



OACTU IT AIDE MEMOIRE DII(F)



*Officer & Aircrew Cadet
Training Unit*

IOTC

SERE

NCAITC

ROIT

Jan 2015

 **ROYAL
AIR FORCE**



Scope



This document covers the following:

DII(F)

- Mandatory Training & User Security Instructions (USyI)
- Account Usernames and Passwords
- Log-On
- OACTU Management Information System (MIS)
- Internet
- Getting Help



OACTU Training Management Information System (OTMIS)



- The link can be found on the OACTU MOSS Team Site page on the left hand menu under 'Local references'
- Or: <http://otmislv.qahs.rmil.uk/otmis/login.php>
- OTMIS is also referred to as MIS
- It is your electronic cadet file
- To log on - enter your service number
- Leave 'Password' blank and press 'enter' then follow instructions
- Password re-sets must be requested in person to the Business Systems Manager, room 58, OACTU



OTMIS



OTMIS: Login - Microsoft Internet Explorer provided by BSA

File Edit View Favorites Tools Help

Address http://cmrsvotm1.cranwell.raf.r.mil.uk/otmis/

OTMIS
OTMIS Training Management Information System

Login:

Welcome To OTMIS: Information Management

To login please enter your service number and password below:

Service Number:

Password:

Login

Enter your full Service Number, leave the Password section blank

Click on 'Login'



OTMIS



Address <http://crnsvotm1.cranwell.raf.r.mil.uk/otmis/login.php>

Release 3.0
Official Training Management Information System

- STUDENT PROFILE
- GENERAL FORMS
- ACADEMIC FORMS
- PRACTICAL FORMS
- FEED FORMS
- LOG OUT

OTMIS: Change Password - Microsoft Internet Explorer provided by BSA

[close]

Change Password:

Get Password:

Welcome To OTMIS: Information Management

As this is your first login, please enter your service number and a new password below:

Service Number: 98765432A

New Password:

Confirm Password:

Enter a new Password twice

Click on 'Store Password'

What is new for cadets
Click [here](#) to view the whats new help file which gives a brief description of the v2 OTMIS upgrades.

Feedback / Comments
NEW - If you wish to leave feedback / comments about OTMIS, whether it be upgrades or problems then please click [here](#) to access the form. Please view the existing feedback to avoid repetition.



OTMIS



File Edit View Favorites Tools Help

Back Search Favorites Media

Address http://cmrsvotmi.cranwell.raf.mil.uk/otmis/login.php

Release 3.2

OTMIS

COURSES

- GENERAL FORMS
- ACADEMIC FORMS
- PRACTICAL FORMS
- PEd FORMS
- LOG OUT

You are logged in as [redacted]

[change password]

[log out]

Upgrade to V3.2

ciated reports.

What is new for course admin

Using the side Menu familiarise yourself with your electronic file

To get to the Main Page Click here at any time

Select 'Log Out'