

Registration customer log in

1. Open the website <https://service.muva.de>
2. First you see the following website, if you want to register, please click on „registration form“

muva
kempten

Login Register

Customer Log-In

Access to this area is reserved for our registered members. Request your access data with our registration form.

User login

Username

Password

Remember me

LOGIN [Forgot your password?](#)

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3. You see the following registration window

muva
kempten

Login Register

Registration

Register as company
 Register as private person
 I already have a customer number

NEXT

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4. If you are a new customer and don't have a customer number:
 - a. Please mark the line „**Register as company**“ and go for **next**.
 - b. Please enter here the data of your company and the responsible person. All required fields are marked with *.

muva
kempten

Login Register

Register as company

Company Data Billing Information Login Credentials Submit

Company Data

Company Tax Identification Number

Street, Number PO Box

City Zip City District

Germany >

Corporate Management

Female Male Title

Firstname Lastname

Email

Phone Number Fax Number Mobile Number

BACK **NEXT**

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5. If you are already a customer of muva kempten GmbH, please register with your customer number. If you do not know your number, just ask us by an informal e-mail.
- a. Please insert your customer number and go to **next**.

muva
kempten

Login Register

Registration with Existing Customer Number

Login Credentials Submit

Login Credentials

Mrs. Mr. Title

Firstname Lastname

Login E-Mail

Phone Number Fax Number Mobile Phone Number

English

BACK **NEXT**

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- b. Please fill in all required fields, marked with *.

6. Finally, please take note of the privacy policy and the terms of service.

The screenshot shows the 'Registration with Existing Customer Number' page on the muva kempten website. At the top left is the muva kempten logo, and at the top right are links for 'Login', 'Register', and a language selector (UK flag). The main heading is 'Registration with Existing Customer Number'. Below it are two tabs: 'Login Credentials' and 'Submit'. The 'Submit' tab is active. The section is titled 'Finish Registration' and 'Declaration of Consent and TOS'. There are two checkboxes: the first is 'I have taken note of the data protection explanation and have accepted' and the second is 'I accept the terms and conditions of muva kempten GmbH'. Both checkboxes are circled in red. Below the checkboxes are 'BACK' and 'SUBMIT' buttons. At the bottom right, there are links for 'Imprint | Privacy' and the copyright notice '© muva kempten GmbH'.

Your registration is done and you receive an e-mail for confirmation. Please click here for [e-mail-verification](#).

After successful verification you receive another 2 e-mails:

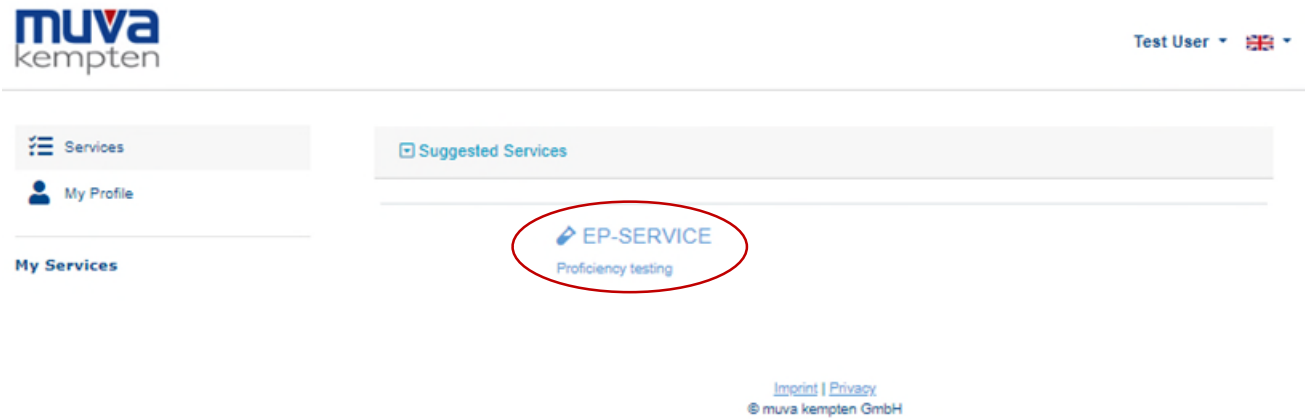
- The confirmation and your **username**
- The temporary **password**

7. Open the website <https://service.muva.de> and start the Log-In. For Log-In use your **username of e-mail 1** and the **password of e-mail 2**

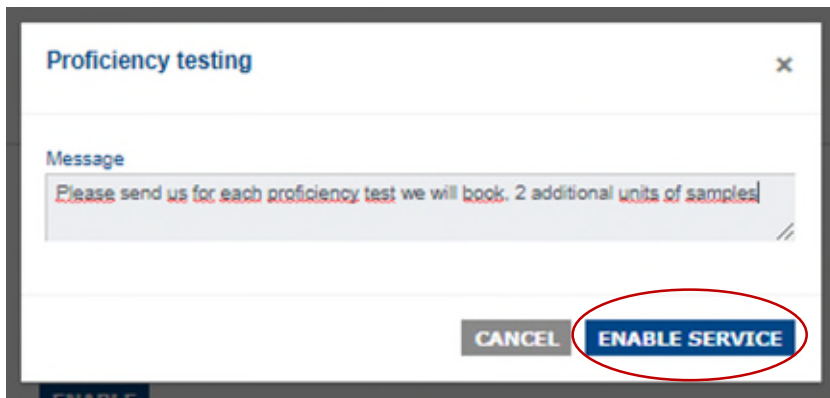
The screenshot shows the 'Customer Log-In' page on the muva kempten website. At the top left is the muva kempten logo, and at the top right are links for 'Login', 'Register', and a language selector (UK flag). The main heading is 'Customer Log-In'. Below it is a message: 'Access to this area is reserved for our registered members. Request your access data with our registration form.' There are two input fields: 'User login' and 'Username'. Below these are two more input fields: 'Password' and 'Remember me' (with a checkbox). The 'LOGIN' button is circled in red. To the right of the 'LOGIN' button is a link 'Forgot your password?'. At the bottom right, there are links for 'Imprint | Privacy' and the copyright notice '© muva kempten GmbH'.

8. Now you can choose a personal password. Please log in with this new password. It is possible to save your user data by choosing the option "Remember me".

9. Choose the service EP-Service / proficiency testing and click on “enable”.



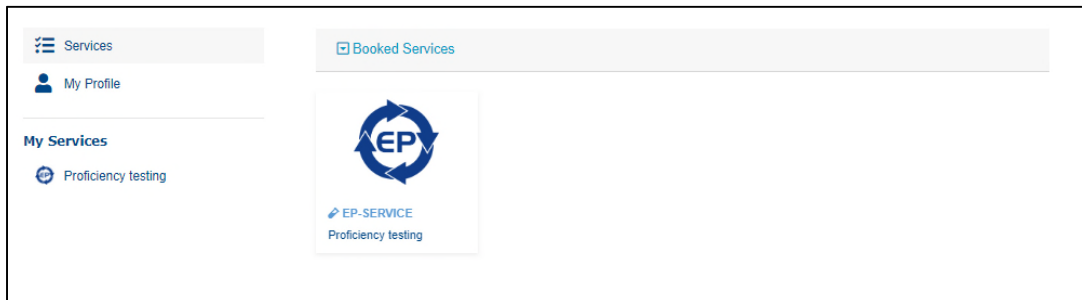
10. Finally activate the module. If you want you can send a message to PT team.



Now you are successfully registered!

Registration for Proficiency Testing Studies

1. Open the website <https://service.muva.de>



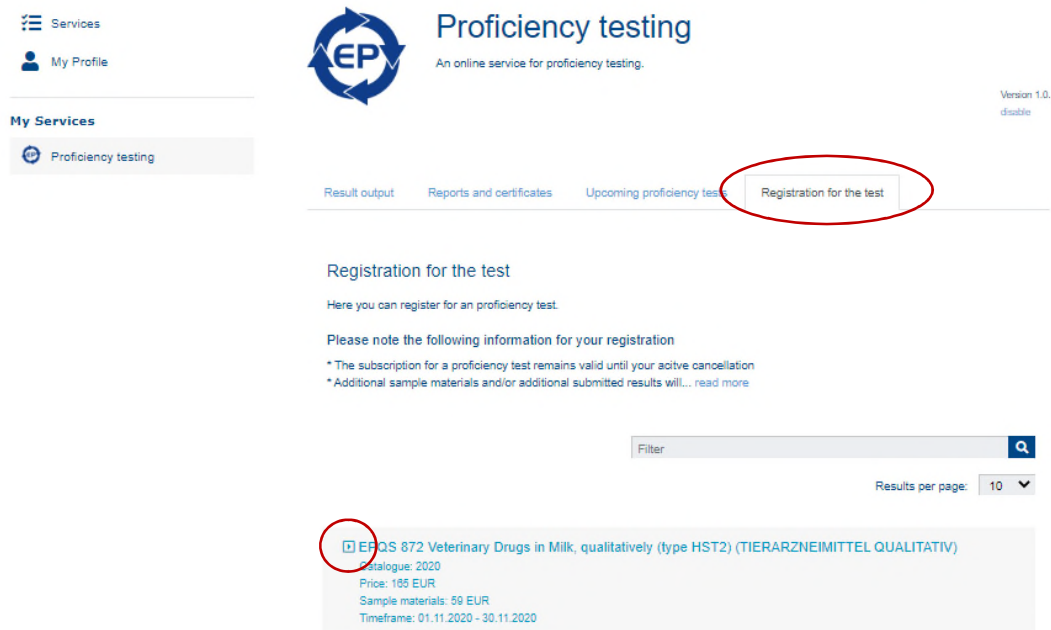
2. Registration for proficiency testing study

In this service, there are different tabs:

- Result output
- Reports and certificates
- Upcoming proficiency tests
- **Registration for the test**

For registration please choose the tab „Registration for the test“.

All current proficiency testing studies are listed here, including all information regarding the time line, the price and the parameters.

A screenshot of the 'Proficiency testing' service page on service.muva.de. The page has a header with the 'muva kempten' logo and a navigation menu with 'Services' and 'My Profile'. The main content area features a large blue circular logo with 'EP' inside and the text 'Proficiency testing An online service for proficiency testing.' Below this, there is a horizontal navigation bar with four tabs: 'Result output', 'Reports and certificates', 'Upcoming proficiency tests', and 'Registration for the test'. The 'Registration for the test' tab is selected and circled in red. Below the navigation bar, there is a section titled 'Registration for the test' with the text 'Here you can register for an proficiency test.' and 'Please note the following information for your registration'. Below this, there are two lines of text: '* The subscription for a proficiency test remains valid until your active cancellation' and '* Additional sample materials and/or additional submitted results will... read more'. At the bottom, there is a search bar with the text 'Filter' and a magnifying glass icon. Below the search bar, there is a dropdown menu for 'Results per page:' with the value '10'. Below the search bar, there is a list of test results. The first result is circled in red and contains the following information: 'EPQS 872 Veterinary Drugs in Milk, qualitatively (type HST2) (TIERARZNEIMITTEL QUALITATIV)', 'Catalogue: 2020', 'Price: 165 EUR', 'Sample materials: 59 EUR', and 'Timeframe: 01.11.2020 - 30.11.2020'.

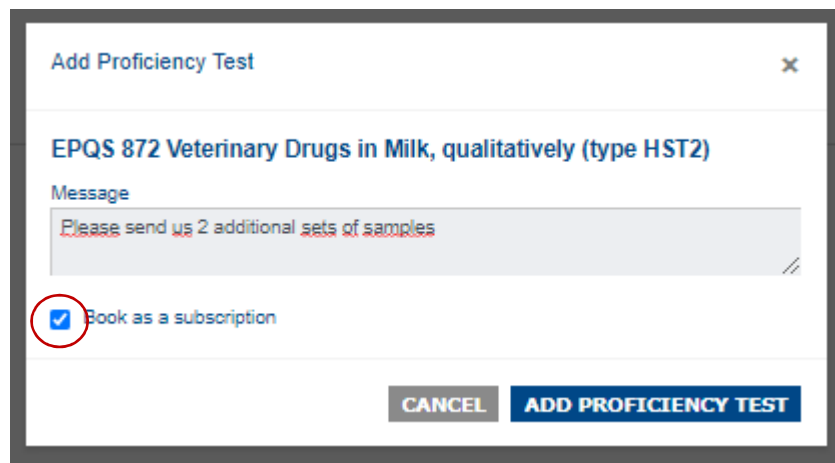
Use the arrow to open the window and see all possible parameters for analyses. They can be optionally analysed.

Then click the button „**Add proficiency test**“



The screenshot shows a web interface for selecting a proficiency test. At the top, there is a header for "EPQS 817 milk (H-MILCH)" with sub-headers "Catalogue: 2020" and "Timeframe: 01.01.2020 - 01.02.2020". Below this, a list of parameters is shown under the heading "chemical analysis": Fat, Freezing point, Protein, Dry matter, Lactose (monohydrate), and Density. At the bottom right of the interface is a blue button labeled "ADD PROFICIENCY TEST".

A new window opens. Here you have the opportunity to write a message – for example for ordering more sample material for additional analyses, or to book the proficiency testing study as a subscription. Subscription means you have automatically booked the PT in the following years until you cancel your participation.



The screenshot shows a dialog box titled "Add Proficiency Test" with a close button (X) in the top right corner. The main heading is "EPQS 872 Veterinary Drugs in Milk, qualitatively (type HST2)". Below this is a "Message" field containing the text "Please send us 2 additional sets of samples". At the bottom left, there is a checkbox labeled "Book as a subscription" which is checked and circled in red. At the bottom right, there are two buttons: "CANCEL" and "ADD PROFICIENCY TEST".

Please click on the button **ADD PROFICIENCY TEST**.

Now, this PT is not available in the overview any more.

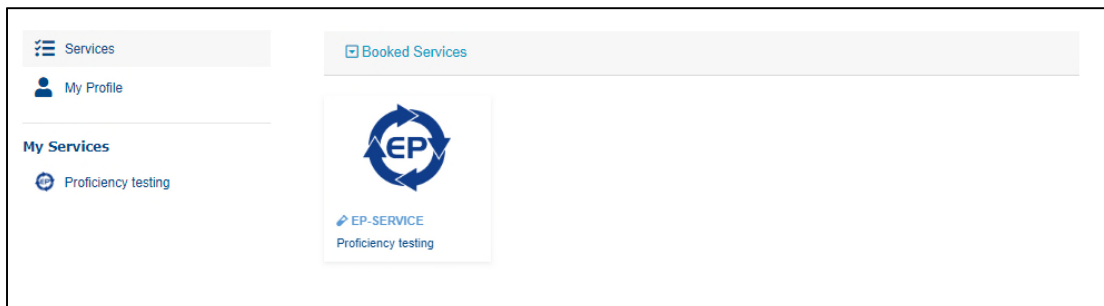
You can book as much PT's as you want.

3. As soon as we activated your registration for the booked proficiency test, you receive a confirmation e-mail.

The registration for this proficiency testing study is now successfully completed!

Entry of the results in the Online Portal

1. Open the website <https://service.muva.de> and go to EP-Service

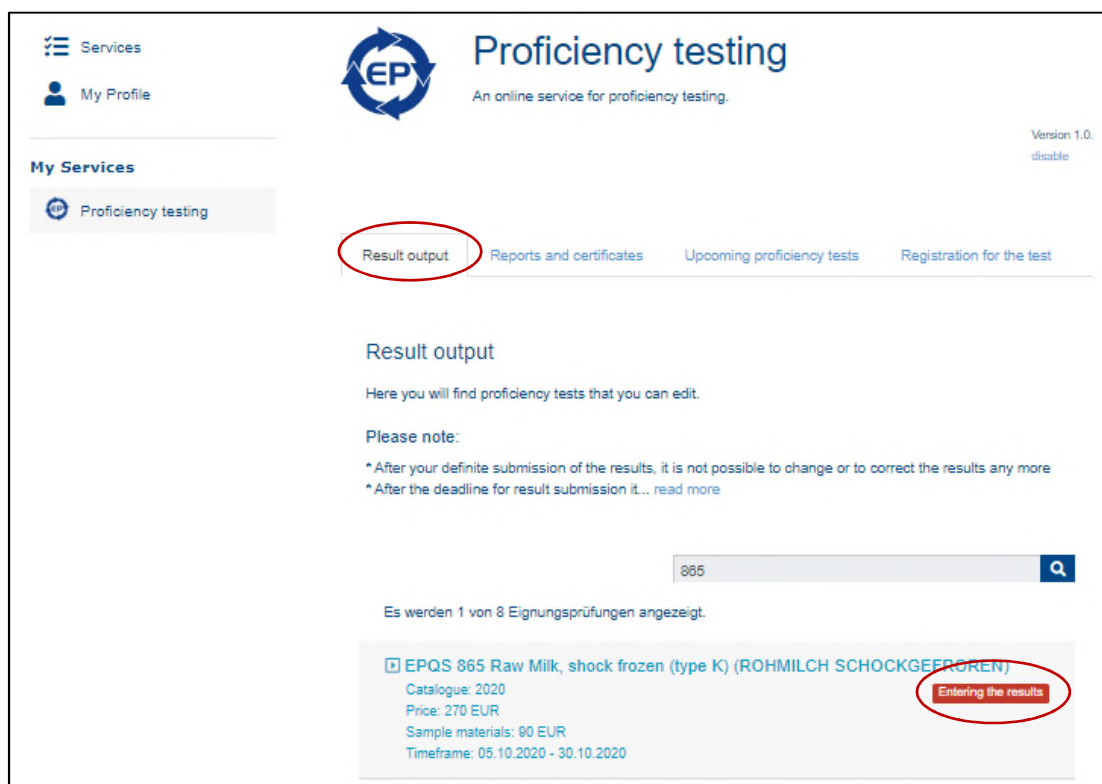


2. This window shows different tabs:

- **Result output**
- Reports and certificates
- Upcoming proficiency tests
- Registration for the test

For the entry of the results please choose the tab „**Result output**“.

Here you can see all current proficiency testing studies that are ready for entering the results.



3. Choose the corresponding proficiency testing study. Here the related parameters for the entry of the results are listed. Pick the chosen parameter (e.g. Fat) and click on it.

EPQS 865 Raw Milk, shock frozen (type K) (ROHMILCH SCHOCKGEFROREN) Entering the results

Catalogue: 2020
Price: 270 EUR
Sample materials: 90 EUR
Timeframe: 05.10.2020 - 30.10.2020

result stack 1

chemical analysis

Fat 1 — 2 — 3
Freezing point 1 — 2 — 3
Urea 1 — 2 — 3
pH value 1 — 2 — 3
Protein 1 — 2 — 3
Dry matter 1 — 2 — 3
Lactose (monohydrate) 1 — 2 — 3

result stack 2

chemical analysis

Fat 1 — 2 — 3
Freezing point 1 — 2 — 3
Urea 1 — 2 — 3
pH value 1 — 2 — 3
Protein 1 — 2 — 3
Dry matter 1 — 2 — 3
Lactose (monohydrate) 1 — 2 — 3

SUBMIT RESULTS **DOWNLOADS** **ADD ANOTHER RESULT** **SHOW REPORT**

The timeline besides each parameter shows the status of the result input.

EPQS 865 Raw Milk, shock frozen (type K) (ROHMILCH SCHOCKGEFROREN) Entering the results

Catalogue: 2020
Price: 270 EUR
Sample materials: 90 EUR
Timeframe: 05.10.2020 - 30.10.2020

result stack 1

finish

chemical analysis

Fat 1 — 2 — 3
Freezing point 1 — 2 — 3
Urea 1 — 2 — 3
pH value 1 — 2 — 3
Protein 1 — 2 — 3
Dry matter 1 — 2 — 3
Lactose (monohydrate) 1 — 2 — 3

result stack 2

process

start

chemical analysis

Fat 1 — 2 — 3
Freezing point 1 — 2 — 3
Urea 1 — 2 — 3
pH value 1 — 2 — 3
Protein 1 — 2 — 3
Dry matter 1 — 2 — 3
Lactose (monohydrate) 1 — 2 — 3

SUBMIT RESULTS **DOWNLOADS** **ADD ANOTHER RESULT** **SHOW REPORT**

4. Now choose the parameter and tic off „submit sample“.

Services

My Profile

My Services

Proficiency testing

Fat

Sample 1 Submit sample

Sample 2 Submit sample

GO TO OVERVIEW

SAVE

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→ The entry form opens:

- Please notice: * are mandatory fields
- The arrows in the input fields open dropdown menus to select the method or the standard. Additionally you have the opportunity to enter your own lines manually.
- The unit (i.e. g/100g) is indicated at the end of the input box.
- Please notice the correct unit and the decimal digits.

Services

My Profile

My Services

Proficiency testing

Fat

Sample 1 Submit sample

Sample date of receipt *
14.05.2019

Were the samples in good conditions?
yes

if no, which kind of complaint?
Value 1 * g/100g
(3 decimal digits)

Value 2 * g/100g
(3 decimal digits)

method
Please choose a method or state your method directly in the field

Standard
Please choose a standard or state your standard directly in the field

Remark

accreditation *

Sample 2 Submit sample

- Please proceed analogously for the second sample. It is your free choice to enter the second sample. After successful entry, please go to **SAVE**. Your values will now be retained and can be revised until the binding submission. Like this you also have the opportunity to enter and correct your results at different times.

Your input was saved successfully.

Please remember to submit your entries as binding. Before you submit the results, confirm that you have checked your entries.

BACK TO THE RESULT INPUT GO TO OVERVIEW SUBMIT RESULTS

- After saving you have the opportunity to go **back to result input** where you can enter further results / parameters OR you can choose **go to overview** OR **submit results** (here, all entered data are collected for this proficiency testing study and you can prove your data for correctness before submitting them bindingly)
- If you click on **back to result input** you have the opportunity for submitting more results for the same or other parameters (e.g. Protein)
- By clicking the field **ADD ANOTHER RESULT** additional results can be entered.

EPQS 865 Raw Milk, shock frozen (type K) (ROHMILCH SCHOCKGEFROREN)Entering the results

Catalogue: 2020
Price: 270 EUR
Sample materials: 90 EUR
Timeframe: 05.10.2020 - 30.10.2020

result stack 1

chemical analysis

Fat 1 — 2 — 3

Freezing point 1 — 2 — 3

Urea 1 — 2 — 3

pH value 1 — 2 — 3

Protein 1 — 2 — 3

Dry matter 1 — 2 — 3

Lactose (monohydrate) 1 — 2 — 3

result stack 2

chemical analysis

Fat 1 — 2 — 3

Freezing point 1 — 2 — 3

Urea 1 — 2 — 3

pH value 1 — 2 — 3

Protein 1 — 2 — 3

Dry matter 1 — 2 — 3

Lactose (monohydrate) 1 — 2 — 3

SUBMIT RESULTS DOWNLOADS ADD ANOTHER RESULT SHOW REPORT

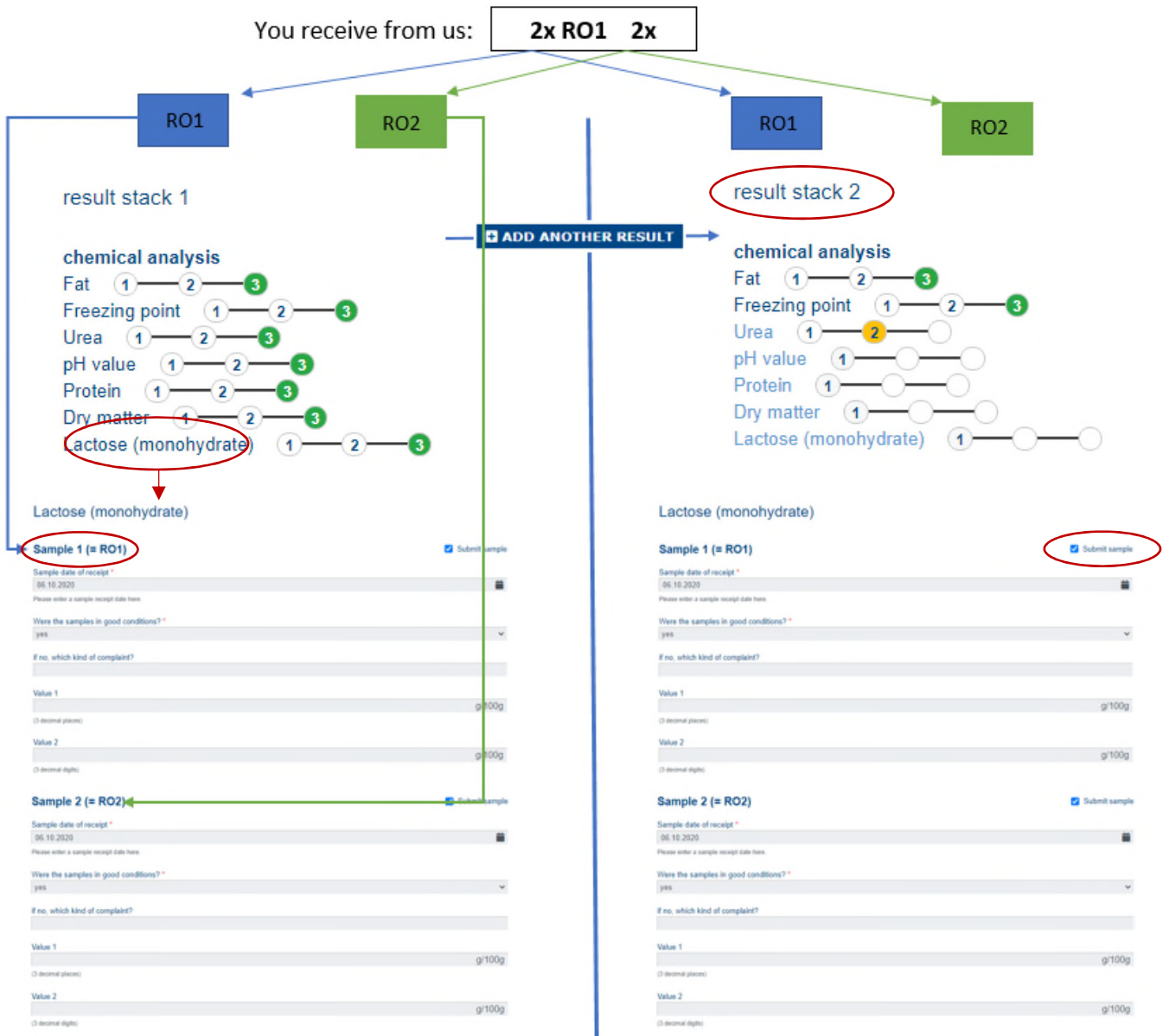
Add Another Result×

EPQS 865 Raw Milk, shock frozen (type K)

Do you really want to add another result?

CANCEL ADD

Now enter additional parameters and results. Please have a look on the following scheme for the right assignment, for example in case you analysed additional sample packages.



9. Finally click on the button **submit results**. Here you see all entered values of all parameters and check them a last time. If any corrections are necessary, please go back to the entry mask, change the values and save them again.

EPQS 865 Raw Milk, shock frozen (type K) (ROHMILCH SCHOCKGEFROREN) Entering the results

Catalogue: 2020
Price: 270 EUR
Sample materials: 90 EUR
Timeframe: 05.10.2020 - 30.10.2020

result stack 1

chemical analysis

Fat 1—2—3
Freezing point 1—2—3
Urea 1—2—3
pH value 1—2—3
Protein 1—2—3
Dry matter 1—2—3
Lactose (monohydrate) 1—2—3

result stack 2

chemical analysis

Fat 1—2—3
Freezing point 1—2—3
Urea 1—2—3
pH value 1—2—3
Protein 1—2—3
Dry matter 1—2—3
Lactose (monohydrate) 1—2—3

SUBMIT RESULTS **DOWNLOADS** **ADD ANOTHER RESULT** **SHOW REPORT**

10. If anything is correct, tick off **Results checked**, confirm and **submit** your results **bindingly** to us.

SUBMIT RESULTS

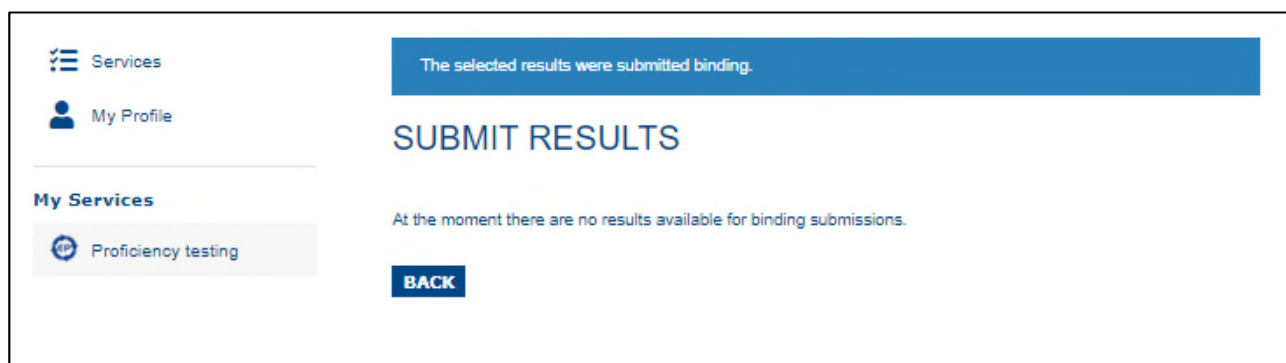
EPQS 865 Rohmilch, schockgefroren (Typ K) (RAW MILK SHOCK FROZEN): Result 2		<input type="checkbox"/> Results checked
chemical analysis		
Freezing point	Sample 1 (= RO1) Value 1: -0,5250 Value 2: -0,5250 method: Kryoskopie Standard: ISO 5764 / IDF 108 accreditation: ja	<input type="checkbox"/>

Herewith we confirm, that - so far not noted otherwise - the results are determined in our own laboratory using the own equipment and by our own laboratory personnel without any assistance.

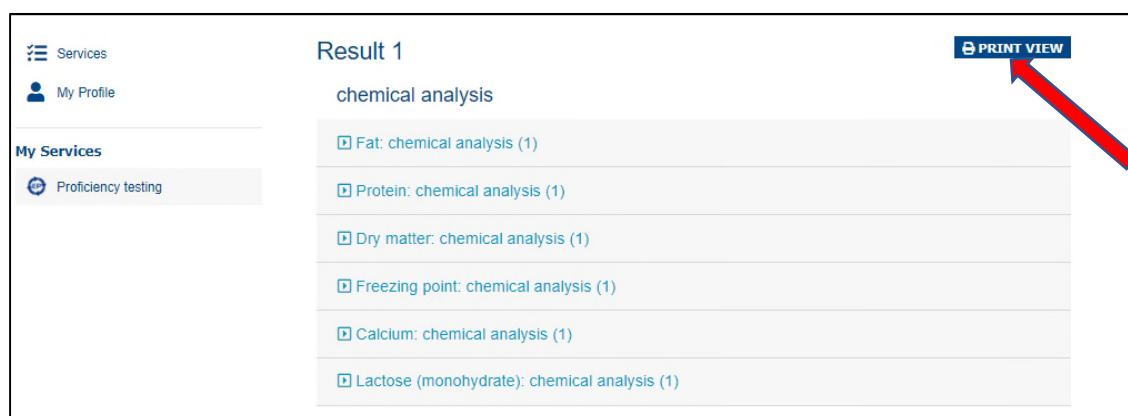
BACK **SUBMIT RESULTS BINDING**

11. Now, no changes are possible anymore. You will receive an Email for confirmation.

Within the time limit of the proficiency testing study, it is still possible to submit additional results at any time.



12. In the tab **show report** all results are summarized and can be printed or saved as PDF for documentation.



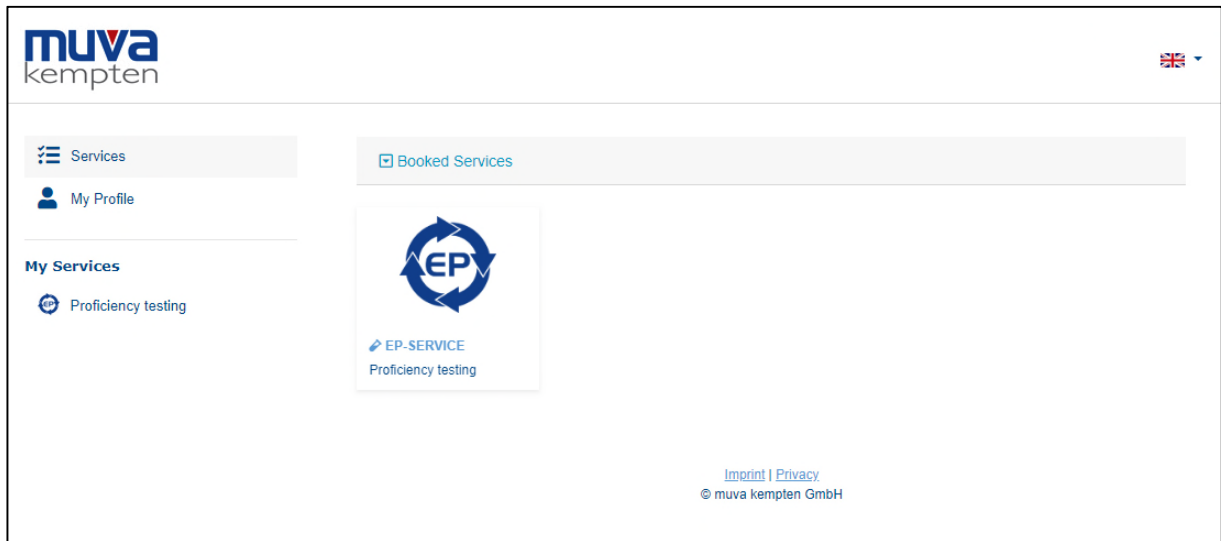
The entry of your result is successfully completed!

Please notice:

After the time slot is closed, the results cannot be changed, entered or transmitted anymore.

Organisation of the booked proficiency testing studies

1. Open the website <https://service.muva.de> and go to EP-Service



2. This window shows different tabs:
 - Result output
 - Reports and certificates
 - **Upcoming proficiency tests**
 - Registration for the test

For organisation please choose the tab „**upcoming proficiency tests**“.

This window shows a list of all outstanding PT studies, you have booked. In this list, you cannot see completed proficiency tests anymore.

The yellow fields show you the status of study:

- „**Registration**“ means your booking order was successfully send to us
- „**Registered**“ means your order is confirmed

Result output

Reports and certificates

Upcoming proficiency tests

Registration for the test

Upcoming proficiency tests

In this category are proficiency tests, which have already been booked, but have not yet been started with the result.

Filter



EPQS 865 Raw Milk, shock frozen (type K) (ROHMILCH SCHOCKGEFROREN)

Catalogue: 2020

Price: 270 EUR

Sample materials: 90 EUR

Timeframe: 05.10.2020 - 30.10.2020

Registered

EPQS 871 Veterinary Drugs in Milk, quantitatively (type HST1) (TIERARZNEIMITTEL QUANTITATIV)

Catalogue: 2020

Price: 245 EUR

Sample materials: 80 EUR

Timeframe: 01.11.2020 - 30.11.2020

Registration

chemical analysis

Beta-Lactams

Cephalosporines

Sulfonamides

Tetracyclines

Quinolones

CANCEL PROFICIENCY TEST

DOWNLOADS

3. Download of all relevant documents

By clicking the button **Downloads**, you can find all relevant documents for the corresponding proficiency test. You will receive an e-mail as soon as the documents are available for download.

EPQS 817 milk (H-MILCH)

Catalogue: 2020

Timeframe: 01.01.2020 - 01.02.2020

Registration

chemical analysis

Fat

Freezing point

Protein

Dry matter

Lactose (monohydrate)

Density

CANCEL PROFICIENCY TEST

DOWNLOADS

The screenshot shows a user profile page with a sidebar on the left containing 'Services' and 'My Profile'. The main content area is titled 'Dokumente' and lists two PDF files: 'EPQS 799_UHT Cream_Cover letter.pdf' and 'EPQS 799_UHT Cream_Announcement sample dispatch.pdf'. Each file has a blue 'DOWNLOAD' button with a download icon. These buttons are circled in red. At the bottom right, there are links for 'Imprint | Privacy' and '© muva kempten GmbH'.

4. After completion of a proficiency testing study, you can find the report in the tab **reports and certificates**. Here you can see the reports of every attended proficiency test since the online-portal is active.

The screenshot shows the 'Proficiency testing' service page. The header includes the 'muva kempten' logo and a language selector (UK flag). The sidebar on the left has 'Services' and 'My Profile'. The main content area features the 'EP' logo and the title 'Proficiency testing' with the subtitle 'An online service for proficiency testing.' and 'Version 1.0. disable'. Below the title is a horizontal navigation bar with four tabs: 'Result output', 'Reports and certificates', 'Upcoming aptitude tests', and 'Registration for the test'. The 'Reports and certificates' tab is circled in red. The page content under this tab includes the heading 'Reports and certificates', the text 'Here you will find completed and evaluated aptitude tests.', and a section for 'Specification' with the text 'It is a additionally description of category'. At the bottom, there is a search bar with 'Search', 'From', and 'Until' fields, and a search icon. The 'Results per page' is set to 10.

Please pay attention:

You will receive the certificates and maybe the invoices further on by post!