

Learner Log-In Instructions

DLS Help Desk Toll Free: 1-877-251-0730 Hours: 24/7

System requirements to use the ALMS include web browser (Internet Explorer (IE) 9 or 11), NIPRNET or internet connection, and an AKO account. The following are the minimum and required browser settings that will allow you to view the majority of courseware on the ALMS:

- JavaScript Status = Enabled
- Operating System = Windows Vista or Windows 7
- Internet Browser = IE9 or IE11
- Flash Player = 11.5+
- Pop-Up Blocker = Not Blocked
- Cookies Enabled = Yes
- Screen Resolution = 1024 x 768+
- Color Depth = 24 Bit

In order to use the ALMS, you must disable the pop-up blocker in the internet browser Options tab.

System performance will vary depending on quality and speed of network connection. Most courseware must have the Active X controls enabled in Internet Explorer.

Note: Courses in the ALMS should include a Letter of Instruction (LOI) which may list specific recommendations for an optimized training experience. Depending on the browser, you may need to enable or disable Compatibility Mode.

Please note that enabling Compatibility Mode in IE11¹ requires a series of steps:

- Navigate to the Army Learning Management System at <https://www.lms.army.mil>.
- In the Internet Explorer toolbar at the top of the screen, select "Tools."
- Select "Compatibility View settings."

Note: If the toolbar is not visible, right-click in the space at the top of the browser

¹ Internet Explorer 11 (IE11) reflects the browser type and version that is included in the Army Golden Master (AGM) [AGM version 11.1.1, <https://www.us.army.mil/suite/page/130061>] approved software for use on Army-owned personal computer workstations. Users may employ other browser types (e.g. Chrome, Firefox, etc.) to execute ALMS-hosted courseware, but this courseware was not tested to run using these browsers and technical support for problems in execution will be limited.

window and select "Menu bar."

- The URL base "army.mil" should appear in the text field at the top of the "Compatibility View Settings" window under "Add this website."
- Select "Add."
- The URL will now appear in the second text field, "Websites you've added to Compatibility View."
- Select "Close."
- The page will refresh. You are now operating in Compatibility Mode.

Logging in to the ALMS

Step: 1

Making IE Browser Setting Changes (applies to most IE browser versions)

- In Internet Explorer, click Tools, then select Internet Options. The Internet Options window is shown in Figure 1 below.
- Select the Security tab and set the Security level for this zone to Medium.

Note: Some settings may not be available to you. Please consult your System Administrator for assistance, if applicable.

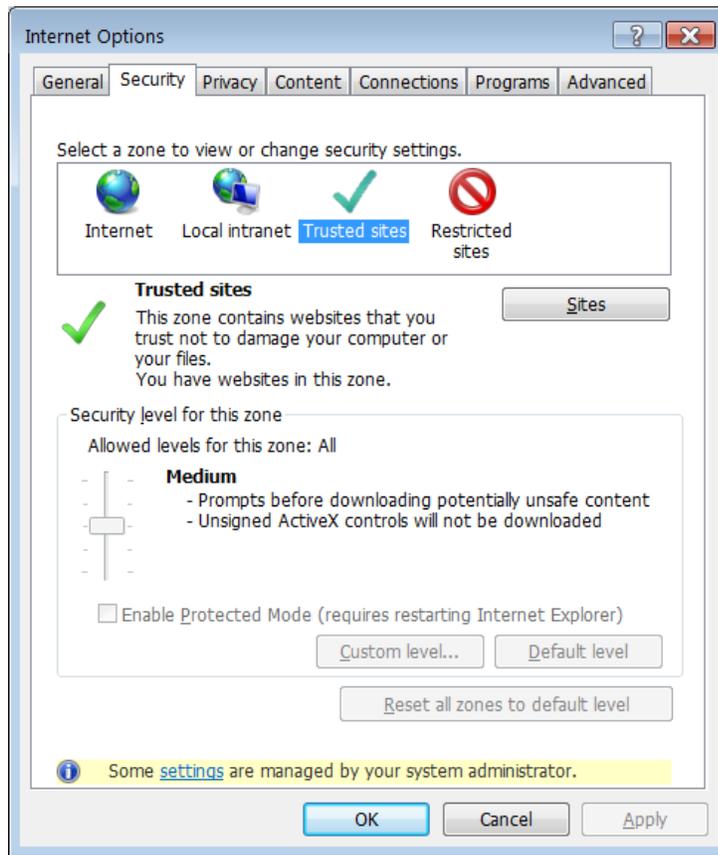


Figure 1: Internet Options – Security Tab

- Select the Privacy tab and under Pop-up Blocker, make sure the box is unchecked and click Apply. This tab is shown in Figure 2.

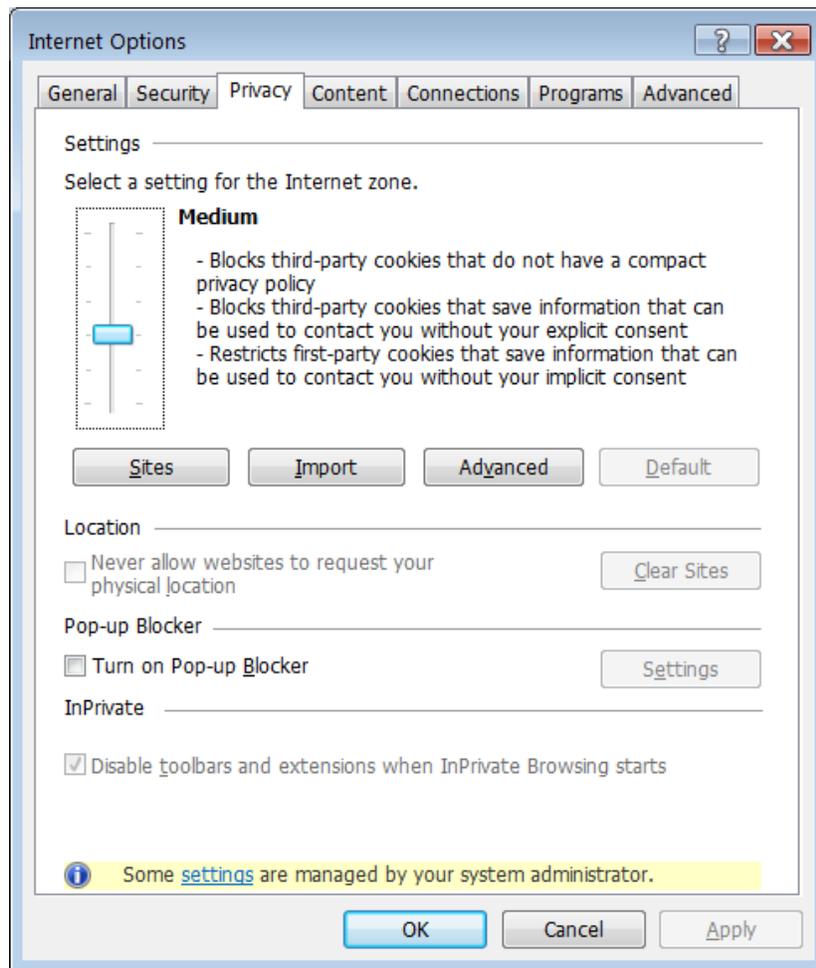


Figure 2: Internet Options – Privacy Tab

- Also under the Privacy tab, click the Advanced button and check the box for “Override automatic cookie handling”, leave the “First-party” and “Third-party” Cookies set on Accept and check the box for “Always allow session cookies”. This dialogue window is shown in Figure 3. Now click “OK” for the Advanced window and then “OK” for the Internet Properties window.

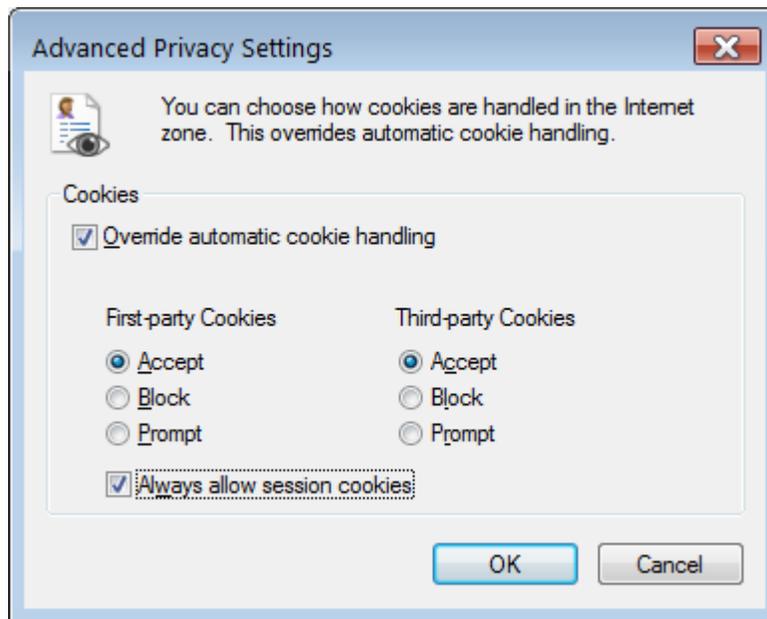


Figure 3: Advanced Privacy Settings

Step: 2

- Set up an >>**AKO** account if you don't currently have one issued.
 - Guidelines for determining AKO account eligibility can be found on the [ATHD website](#).
- After reading the US Government Information System message, click the I Accept button.
- Click the Sign up link next to “New to AKO?.”

Step: 3

- Once you have successfully logged in to AKO, click the Self Service tab and then the My Education link, as shown in Figure 4.

This information system is approved for UNCLASSIFIED//FOUO data

Home ▾ My Account ▾ Favorites ▾ Quick Links ▾ Self Service ▾

AKO Mail Inbox (0)

New Notifications (0)

New In My Files (0)

New In My Blogs

My Tasks

Tell CPT AKO/Tell 1SG

SHARP Program

G1 Suicide Prevention

IPPS-A

AKO Portal Training

CAC Resource Center

Slick Deals

Inside AKO

Career Opportunities

Antivirus Services

Army e-Commerce

DA Pubs & Forms

My Benefits

My Clothing

My Dental

My Doctrine

My Education

My Family

My Finance

My Health Resources

My IPPS-A

My Legal

My Library

My MEB/PEB (My IDES Dashboard)

My Medical

My Medical Readiness

My MilPay

My Personnel

My Pet

My Reference

My Safety

My Security

My Training

My Transition

My Travel

My Travel Pay

My Vision

My Weather

Records in

le through

AKOstats

Deals page?

Vote View Results

Figure 4: AKO Home Page – Self Service Tab

You will now be in the My Education portal page and can enter the ALMS by clicking the ALMS logo or the text that says "Access the ALMS." The ALMS portlet is shown in Figure 5.

The Army Learning Management System (ALMS)



Access the ALMS
or click the logo above

IN ORDER TO USE THE ALMS, YOU MUST DISABLE THE POP-UP BLOCKER IN THE INTERNET BROWSER OPTIONS TAB.

ANNOUNCEMENTS

General Notice - The ALMS will be offline on the last Wednesday of each month for routine maintenance, typically from 7:00 pm Eastern time until 2:00 am Thursday. Please plan your work accordingly.

The ALMS, an integral component of the [Army Distributed Learning System \(DLS\)](#), and is the Army's automated system for individual training management. The ALMS delivers training developed by TRADOC and other proponents to Soldiers and DA Civilians, manages training information, provides training collaboration, scheduling, and career planning capabilities in both resident and non-resident training environments.

[ALMS Metrics](#)

[ALMS Compliant Development](#) for Courseware Developers

Logging into the ALMS [Demo](#)

[ALMS Change Request Form](#)
(Note this form is only for developmental changes within the system, not for technical support)

Using Internet Explorer 7:
DOD Security Certificates must be installed prior to using the ALMS for it to run properly. [CLICK HERE](#) to learn how to install this certificate.

Technical Assistance:
Submit a trouble ticket at the [Army Training Help Desk](#) or call 1-800-275-2872 or DSN 826-4745 (you may experience a wait due to high call volume).

Figure 5: ALMS portlet on My Education

Step: 4

Windows Security Alert Notification

If you are accessing the ALMS from other than a DLS Digital Training Facility (DTF) you may experience this Security Alert window. Click yes until it disappears.

Step: 5

Upon logging in, you will be directed to a brief ALMS tutorial to help get you started.

Note: The tutorial is a one-time mandatory requirement. After that initial viewing, you will be able to access the tutorial as a resource from a link on the homepage.

Upon completion of the tutorial, you will arrive at the ALMS homepage (as shown in Figure 6) and will be able to find/register/complete training.

The screenshot shows the ALMS homepage for a user named John Doe. The page layout includes a top navigation bar with the ALMS logo, user profile icons, a search bar, and utility links like 'Proxy Settings', 'Preferences', 'Calendar', and 'Log Out'. A left-hand navigation menu lists various options such as 'Home', 'Search', 'Compliance', 'In-Progress Learning', 'Assigned Learning', 'Completed Learning', 'Social Media', 'Courses or Certifications', 'Tasks and Gap Analysis', 'Reports', and 'Help'. The main content area features a 'Welcome' message, the user's name 'John Doe', and a profile picture. Below this, there are three primary sections: 'Assigned Learning', 'Completed Learning', and 'Compliance'. Each section contains a table of learning activities with columns for Name, Status, and Action.

Assigned Learning

Name	Status	Action
USACBRNS Basic Chemistry	In Progress	Launch
The Army Managers' Internal Control Program (MICP) - Managers Course	In Progress	Launch
Supervisor Safety Course	Assigned	

Completed Learning

Transcript
Detailed Training Record

In-Progress Learning Activities

Name	Assigned On	Actions
CBRN Basic Radiology Course - (Self-Development)	01/28/2016	View Details
Combating Trafficking in Persons General Awareness Course (CTIP)	01/08/2016	View Details
Sexual Harassment/Assault Response and Prevention Standing Strong Training	01/08/2016	Begin Registration

Compliance

Name	Status	Target Date	Action
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Figure 6: ALMS homepage

Please note that you cannot register for Army Training Resources and Requirements System/Civilian Human Resource Training Application System (ATRRS/CHRTAS) managed courses from the ALMS. For those courses, you must either request enrollment from your supporting unit training specialist, e.g. Structured Self-Development enrollments) or you may self-enroll in ATRRS for courses where permissible. You may registered for non-ATRRS-managed courses directly in the ALMS using the "Search" link on the ALMS homepage.