

# LMS FOR FELLOWS: NEW USER REGISTRATION

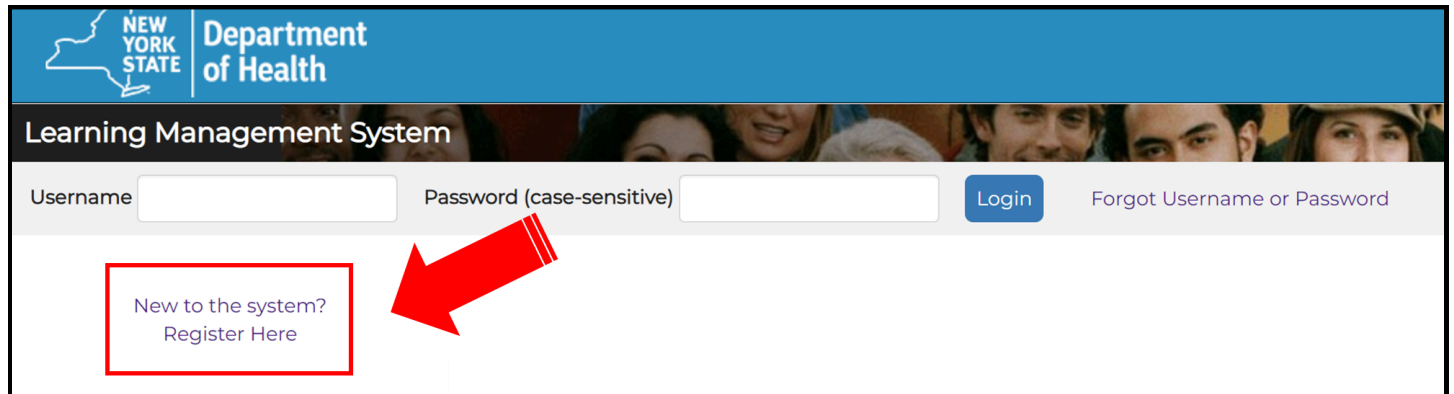
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## Welcome to the LMS!

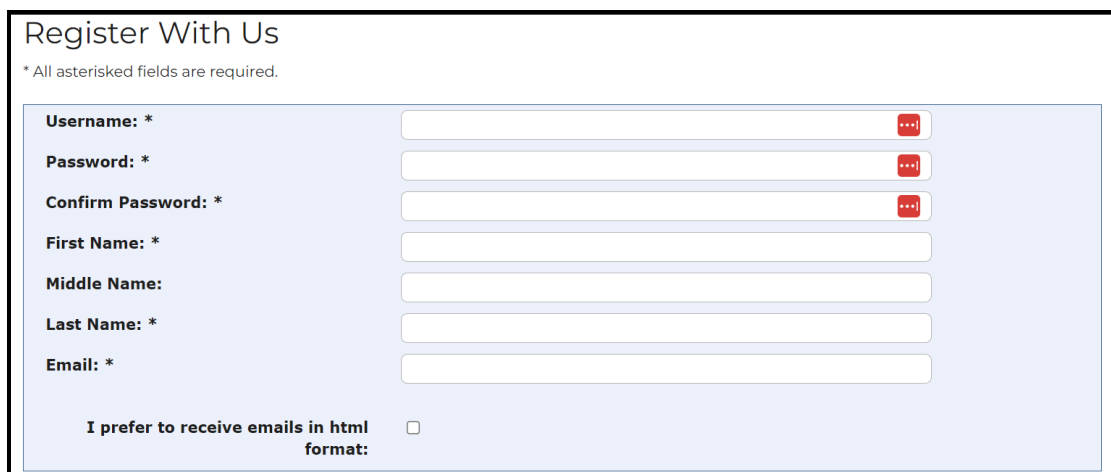
We hope you will enjoy using the New York Learns Public Health (NYLearnsPH.com) Learning Management System (LMS). This guide will explain how to complete the steps to gain access to the system for the first time and complete your registration.

### Here's how to get started:

**Step 1:** Start by navigating to the [NYLearnsPH Registration Page](#) or find the “Register Here” button on the [home page](#).



On the Register Here page, create a Username and Password and enter your personal information. All fields denoted with an asterisk (\*) are required.



**Step 2:** Further down on the page, you will see a secret questions section. Here, you will select questions and provide answers. If you forget your password, answering these questions will allow you access to change your password. Below are some tips for creating your secret questions:

- Avoid favorites (they change!)
- Avoid answers that can be abbreviated (and easily forgotten)

### Secret Questions

(Select questions and provide answers, if you forget your password, answering these questions will allow you access to change your password.)

Secret Question 1: *	Please select
Secret Answer 1: *	
Secret Question 2: *	Please select
Secret Answer 2: *	
Secret Question 3: *	Please select
Secret Answer 3: *	

**Step 3:** Next, you will scroll down and complete the Work Information and Other Information sections.

**Step 4:** Next, under Agency Information, if you are a member of a Local Health Department, please affiliate with your LHD, if you are working with a section of the New York State Department of Health, affiliate with NYSDOH - Section.

Fellows at Community Based Organizations are not required to affiliate with an Agency on LMS.

### Agency Information

Agency:	Please Select
Roles(s):	None

**Step 5:** Once all required information has been filled out, click “Submit Your Registration” and accept “User Agreement”.

- The New York State Department of Health web site links to web sites maintained by other entities. Reasonable precautions are taken to link only to web sites which are appropriate, accurate and maintained by reputable organizations. However, those web pages are not under the New York State Department of Health's control and the New York State Department of Health is not responsible for the information or opinions expressed in those linked sites.

By checking this box, I attest that I have read, understand, agree, and will abide by all Terms of Use contained herein. I also understand that any misuse or violations may result in termination of access and such other action as may be available.



## Congrats! You have successfully accessed and registered for the LMS.

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



### Contact Us

For questions and assistance with your LMS registration 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.

#### Contact Information

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