

STEP 1: GO TO: <u>https://www.epathcampus.com/rhodeislandlearningcenter/login/index.html</u>

	Internet States	Welcome to the State of Rhode Island's Learning Center!	
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	Employee ID #		
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STEP 2: LOGIN

> Employee ID:

> Temporary Password:

(Your Employee ID) Welcome123

Nore	State of Rhode Island's Learning Center!		
	Please enter your employee ID number and password.		
Employee ID #:	Enter Your Employee ID		
Password:	Temporary Password: Welcome123		
	Forgot Your Password? Get Help LOGIN		

* You can obtain your Employee ID on Paystub RI.

STEP 3: CLICK ON "MY PROFILE" TO ADD CORRECT EMAIL ADDRESS. IF YOU DO NOT ADD YOUR EMAIL ADDRESS, YOU WILL NOT GET TRAINING REMINDERS FROM THE SYSTEM.

J F	COMMITTED TO LEARNING CENTER	
My Home My History te Catalog My Profile Logout	Harrer Name: Kathleen Sisson Edit Profile Change Password Preferred Contact Email:	aleg Account Help My Profile Log Out

Step 4: CLICK COURSE CATALOG



Step 5: CLICK VIEW CATALOG

Courses by Keywords		
Enter keywords separated by spaces, then search:		
Keywords		SEARCH COURSES
Any Word O All Words O Exact Phrase		
Learning Paths		
Select a learning path, then view course:		
All My Current Learning Paths 🔻		VIEW COURSES
Entire Catalog		M
/iew all courses in catalog:	 Classroom 	
Catalog Headings		
Select a catalog heading, then view course:		
Builder College 🔹	🗹 eLearning 🛛 🗹 Cla	view courses
Class Calendar		
		VIEW CALENDAR

Step 6: CLICK ON COURSE NAME

Department of Administration

Academies/Incentive Classes

- Customer Service Academy (Eligible for Incentive Credit)
- Manager Academy (Eligible for Incentive Credit)
- Coalition Building Academy (Eligible for Incentive Credit).

Co-Sponsored Incentive Eligible Courses

Organizational Psychology 101 (Eligible for Incentive Credit)

- Beginner Word (Eligible for Incentive Credit)
- Beginner PowerPoint (Eligible for Incentive Credit)

Surrent/Uncoming Workshop

Step 7: SCROLL TO BOTTOM OF PAGE AND CLICK ON LINK TO REGISTER



Step 8: METHOD OF PAYMENT

Review the course details for method of payment. Each class has the cost and payment details listed in the course description.

Step 9: SUBMIT CS365 FORM to Melissa Day at Melissa.Day@hr.ri.gov (for incentive credit)