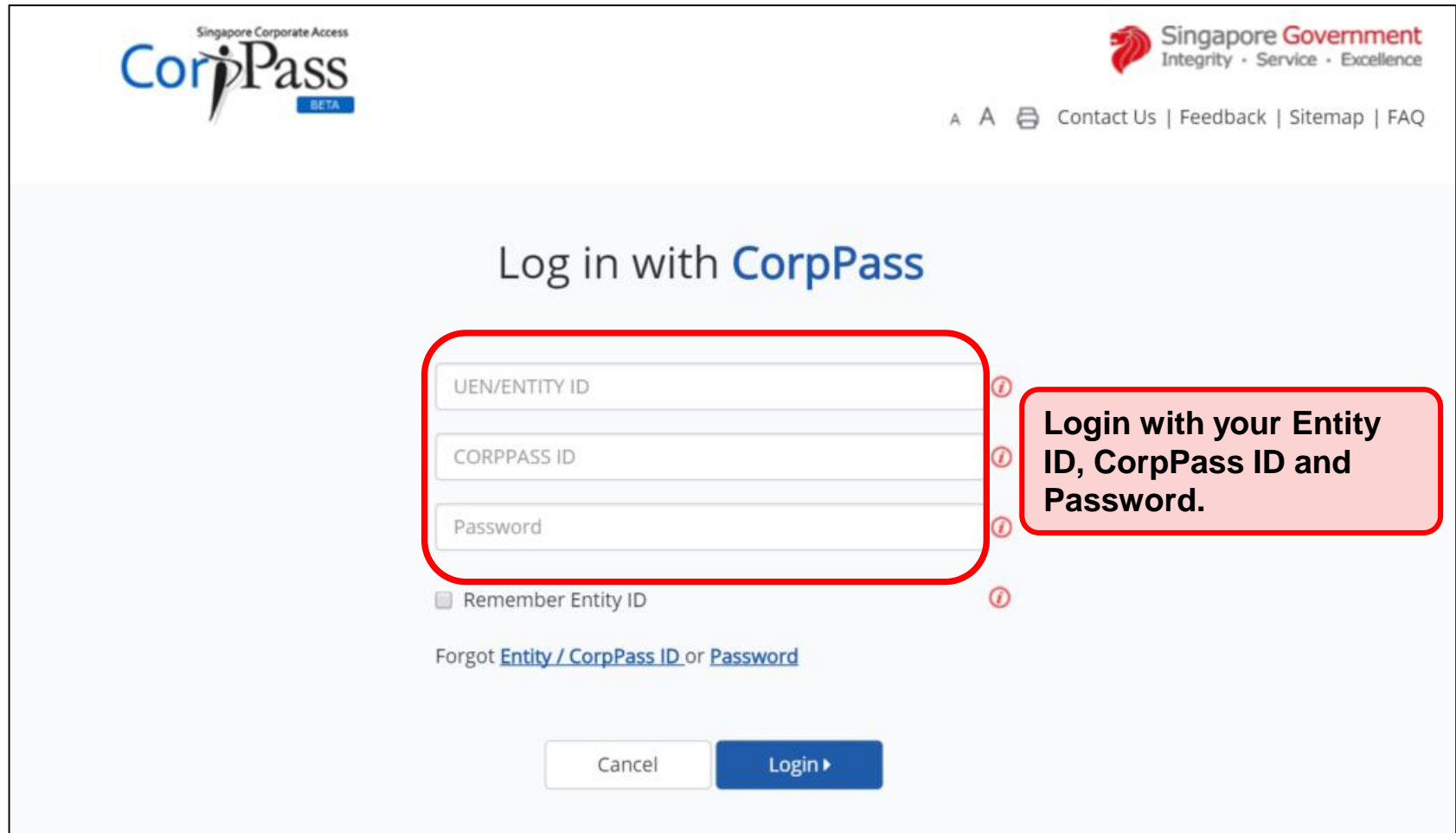
[Cancel](#) [Login](#) [Forgot SingPass ID or Password?](#)

Don't have a SingPass ID? [Register Now](#)

**Login with your
SingPass ID
and Password.**

ICMS General Navigation

For Organisation – CorpPass Authentication



The screenshot shows the CorpPass login interface. At the top left is the CorpPass logo with 'Singapore Corporate Access' and 'BETA' below it. At the top right is the Singapore Government logo with the tagline 'Integrity · Service · Excellence'. Below the logo is a navigation menu with 'A A' (font size), a printer icon, and links for 'Contact Us | Feedback | Sitemap | FAQ'. The main heading is 'Log in with CorpPass'. The login form consists of three input fields: 'UEN/ENTITY ID', 'CORPPASS ID', and 'Password'. A red rounded rectangle highlights these three fields. To the right of the form is a red callout box containing the text: 'Login with your Entity ID, CorpPass ID and Password.' Below the input fields is a checkbox labeled 'Remember Entity ID'. At the bottom of the form is a link: 'Forgot [Entity / CorpPass ID](#) or [Password](#)'. At the very bottom are two buttons: 'Cancel' and 'Login ▶'.

ICMS General Navigation

Login Failure

Login Failure



If you encounter this error, click Quit and Register for an Individual or Organisation account in the home page.

ICMS General Navigation

Successful Login

Successful Login First Time Login displays Security Clause Page

SECURITY CLAUSE

You have to agree to the following conditions in order to proceed with this electronic transaction with IMDA. If you do not agree with all the following conditions, please click on the DISAGREE button, in which case you will not be authorised to proceed with any electronic transactions with IMDA.

I agree that:

1. the use of my SingPass PIN (where applicable) to login onto IDA's electronic system known as iTRAIN which uses an internet browser that supports the Secured Socket Layer Security ('SSL') Protocol* is a commercially reasonable security procedure.
2. use of the Secure Socket Layer Security Protocol* is sufficient for the purpose of treating an electronic record as being that of the originator.
3. the authenticity and accuracy of the contents of any computer output from iTRAIN will not be and is NOT to be disputed.
4. the information that I have supplied to IDA in course of my transactions under iTRAIN are accurate and true to the best of my knowledge, and if IDA is of the reasonable opinion that I have provided any false or misleading statements, IDA reserves the right to terminate my access to iTRAIN without further notice to me.
5. I will be solely responsible for all transactions undertaken through the use of this SingPass PIN.

**Click Agree to Proceed.
Click Disagree will log out
user and redirect to Home
Page.**

ICMS General Navigation

Account Profile Selection

Successful Login Selection of Account Profile

ACCOUNT PROFILE

Select Account Profile

ABC Company Pte. Ltd.
Company 2
Individual

Select your Account Profile (if applicable)

Cancel

This screen is skipped if the registered user has only 1 account.

ICMS General Navigation

For Organisation - User Role Selection

Successful Login Selection of User Role

YOUR USER ROLES

Name of Organisation : **Company A**

S/N	ROLE
1.	Course Provider Administrative Officer (CP AO)
2.	Course Provider A Approving Authority (CP AA)
3.	Sponsoring Organisation Administrative Officer (SO AO)
4.	Sponsoring Organisation Approving Authority (SO AA)
5.	Certification Owner Administrative Officer (CO AO)
6.	Certification Owner Approving Authority (CO AA)

Select your User Role (if applicable)

Cancel

This screen is skipped if the registered user do not have multiple roles.

ICMS General Navigation

Successful Login Inbox



The screenshot displays the ICMS system interface. At the top right, the Singapore Government logo is visible with the tagline "Integrity • Service • Excellence" and links for "Contact | Feedback | Site". The main header area features the "infocomm competency management system" logo and a background image of a computer workstation. Below the header, a blue navigation bar identifies the user as "ABC COMPANY PTE LTD, COURSE PROVIDER - ADMINISTRATIVE OFFICER" and greets them with "Welcome, Mr. Matthew Tole".

The main content area is titled "ITEMS PENDING FOR YOUR ACTION" and contains a table with the following data:

S/N	Description	Pending Items
1.	Course/Certification Endorsement	2
2.	Trainee Enrolment	2
3.	Claim Application	1

On the left side of the interface, there is a vertical menu with the following items: INBOX, MENU, Course/Certification Endorsement, Trainee Enrolment, Claim Application, User Account Administration, Switch User Role, and LOG OUT.

ICMS General Navigation

Home Page

The screenshot displays the ICMS Home Page with several key navigation elements highlighted by red boxes and labeled with callouts:

- Banner Menu:** Located at the top right, it features the Singapore Government logo (Integrity · Service · Excellence) and links for A+, A-, Contact, Feedback, and Sitemap.
- Top Menu Bar:** A horizontal bar at the top containing links for HOME, ABOUT ICMS, NICF, FAQs, USEFUL LINKS, HOW-TO-GUIDES, and DOWNLOADS.
- Individual Login:** A blue button labeled "Login with SingPass" in the "For Individual" section.
- New Registration for Individual Account:** A blue button labeled "Register for Individual Account" in the "For Individual" section.
- Organisation Login:** Two buttons labeled "Login with SingPass" and "Login with CorpPass" in the "For Organisation" section.
- New Registration for Organisation Account:** A blue button labeled "Register for Organisation Account" in the "For Organisation" section.
- Programme Information:** A blue button labeled "Find out more" in the main content area.

The main content area features a "Welcome to CorpPass" banner with the text "Your new corporate digital identity for business transactions with the government." and a list of benefits:

- Increased Convenience for Businesses
- Better Control for Businesses
- Enhanced Data Protection for Business & Users

Below the banner, there are two search filters: "Programme Information" and "Library of Courses". The "Programme Information" filter includes a dropdown menu for "-- Select a Programme --" and a search icon. The "Library of Courses" filter includes a dropdown menu for "-- Select a Programme --", a search icon, and two optional dropdown menus for "-- Select a Course Provider --" and "-- Select a Skill Area --".

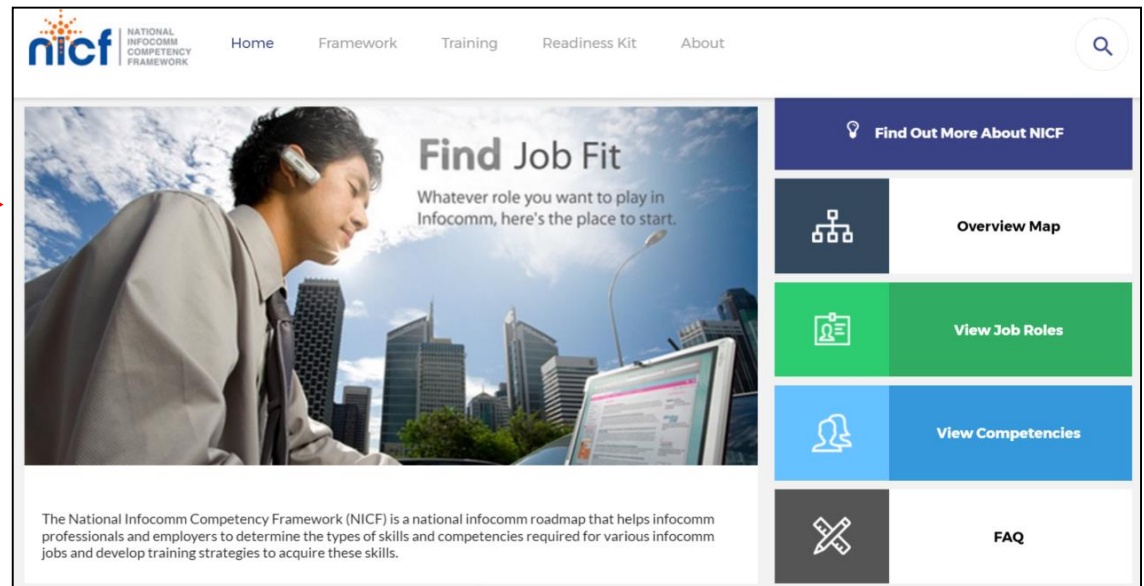
ICMS General Navigation

Home Page

Top Bar Menu



- Home
- About ICMS
- **NICF** →
- FAQs
- Useful Links
- How-To-Guides
- Downloads



ICMS General Navigation

Home Page

Banner Menu



- **Contact**
- Feedback
- Sitemap



HOME ABOUT ICMS NICF FAQs USEFUL LINKS HOW-TO-GUIDES DOWNLOADS

CONTACT US

Info-communications Media Development Authority
10 Pasir Panjang Road
#10-01 Mapletree Business City
Singapore 117438
Tel: +65 6211 0888
Fax: +65 6659 2535

Website: www.imda.gov.sg
Email: citrep@imda.gov.sg

Operating Hours:
8.30am - 6.00pm (Mondays - Thursdays)
8.30am - 5.30pm (Fridays)
Closed on Weekends and Public Holidays

For enquiries, please contact ICMS Helpdesk at 6324 8737.
For technical assistance, please email to info@imda.gov.sg.

ICMS General Navigation

Home Page

Banner Menu



- Contact
- **Feedback**
- Sitemap

Feedback

LAST UPDATED 14 NOVEMBER 2016

[f](#) [t](#) [in](#) [PRINT](#) [SHARE](#)

If you have a query, feedback or wish to report a problem related to this website, please complete the form below and submit it to us. Thank you.

Salutation

Name

Organisation

Email

Contact No

Subject

Attachment (Maximum file size is 2MB)

Feedback

(no more than 5000 characters)

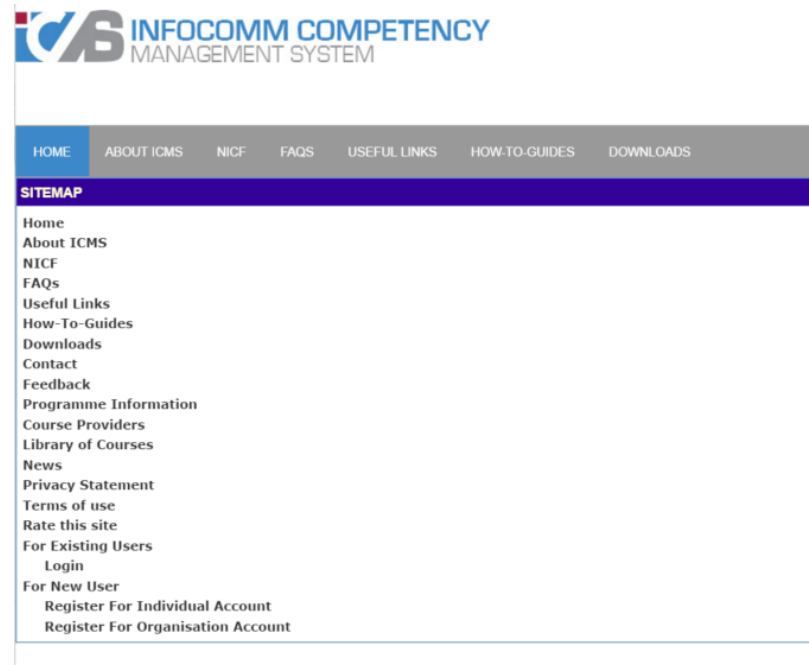
LE T N Y
Type in the security code above

* Refers to required fields.
Please ensure that all the required fields are filled and the attachment is selected (if applicable) before submitting this form.

ICMS General Navigation

Home Page

Banner Menu



- Contact
- Feedback
- **Sitemap**

ICMS General Navigation

Home Page

ICMS Information

Programme Information

-- Select a Programme --

Library of Courses

-- Select a Programme --

Course Providers

-- Select a Course Provider --

-- Select a Skill Area --

- Programme Information
- Course Provider
- Library of Courses



ICMS General Navigation

Home Page

ICMS Information

- Programme Information
- **Course Provider**
- Library of Courses

Programme Information

-- Select a Programme --

Course Providers

-- Select a Course Provider --

Library of Courses

-- Select a Programme --

-- Select a Course Provider -- (Optional)

-- Select a Skill Area --

COURSE PROVIDER DETAILS

Incorporated in Singapore: **Yes**

Name of Organisation: **3dsense Private Limited**

Main Contact No.: **63399455**

Fax No.: **63399775**

Website Address: <http://www.3dsense.net>

Main Address:

BLOCK/HOUSE NO.	STREET NAME	LEVEL NO. - UNIT NO.	BUILDING NAME	COUNTRY	POSTAL CODE
-	No. 7 Mount Sophia	#02 -01	Trinity	Singapore	228458

Site Address:

CITREP0607-CRITICAL INFOCOMM TECHNOLOGY RESOURCE PROGRAMME TERM: 1 APR 2006 TO 30 JUN 2007

S/N	COURSE/CERTIFICATION TITLE	SKILL AREA	NAME OF CONTACT PERSON	CONTACT NO.	EMAIL ADDRESS
1	Professional Certificate in 3D Film Production	Digital Media	Goh Min Li Reina	63399455	reina@3dsense.net
2	Specialist Certificate in 3D Character Animation	Digital Media	Goh Min Li Reina	63399455	reina@3dsense.net

CITREP: CRITICAL INFOCOMM TECHNOLOGY RESOURCE PROGRAMME

S/N	COURSE/CERTIFICATION TITLE	SKILL AREA	NAME OF CONTACT PERSON	CONTACT NO.	EMAIL ADDRESS
1	Professional Certificate in 3D Film Production	Interactive Digital Media	Michael Ng Kean Soon	63399455	michael@3dsense.net

ICMS General Navigation

Home Page

ICMS Information

Programme Information

-- Select a Programme --

Library of Courses

-- Select a Programme --

-- Select a Programme --

Course Providers

-- Select a Course Provider --

-- Select a Course Provider --

-- Select a Course Provider --

-- Select a Skill Area --

- Programme Information
- Course Provider
- **Library of Courses**

COURSE CATALOGUE								
S/N	COURSE/CERTIFICATION TITLE	PROGRAMME	SKILL AREA	COURSE PROVIDER	CONTACT PERSON	CONTACT NO.	EMAIL ADDRESS	WEBSITE
1	IT Service Management Foundation (ITILF)	CITREP	IT Services	Training Partners Pte Ltd	Veronica Tan Ling Ling	12345678	Veronica.Tan@Training-Partners.com	http://www.training-partners.com
2	IT Service Management Practitioner: Release & Control	CITREP	IT Services	Training Partners Pte Ltd	Veronica Tan Ling Ling	12345678	Veronica.Tan@Training-Partners.com	http://www.training-partners.com
3	IT Service Management Practitioner: Support & Restore	CITREP	IT Services	Training Partners Pte Ltd	Veronica Tan Ling Ling	12345678	Veronica.Tan@Training-Partners.com	http://www.training-partners.com
4	Manager's Certificate in IT Service Management	CITREP	IT Services	Training Partners Pte Ltd	Veronica Tan Ling Ling	12345678	Veronica.Tan@Training-Partners.com	http://www.training-partners.com
5	ITIL V3 Foundation	CITREP	IT Services	Training Partners Pte Ltd	Veronica Tan Ling Ling	12345678	Veronica.Tan@Training-Partners.com	http://www.training-partners.com

Close

ICMS General Navigation

Home Page

News

Latest News

TEST NEWS - Maintenance

There will be a site maintenance on 10 Nov on 12 - 8am. All E-Services will not be available. We apologize for all the inconvenience caused.

ICMS General Navigation

Home Page

Footer Menu

[Privacy Statement](#) | [Terms of use](#) | [Rate this site](#)

➤ **Privacy Statement**

➤ Terms of Use

➤ Rate this Site

The screenshot shows the footer of the ICMS website. At the top left is the logo for 'INFOCOMM COMPETENCY MANAGEMENT SYSTEM'. At the top right is the 'Singapore Government' logo with the tagline 'Integrity · Service · Excellence'. Below these are accessibility icons (A+, A-) and links for 'Contact', 'Feedback', and 'Sitemap'. A navigation bar contains links for 'HOME', 'ABOUT ICMS', 'NICF', 'FAQS', 'USEFUL LINKS', 'HOW-TO-GUIDES', and 'DOWNLOADS'. The main content area is titled 'PRIVACY STATEMENT' and contains a list of six numbered points regarding data collection and usage.

INFOCOMM COMPETENCY MANAGEMENT SYSTEM

Singapore Government
Integrity · Service · Excellence

A+ A- | [Contact](#) | [Feedback](#) | [Sitemap](#)

[HOME](#) | [ABOUT ICMS](#) | [NICF](#) | [FAQS](#) | [USEFUL LINKS](#) | [HOW-TO-GUIDES](#) | [DOWNLOADS](#)

PRIVACY STATEMENT

1. This is a Government of Singapore website. Thank you for examining our privacy statement.
2. If you are only browsing this website, we do not capture data that allows us to identify you individually.
3. If you choose to make an application or send us an e-mail for which you provide us with personally identifiable data, we may share necessary data with other Government agencies, so as to serve you in a most efficient and effective way, unless such sharing is prohibited by legislation. We will NOT share your personal data with non-Government entities, except where such entities have been authorised to carry out specific Government services.
4. For your convenience, we may also display to you data you had previously supplied us or other Government agencies. This will speed up the transaction and save you the trouble of repeating previous submissions. Should the data be out-of-date, please supply us the latest data. We will retain your personal data only as necessary for the effective delivery of public services to you.
5. To safeguard your personal data, all electronic storage and transmission of personal data are secured with appropriate security technologies.
6. This site may contain links to non-Government sites whose data protection and privacy practices may differ from ours. We are not responsible for the content and privacy practices of these other websites and encourage you to consult the privacy notices of those sites.

ICMS General Navigation

Home Page

Footer Menu

[Privacy Statement](#) | [Terms of use](#) | [Rate this site](#)

- Privacy Statement
- **Terms of Use**
- Rate this Site

The screenshot shows the footer menu of the ICMS website, which includes links for HOME, ABOUT ICMS, N/CF, FAQs, USEFUL LINKS, HOW-TO-GUIDES, and DOWNLOADS. Below the menu is the 'TERMS AND CONDITIONS OF USE' page, which is divided into several sections: General, Proprietary Rights, Content, and Disclaimer of Warranties and Liability. The General section states that the website is owned and operated by the Info-communications Media Development Authority (hereinafter "IMDA") and that users unconditionally accept to be legally bound by these Terms and Conditions of Use. The Proprietary Rights section states that the materials located on this website, including the information as well as any software programs available on or through this website ("the Contents"), are protected by copyright, trademark and other forms of proprietary rights. The Content section states that except as otherwise provided, the Contents of this website shall not be reproduced, republished, uploaded, posted, transmitted or otherwise distributed in any way, without the prior written permission of IMDA. The Disclaimer of Warranties and Liability section states that the Contents of this website are provided on an "as is" basis without warranties of any kind.

ICMS General Navigation

Home Page

Footer Menu

[Privacy Statement](#) | [Terms of use](#) | [Rate this site](#)

- Privacy Statement
- Terms of Use
- **Rate this site**

Rate this e-Service

Thank you for using our e-Service. We would appreciate if you can take a few seconds to rate our e-Service.

How satisfied are you with this e-Service?
(1 = Not Satisfied at all; 6 = Extremely Satisfied)

1 2 3 4 5 6

Are the instructions on the use of this e-Service clear?
(1 = Not Clear; 6 = Very Clear)

1 2 3 4 5 6

Did you find it easy to use this e-Service?
(1 = Not Easy; 6 = Very Easy)

1 2 3 4 5 6

Please provide your comments on using the e-Service.
(If you would like us to respond to your comments, please provide your contact details)

I'm not a robot

