Tutorial Exercise 1

How to Register

The specifications:

- How to complete the initial registration that allows the CMA Software Tool to be used.

Overview: Successful registration will ensure proper use of the CMA Software Tool.
1. Select the register link on the CMAST home screen.

1. Select “register” on the home screen.
2a. Enter your user information. Please make sure everything is accurate.

2b. It’s always recommended to register with your company at the time of registration. This will be beneficial later especially if you plan on having a role other than General User in CMAST. There have been some instances where we cannot add your company at a later time. Your company may be available in the drop down. If it is not, please select new.

2c. If your company is not available on the drop down list, please select “new” to register your company.
3. Please enter your company information to register new company. This will be helpful if you plan to be anything other than a General User.
4. Click the “submit” button to submit your registration.
5. NFRC Staff will approve or reject the registration at this point. NFRC Staff strives for turnaround time within 24 hours and until your approval occurs, the user will not be able to proceed with downloading and installing the CMA Software Tool (CMAST) client software.