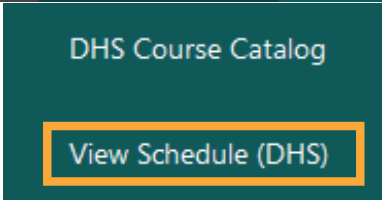
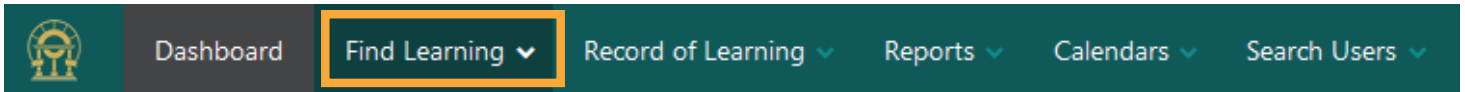




How to Use Your DHS LMS Enroll Yourself in a Course

1 Select **Find Learning** from your dashboard.



2 Click on **View Schedule (DHS)** from the drop down menu.

3 Scroll to the course and select it from the **Event link** column.


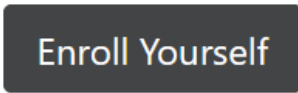
Event link	Course ID Number	Course Name	Summary	Session Start Date/Time	Session Finish Date/Time	City	Places available
Part of a sequence - Full schedule & enrollment	OCP 834	OCP 834 - Child Welfare Documentation	Get back to basics with the Why, What, Where and How of good child welfare documentation. This course covers clear, concise and relevant documentation, CFSR documentation requirements, progressive v/s regressive writing and much more.	2022-07-28	2022-07-28	Atlanta	0
Demo Event Schedule	DEMO	Demonstration Course		2022-08-08	2022-08-10	Sylvester	20

4 Click **Enroll Yourself**, and then click the **Enroll Yourself** button.

Demonstration Course All events in Demo Event Schedule

Upcoming events

Last reservations are 0 days before the event starts. Unallocated reservations will be deleted 0 days before the event starts.

Course	Date	Time	Room	Seats available	Status	Sign-up period	Options
	August 8, 2022 - August 10, 2022	9:00 AM - 4:00 PM	Worth County DFCS Office (Room details)	20	Booking open		Enroll Yourself  

5 If you want to request a hotel, click **Yes** and follow the prompts to do so. Otherwise, click **No**.

Booking confirmed. Would you like to continue to request a hotel reservation?

6 You will see a confirmation message once you have enrolled.



Online training provided by
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