GETTING STARTED

1. Open your browser e.g Firefox, Google Chrome and type the url https://tradenetmns.mu to access the web-based application.

2. Insert your username and password and click on Login.

3. Go to Certificate of Origin and click on E-Certificate of Origin Application System from the drop-down menu as shown in Figure 2 below.
4. You will be directed to the following main page. The main page contains announcements and a dashboard with statistics of different applications’ status.

![Figure 3: Dashboard](image)

**LIST OF ALL APPLICATIONS**

1. Click on List of all application to retrieve a list of applications already prepared.

![Figure 4: List of all applications](image)
NEW APPLICATION

1. Click on New Application and select relevant certificate for a new application.

To edit/duplicate application click

![Image](image-url)

*Figure 5: New Application*
To fill in the details below such as items, attachments, etc., click on the same and click on the + button to add the relevant information.
ACTION BUTTON

The Action buttons are found at the bottom right of the page. The SEND button will appear only after the application has successfully been saved.

![Figure 6: Action Button](image-url)
COMMUNICATION

Under Communication the user will have access to options such as “Reset Send Status”, “Send Multiple”, "Retrieve Messages”, “Send Log”, “Receive Log” and “Process Log”.

Figure 7: Communication
MAINTENANCE

Maintenance allows the user to add a new exporter under the item “Exporter” and to view “Declarant Details”.

Click on the + button and fill in relevant information to add a new exporter.

Figure 8: Maintenance

Figure 9: Exporter