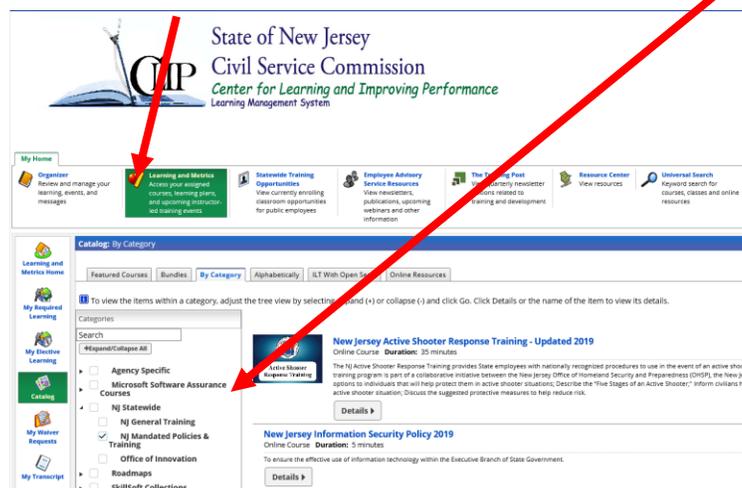


These instructions will provide you with access to the **State of New Jersey Domestic Violence Policy Training**. This training is accessible through the Civil Service Commission’s LMS eLearning platform. The LMS eLearning platform is a web-based software system that you will have temporary access for the completion of the training in compliance with the State of New Jersey Domestic Violence Policy.

If you currently have access to the LMS eLearning platform via your myNewJersey portal; please log in and access the training.

(Please note: If you don’t remember your myNewJersey logon ID and/or password, can also email the myNJ portal team for assistance at <https://www.state.nj.us/mynj/mailmynjs.html>)

1. Select Learning Metrics and Catalog; once catalog appears, select NJ Statewide, NJ Mandated Policies & Training:



2. Click on the name of the training _____ and then select **launch**.
3. **Print Certificate Instructions**
 - a) Log into your myNewJersey portal using the logon ID and password you created.
 - b) Locate and click on the **eLearning** link.
 - c) Click on the **Learning and Metrics** tab once the system opens.
 - d) Select **My Required Learning**
 - e) Click on the History tab and select the course name and the date for the certificate.
 - f) Click on Print Certificate

