

# Instructions for Nebraska Department of Agriculture Veterinarian use of electronic Certificate of Veterinary Inspection

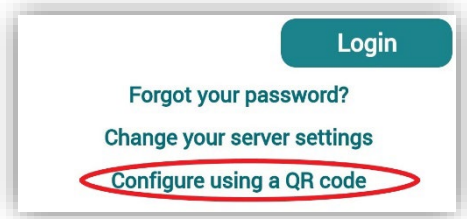
**Supported Devices:** iPad, iPhone, Android devices, and Windows 10 devices

\*\*if you are a newly accredited Veterinarian, contact our office for set up at 402-471-6865\*\*

### Initial Configuration Step #1:

**Web Based:** <https://nda.micorp.io/smartforms/?customer=NDA>

**App:** Search and download the free “Smartforms” app from the Apple iTunes Store, Google Play store or from the Windows 10 Microsoft Store. The Mi-Apps icon will look like this:



### Initial Configuration Step #2:

Once installed, open “Smartforms”. Click on the link “Configure Using a QR Code”.

Tap “Yes” to continue for confirmation message.

Tap “Allow” if the device requests access to the camera.

Use the device camera to scan this QR Code:



Optionally, tap “Change Your Server Settings Here” and update the settings:

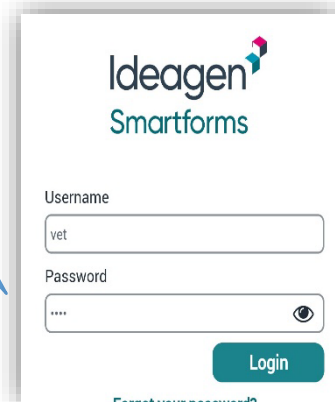
- Hostname: **nda.micorp.io**
- Port: 443 & Use SSL
- URL Prefix: MFS
- Customer Name: **NDA**

Tap < **Back** to return to the Welcome login screen

### Initial Configuration Step #3:

Once the QR Code is taken by Mi-Apps, the “Welcome” Sign-In screen will appear with the “vet” user and password “pass” prefilled. tap “Sign In”.

Type **pass** here...



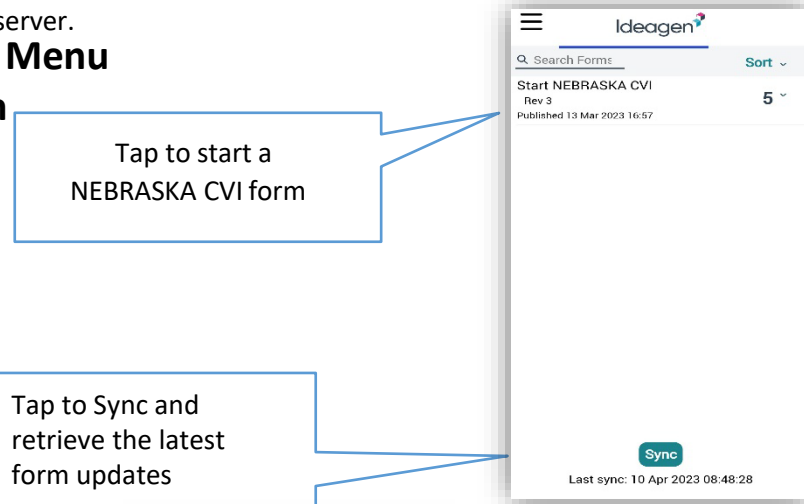
# Instructions for Nebraska Department of Agriculture Veterinarian use of electronic Certificate of Veterinary Inspection

The "NEBRASKA CVI" form will appear after syncing with the server.

## Smartforms Menu

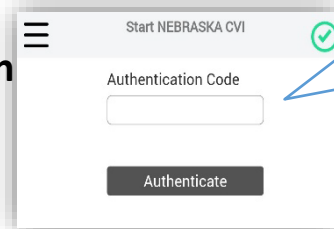
### Screen

Tap to start a NEBRASKA CVI form



Tap to Sync and retrieve the latest form updates

## CVI Authentication

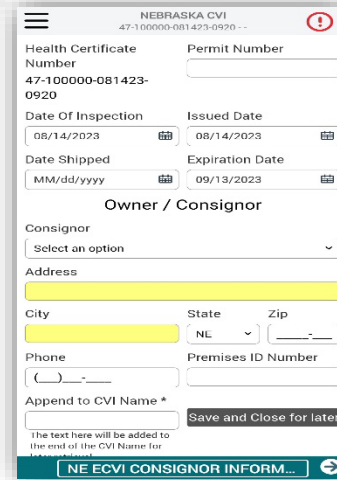


Type in your Vet Code here And tap Authenticate

## CVI Form Use

Tap to display Form Options (Save, Discard, Finish ...)

Use the bottom navigation bar to navigate to Previous, Next, or a Named Section of the form

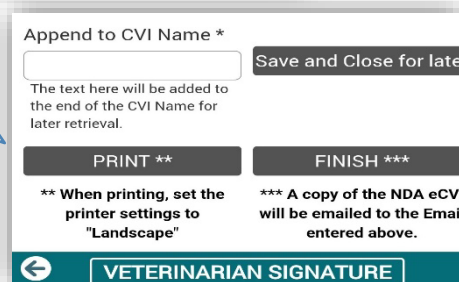


Tap to display Status of Form Rules

Highlighted fields are required

Optionally, use the **Print** feature to save your CVI as a PDF. If available on your device, select **Export to PDF** or **Adobe PDF** as the printer.

Tap **PRINT** to print the CVI



Tap **FINISH** to submit the CVI