

Job Aid:
How to locate the TMDE Support
Coordinator Training Course within
Blackboard

Summary

The purpose of this job aid is to provide the user with a step-by-step guide on how to locate the TMDE Support Coordinator Training course within Blackboard and self-enroll. Locating and enrolling into this course can be completed in nine (9) simple steps, which are outlined and demonstrated in this job aid.



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1. Go to <https://ellc.learn.army.mil/> and click **CAC/PKI Login**. *Note: You will need to select the appropriate certificate and input your PIN in order to proceed.*

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EAMS-A Single Sign-On

Username

Password

Login CAC/PKI Login

Create Account (AKO)
Reset Password (AKO)

Need assistance? Please contact the

AESD ARMY ENTERPRISE SERVICE DESK
AESD-Worldwide 1-866-335-ARMY

(AESD portal account setup required)

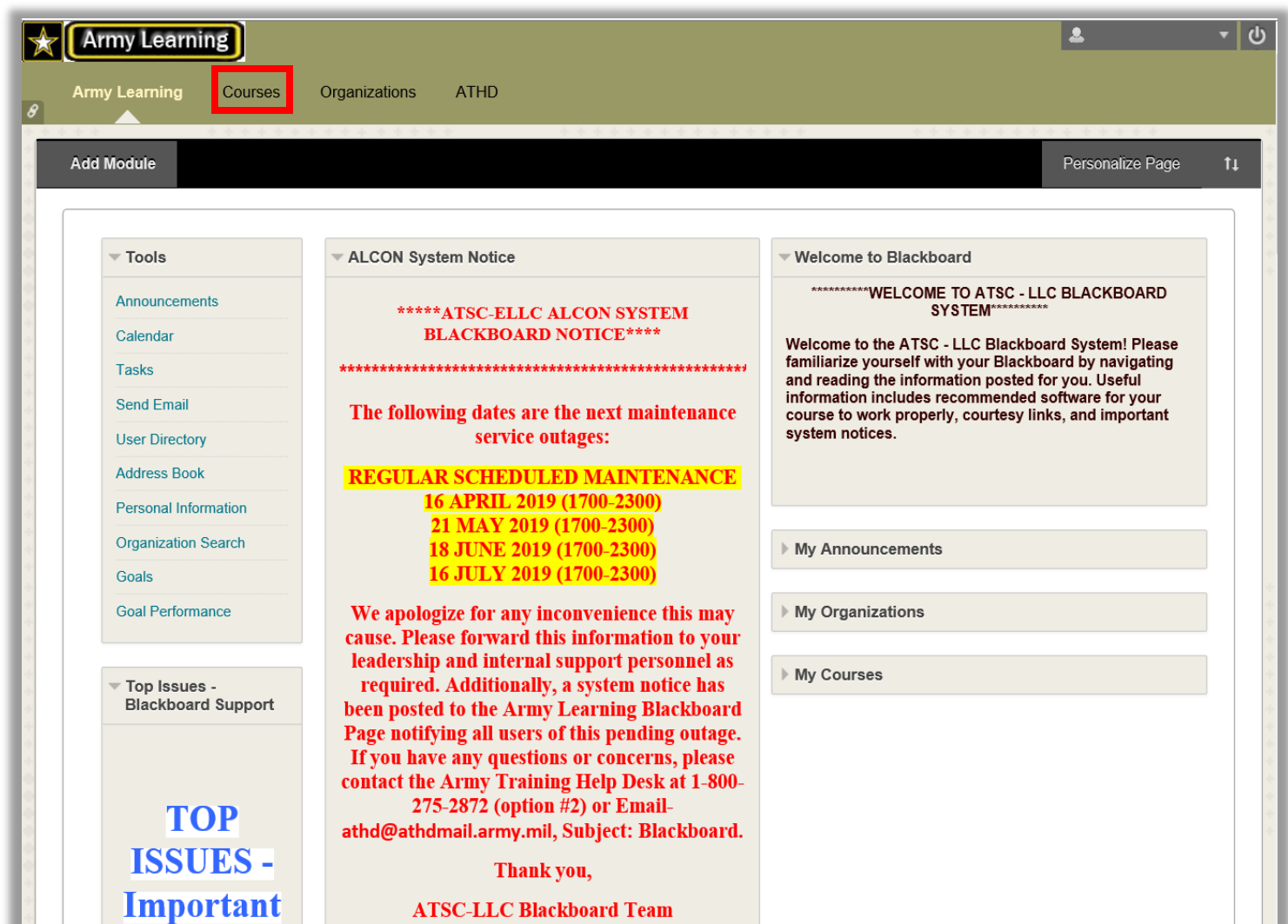
EAMS-A
Enterprise Access Management Service-Army



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2. Click on the **Courses** link.



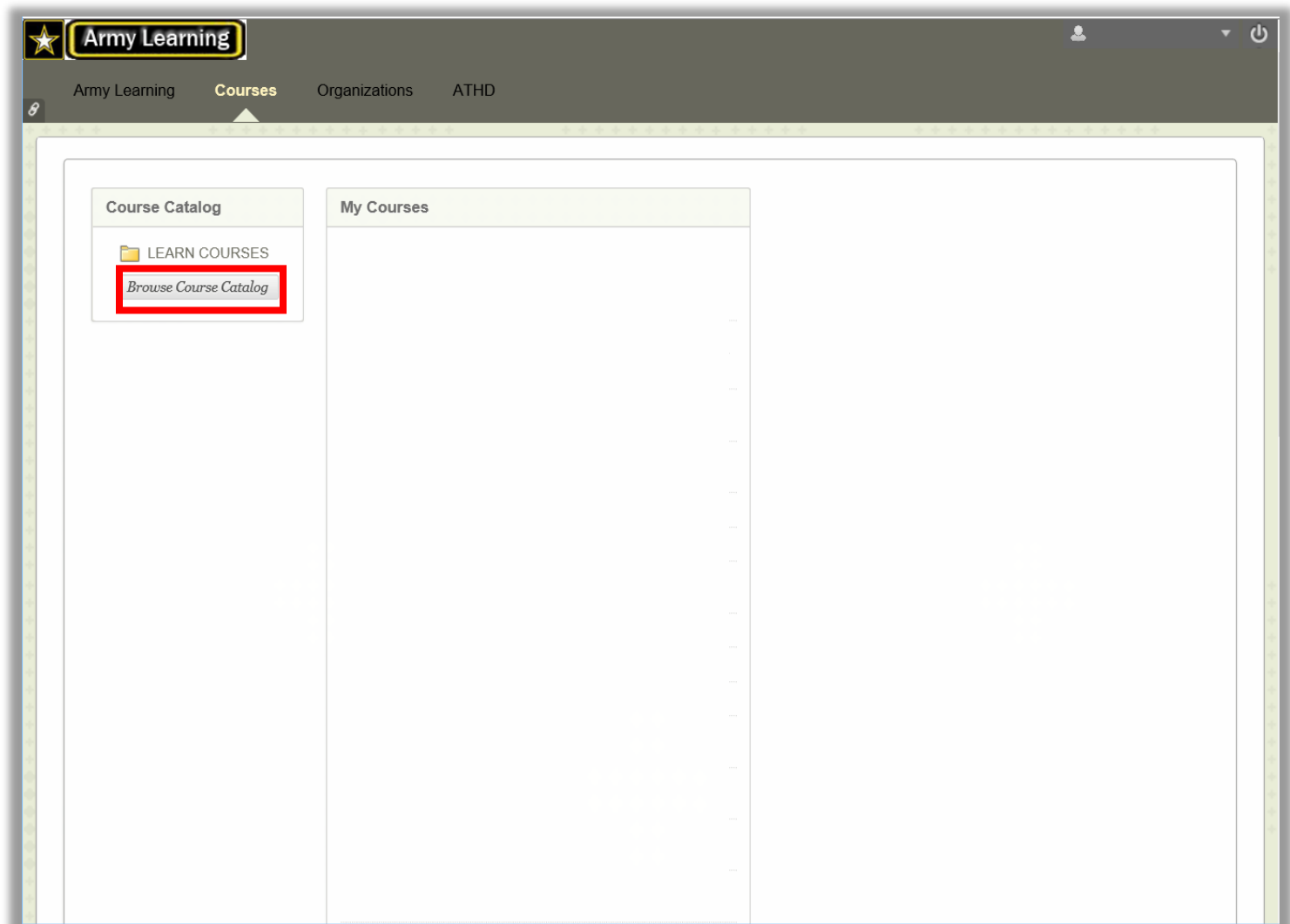
The screenshot displays the Army Learning Blackboard interface. At the top, the 'Army Learning' logo is on the left, and a navigation bar contains 'Army Learning', 'Courses' (highlighted with a red box), 'Organizations', and 'ATHD'. Below this is a 'Personalize Page' button. The main content area is divided into three columns. The left column contains a 'Tools' menu with links like 'Announcements', 'Calendar', 'Tasks', 'Send Email', 'User Directory', 'Address Book', 'Personal Information', 'Organization Search', 'Goals', and 'Goal Performance'. Below this is a 'Top Issues - Blackboard Support' section with a large blue and white graphic that reads 'TOP ISSUES - Important'. The middle column features an 'ALCON System Notice' section with a red header '****ATSC-ELLC ALCON SYSTEM BLACKBOARD NOTICE****', a red text block stating 'The following dates are the next maintenance service outages:', a yellow box containing 'REGULAR SCHEDULED MAINTENANCE' dates (16 APRIL 2019, 21 MAY 2019, 18 JUNE 2019, 16 JULY 2019), and a red text block apologizing for inconvenience and providing contact information for the Army Training Help Desk. The right column has a 'Welcome to Blackboard' section with a welcome message and three expandable sections: 'My Announcements', 'My Organizations', and 'My Courses'.



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3. Once the **Courses** screen has loaded, click on the **Browse Course Catalog** link.



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4. Once the Course Catalog loads, type in “*TMDE*” in the **Search Catalog** search area and click **Go**. *Note: Be sure that the search criteria that is selected is “Name” for the course and that the creation date is set to “Before” the day after your current date.*

Army Learning

Army Learning Courses Organizations ATHD

Course Catalog

Browse Course Catalog

Search Catalog Course Name Contains [] AND Creation Date Before 04/27/2019 Go

Browse Categories
Select a category to see only courses belonging to that category
--unspecified category-- Go

Browse Terms
Select a term to see only courses belonging to that term
--unspecified term-- Go



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5. Results from your search will populate. *Note: Instructors names for the course may vary.*

The screenshot shows the 'Army Learning' interface. At the top, there's a navigation bar with 'Army Learning', 'Courses', 'Organizations', and 'ATHD'. Below this is a 'Course Catalog' tab. The main section is titled 'Browse Course Catalog'. It features a search bar with the following criteria: 'Course Name' contains 'TMDE' AND 'Creation Date' is 'Before 04/27/2019'. Below the search bar are two sections: 'Browse Categories' and 'Browse Terms', both with dropdown menus set to '--unspecified category--' and '--unspecified term--' respectively, and 'Go' buttons. The search results are displayed in a table with four columns: 'Course ID', 'Course Name', 'Instructor Names', and 'Description'. Two results are shown: 1) '151_ASC-LOGSA_2018_016_01_N' for 'TMDE Support Coordinator Training' with a description 'The Test, Measurement and Diagnostic Equipment (TMDE) Course is open-enrollment.' 2) '091_198_94H30_C45_2015_01_N' for 'TMDE Maintenance Support Specialist Advanced Leaders Course (ALC)'. At the bottom right of the table, it says 'Displaying 1 to 2 of 2 items' with 'Show All' and 'Edit Paging...' buttons.

Course ID	Course Name	Instructor Names	Description
151_ASC-LOGSA_2018_016_01_N	TMDE Support Coordinator Training		The Test, Measurement and Diagnostic Equipment (TMDE) Course is open-enrollment.
091_198_94H30_C45_2015_01_N	TMDE Maintenance Support Specialist Advanced Leaders Course (ALC)		



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6. Hover over the applicable TMDE course ID. A drop down arrow will appear. Click on the arrow. Next, another display box will appear. Click on the **Enroll** link displayed in the box to enroll into the course.

The screenshot shows the 'Army Learning' interface. The 'Courses' tab is selected. The 'Browse Course Catalog' section includes search filters for 'Course Name', 'Contains', 'TMDE', and 'Creation Date'. Below this, there are sections for 'Browse Categories' and 'Browse Terms'. The main content area displays a table of courses. The first course, '151_ASC-LOGSA_2018_016_01_N', is highlighted in yellow. A red box highlights the 'Enroll' link in the 'Course ID' column of this row. The second course, 'TMDE Maintenance Support Specialist Advanced Leaders Course (ALC)', is also visible.

Course ID	Course Name	Instructor Names	Description
151_ASC-LOGSA_2018_016_01_N	TMDE Support Coordinator Training		The Test, Measurement and Diagnostic Equipment (TMDE) Course is open-enrollment.
	TMDE Maintenance Support Specialist Advanced Leaders Course (ALC)		

Displaying 1 to 2 of 2 items | Show All | Edit Paging...



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7. Once you have clicked Enroll, the “Self Enrollment” screen will appear with the information pertaining to the class displayed on the screen. Click **Submit**.

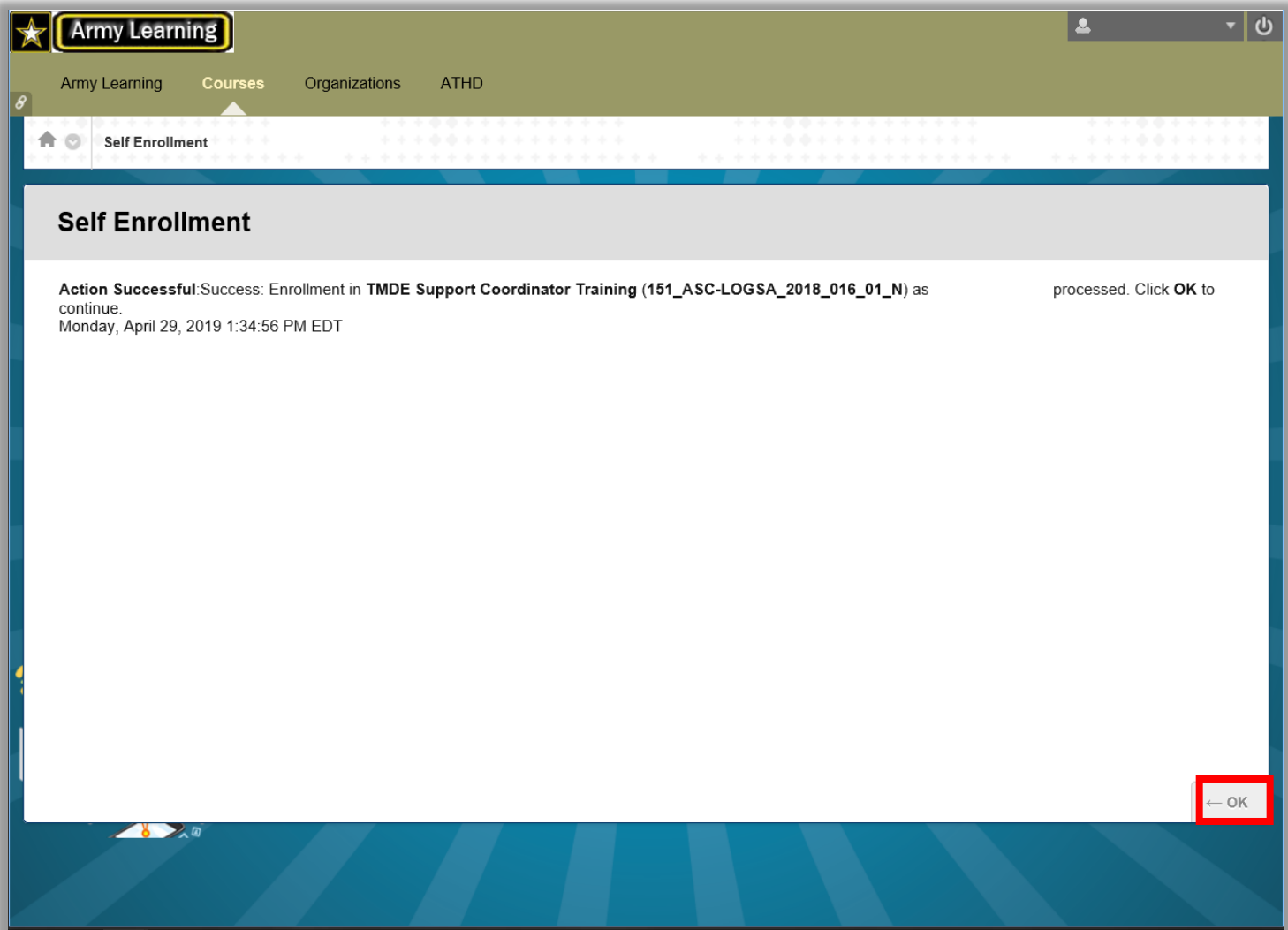
The screenshot shows the 'Self Enrollment' screen in the Army Learning system. The top navigation bar includes 'Army Learning', 'Courses', 'Organizations', and 'ATHD'. The 'Self Enrollment' page title is at the top left. On the right, there are 'Cancel' and 'Submit' buttons. The main content area displays the course title: 'ENROLL IN COURSE: TMDE SUPPORT COORDINATOR TRAINING (151_ASC-LOGSA_2018_016_01_N)'. Below this, the 'Instructor:' field is empty. The 'Description:' field contains the text: 'The Test, Measurement and Diagnostic Equipment (TMDE) Course is open-enrollment.' The 'Categories:' field contains the text: 'Education:Distance Learning'. At the bottom, a message reads: 'Click **Submit** to proceed. Click **Cancel** to go back.' There are 'Cancel' and 'Submit' buttons at the bottom right, with the 'Submit' button highlighted by a red rectangle.



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8. Once submitted, you will receive a success message confirming your enrollment. Click **Ok**.



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9. After successful enrollment, you will have full access to the course.

The screenshot displays the Army Learning portal interface. At the top, the 'Army Learning' logo is visible, along with navigation tabs for 'Army Learning', 'Courses', 'Organizations', and 'ATHD'. The 'Courses' tab is selected. Below the navigation bar, a 'Welcome' message is shown. On the left side, a sidebar menu lists 'TMDE Support Coordinator Training' with sub-links for 'Welcome', 'Announcements', 'Start Here:', 'Course Content', 'TMDE Questionnaire', and 'Contact Info'. The main content area features a 'Welcome' section with the title 'Materiel Readiness Training Division Mission'. It includes a shield logo with a red and blue design and a text box stating: 'The mission of MRTD is to provide globally responsive, strategic logistics capability and materiel readiness training to enable Army Logisticians to conduct the full range of military operations.' To the right of the text box is the 'ON THE LINE' logo. Below this, a 'Please Note' message states: 'The content in this training is being updated to reflect the current capabilities of the tool. Thank you for your patience.' The next section is titled 'Welcome to the TMDE Support Coordinator Training Course' and features a heading 'Test, Measurement and Diagnostic Equipment (TMDE)'. The text below reads: 'Welcome to the TMDE Support Coordinator Training Course. In this course, you will learn the features of TMDE, and by the end of the class understand the responsibility and authority for monitoring the command, installation, or unit TMDE management program.' It also states: 'This course is a rolling enrollment course and students will be able to take it as many times as needed.' and 'Expected time for completion is: 1 HR'. At the bottom, a line of text reads: 'Certificate of Completion will be issued on completion of the End of Course Survey.'



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