2017 National PDI – San Diego

User Training Part B
DoD FM Certification Program

Office of the Under Secretary of Defense (Comptroller)

- **Login to and Navigate the FM LMS**

- **Am I Done?**

- **Certification Review Process**

- **FM Certification Resources**

- **Where to Find the Link to FM LMS**

- **Logging in**

- **Home Screen**

  - Home Tab

  - Check System

  - Learning Plan

  - Alerts

  - Catalog Search

  - Learning Status

Am I Done?

- **Certification Review Process**

  - Run Scorecard

  - Review Documentation

  - Pending Approvals Report

- **Request Certification Achievement**

  - E-signature (know your User ID and PIN)

Certification Review Process

- **Supervisor**

- **Approver Level 2 (A2) – if applicable**

- **Component Certification Authority (CCA)**

- **Quality Assurance (QA) – OUSD(C)**

- **Certification Approved/Denied**

  - **Receive email with details from FM LMS**

FM Certification Resources
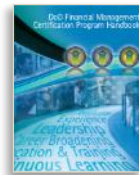## *available @FM Online or join us on LinkedIn*

Quarterly Newsletter
- FM Workforce Development Update
- FM Certification Update
- Lessons Learned
- Best Practices

DoD FM Certification Handbook
- Program background & overview
- Detailed requirement descriptions
- Checklist to get started

DoD FM Enterprise-wide Competencies
- Defines each of the 24 FM competencies and related proficiency levels

Requirements Datasheets
- Outline requirements for each level

FM myLearn
- E-catalog of FM courses aligned to FM and leadership competencies

Interactive Learning History Worksheet (iLHW)
- Organize your prior training using this cross-cutting online tool

DoD FM Certification User Guide
- Provides detailed information about available tools and step-by-step instructions for FM LMS tasks

Frequently Asked Questions
- Compilation of over 100 questions, organized by
- category

DAWIA/FM Certification LHWs
- Pre-populated w/ acquisition courses helping you focus

LinkedIn
- DoD Financial Management Certification Program Group
- Receive program updates and other important information