LMS FOR FELLOWS: CERTIFICATE PROGRAM ENROLLMENT

NYLearnsPH | https://www.nylearnsph.com

Welcome to the LMS!

We hope you are enjoying the New York Learns Public Health (NYLearnsPH.com) Learning Management System (LMS). This guide will explain how to enroll in the LMS Certificate Program step by step.

Here's how to get started:

Step 1: Start by navigating to the <u>NY Learns PH Login Page</u> and **log in using your username and password**. If you have not registered for the LMS yet, please reference the *New User Registration guide*.

Step 2: Click on Course and Program Catalog in the menu on the left of the screen.

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Step 3: Click on Program Catalog located in the banner under Course Catalog.

Course Catalog

Course Catalog | Program Catalog | Advanced Search | Recommended Courses | Required Courses There are currently 2062 courses offered in the Course Catalog.

Step 4: Under Available Programs, click on NYSPHC Educational Series 1 (2022-2023) Certificate.



Step 5: Scroll down to the very bottom of the page. Click on the orange **One Click Program Enrollment** button.

One Click Program Enrollment

Step 6: Confirm that you see the screen shown below indicating that you have successfully enrolled in the program.



Step 7: Click on My Courses and Programs in the menu on the left of the screen.

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Step 8: Navigate to the banner at the top of the page and click on My Programs.

My Courses and Programs								
Be sure to register for your Required Courses and Recommended Courses. You may also view Course Catalog for a full list of courses, or view the Program Catalog for a list of available programs and their corresponding courses.								
Pending Courses Current Courses Faile	d/Incomplete Courses	Completed Courses	My Programs	LMS Activity Report				
Course Keyword Search	Search							

Step 9: Confirm that you see **Educational Series One Click Program** in your list of programs. Click on the **NYSPHC Educational Series 1 (2022-2023) Certificate** link.

My Courses and Programs								
Be sure to register for your recommended courses. You may also view Course Catalog for a full list of courses								
Pending Courses	Current Courses	Failed/Incomplete Courses	Completed Courses	My Programs	LMS Activity Report			
Click on a program name below to view program and course details. If any program listed below is "Pending" there may be one or more courses within that program where your enrollment is not complete; click program name to see details.								
Program Enroll Date Program Enrollment Status Program Name Completion Date Cert				Date Certificate				
05/09/2024	Enrolled	NYSPHC Educational Se	eries 1 (2022-2023) Certif	ficate				

Step 10: Once you have completed all required quizzes, you will receive a Program Certificate available through the **My Programs.**

Congrats! You have successfully enrolled in the LMS Certificate Program.

Be on the lookout for more LMS updates coming your way!



Contact Us

For questions and assistance with your LMS Certificate Program enrollment or general access, please use the LMS support contacts listed below. For all other questions about content in the LMS, contact your regional FPC or FPS.

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