SLMS is the NYS Statewide Learning Management system for all New York State employees providing access to statewide training.

### SUNY employee log-in steps

SLMS is accessed through the SUNY Secure Employee Services Portal. https://www2.sysadm.suny.edu/employeeServices/main/employeePortal.cfm

Click the **E-Business Services** tab, and click the <u>SLMS – Statewide Leaning Management System</u> link highlighted below.

Employee Services Portal						
Business Systems Applications	E-Business Services	Enrollment Management				
Confluence / SUNY Collaboration Service JCOPE - Financial Statement Disclosure Filing (NYS Directory Services) NY.gov Portal Retirees Service Corps						
Retirees Service Corps SLMS - Statewide Learning Management System						

You will be directed to the <u>my.ny.gov</u> page. Click on the **Statewide Learning Management** link highlighted below.

NEW YORK STATE	Services	News	Government	Local					
NY.gov ID Change	Password Update	e My Account	App Enrollment	Help Desk Information	About NY.gov ID	FAQs			
Welcome Note to the My NY Your NY.gov ID is - <i>SUNY</i>									
Last login –		Log Out							
	You have access to the following applications								
AnalyzeNY - Workforce Analytics				JCOPE Financial Disclosure System FDS					
NYS IT Service Management System				NYS Payroll Online					
	Statewide Learning Man	agement							

If you do not see the link above, contact your campus IT security office to grant you this access.

#### How to Search in SLMS

Search for trainings using the search bar highlighted below. Search by the title/topic of the training you are interested in.

Favorites - Main Menu -	
Statewide Learning Management System	Learning - Search Advanced Search
Quick Links	Announcements
Find Learning	No Current Announcements.
My Learning	
R Certifications	
Learning Objectives	
Learning Plans	
Supplemental Learning	

- 1. Search for course title: COELIG On Demand EthicsTraining (CETC) 2023 (COELIG-OndemandCETC-2023)
- 2. Enroll (Date will appear as 10/2/2023, that's okay)
- 3. Class Types: NYS\_COELIG\_CETC (New employees) or NYS\_COELIG\_2024\_Refresh (For employees who have completed the course at least once)

Search Results					View All	First	1 -	1 of 1 🕟	L
+ Expand – Colla	pse								
COELIG On Demand	EthicsTraining (CE	TC) 2023 (CO	ELIG-Ondemar	dCETC-2023)					
(28)	View Reviews						F	Plan for Late	r
The On Demand CETC This online course also									cs la
Class Code	Туре	Duration	Start Date	Location	P	rice			
NYS_COELIG_CETC	*Online		10/02/2023	None				Enroll	
Submit Enrolme	✓ You have succes		n COELIG On Dem on the My Learnir	and EthicsTrainin g page.	3 (CETC) 2	023. This			
	Class Name	COELIG On Dem	and EthicsTraining	(CETC) 2023 Typ	e *Online				
	Class Code	NYS_COELIG_C	ETC	Conta	ct				
	Class Code Price Per Seat		ETC	Conta Drop Charg					
					je	16			
	Price Per Seat Enrollment Status	 Enrolled 10/02/2023		Drop Charg	je er 351922 te	16			

4. Launch Course

5.	Launch link									
	Table Of Conte	ents		,						
	Lauren Currie, Staff Associate State University College at Plattsburgh									
	Component Name: Class:									
	Table Of Contents									
	Title			Status	Score					
	2023 On Demand	CETC		Not Attemp	oted	Lau	unch			
6.	Begin Course		E Tra A comprehe	Dema thics thics aining nsive online cor soned state emp Begin Course	<b>g</b> urse for					
7. 8.	Advance the slides by Complete full course a	-			outton.					
	COELIG is Here to Help :	• Contact Us					NYS COMMISSION ON ETHICS AND LOBBYING IN SOVERMMENT			
9.	Main Menu: "My Learn	ning" will show		mplete & a	llow vou to	print a cer	Exit Course			
My Lear		0				onalize   Find   Vie				
Title	Тур		Status	Date	Launch Act	ion My Rating	gs Print Certificate			
COELIG ( 2023	On Demand EthicsTraining (CETC) $_{* O}$	nline	Completed	11/14/2023	Revi	iew ***	* * Print Certificate			

If you are having difficulty once in SLMS, you may contact the Help Desk.

SLMS Help Desk Hours: M-F 7:30 a.m. - 5:00 p.m. Phone: (518) 473-8087 Email: <u>SLMSHelpdesk@its.ny.gov</u>