

Log in to SLMS by clicking on “SLMS Login” at <https://nyslearn.ny.gov> .

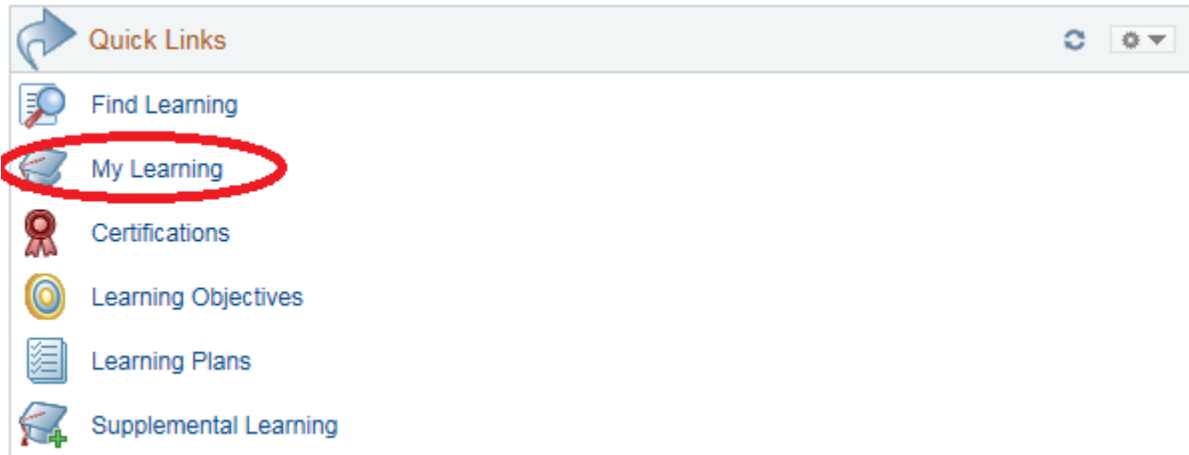


Key in your Username name and Password. If you do not know your Username or Password, click on the appropriate link as underlined below. If you have trouble with the self-service process, click on the link shown below to find “Agency Assistance & Contact Information”. If your agency is not listed, contact your ITS help desk. The SLMS help desk cannot reset your password.

A screenshot of the NY.gov ID login form. It includes fields for Username and Password, a Sign In button, and links for 'Forgot your Username or Password?' and 'NY.gov ID - Terms of Service'.

 [Agency Assistance & Contact Information](#)

When you are logged in successfully, your SLMS home page will contain a “Quick Links” section. Click on “My Learning”:



The next page will show your learning history. The mandated training will be listed here with a status of “Enrolled”. You can organize this page chronologically by clicking on “Date” to get your most recent training at the top of the list. Or you can organize it alphabetically by clicking on “Title”. Click on the blue launch button to launch the training:

My Learning [View Calendar](#) [Request New Learning](#) [Learning Home](#)
[Contact Us](#)

*View

My Learning		Personalize Find View All		1-15 of 32				
Title	My Ratings	Type	Print Certificate	Status	Date	Launch	Action	Delete
Cyber Security Information and Security Awareness	★★★★★	*Online		Enrolled	03/17/2015			
Right to Know	★★★★★	*Online		Enrolled	03/17/2015			

When you have completed a course, a conclusion page will be displayed. Click on EXIT to close the course. The status on the My Learning page will now show Completed.

NEW YORK STATE Governor's Office of Employee Relations

AUTOPLAY OFF PROGRESS RESOURCES HELP EXIT

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Conclusion

Congratulations! You have completed *Internal Controls*. Your completion has been saved in the Statewide Learning Management System (SLMS).

To verify completion in SLMS, click on *My Learning* from your SLMS home page. *Internal Controls* will be listed with a Status of "Completed." You may have to refresh your browser. If the course status does not show completion after refreshing your browser, please contact your agency help desk for assistance.

Click EXIT to close the browser window and exit the course.

My Learning View Calendar Request New Learning Learning Home Contact Us

*View All Learning, All Status, All Dates, All Types Go View Training Credits

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Title	My Ratings	Type	Print Certificate	Status	Date	Launch	Action	Delete
Cyber Security Information and Security Awareness	★★★★★	*Online	Print Certificate	Completed	03/20/2015	▶	Review	
Right to Know	★★★★★	*Online		Enrolled	03/17/2015	▶		