

Instructions for “Preceptor Training Access” for the Alaska WIC CPA and BFPC Training

Preceptor Training Access is for preceptors, WIC staff and others to view the WIC training programs without officially registering for the training programs as trainees. With this access you will be able to view training lessons and files/assignments but quizzes, tests and completion certificates have been removed. Please follow the steps below to access the trainings.

Step 1: Set-up a State of Alaska WIC Training System Account in the ARIES Training – Learning Management System

ARIES Training is located at <https://learn.dhss.alaska.gov/login/index.php>

Click on the link above or copy and paste it into your internet browser.

You will need to create a new account by selecting the link at the right of the page: Create new account

Home > Login to the site

Returning to this web site?

Login here using your username and password
(Cookies must be enabled in your browser) ?

Username

Password

Remember username

Forgotten your username or password?

Is this your first time here?

Welcome to the Department of Health & Social Services Learning Management System

For full access to courses you'll need to take a minute to create a new account for yourself on this site. In addition, each individual course will also have a one-time "enrollment key", which you can get from the agency providing the specific training you are interested in.

If you have problems logging onto the system, please contact the referring Division:

- Juvenile Justice carolynn.greene@alaska.gov
- Office of Children's Services debbie.mcdonald@alaska.gov
- Public Assistance dpatraining@alaska.gov
- Public Health colleen.mculty@alaska.gov
- Public Health Labs jessica.gould@alaska.gov
- Senior and Disabilities Services kara.thatcher-livingston
- Finance & Management Services edward.john@alaska.gov

Once you have selected Create new account you will be redirected to this page to enter your information:

Home > Login > New account

Choose your username and password

Username*

Password* Unmask

More details

Email address*

Email (again)*

First name*

Last name*

City/town*

Country*

reCAPTCHA ?

Enter the words above

[Get another CAPTCHA](#)

[Get an audio CAPTCHA](#)

More User Information

Referring Division*

Business Name*

The next page will walk you through filling out the requested information on this screen. After completing the requested information you will click on the “Create my new account button” at the bottom of the page.

Username – If you are a State of Alaska employee your username is your employee ID number;

All other users will use the first initial of your first name and your last name all in lower case
(for example: Jane Smith user name will be: jsmith)

Password Choose a password you will remember (you may click the Unmask box to see what you type for a password, otherwise the password will be masked and show ●●●● as you enter it)

Email Address Enter your work email address

Email (again) Reenter your email

First name Enter your first name

Last name Enter your last name

City/town Enter the name of the city where you work (i.e. Anchorage, Bethel, Nome....)

Country Leave this default setting at United States

reCAPTCHA Enter the letters & word you see above the picture

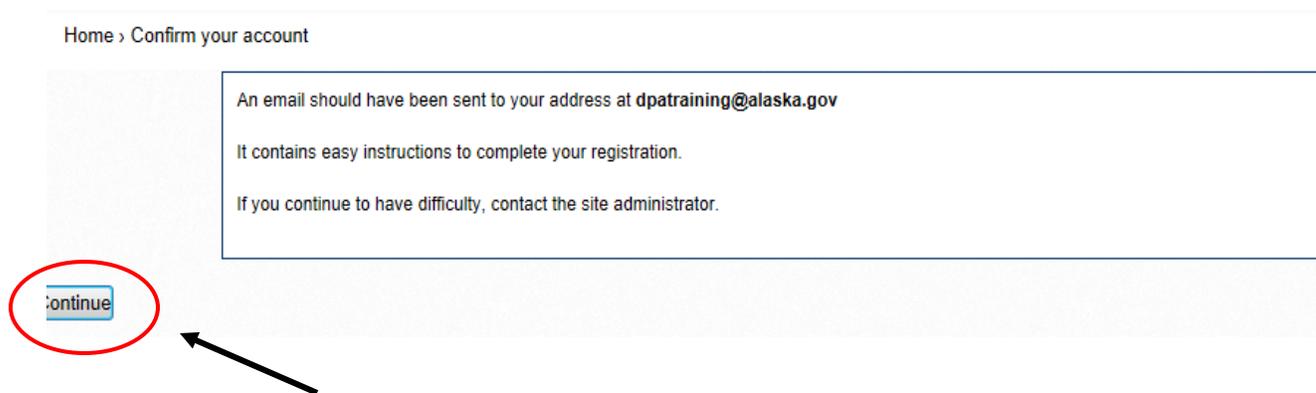
Referring

Division CHOOSE: ***Women, Infants & Children (WIC)***

Business

Name The local agency or business you are with

Click the “Create my new account button” – you will see the following message:



Click on the “Continue Button” in the lower left side of the screen.

You will then be sent a confirmation email with a link to confirm your registration.

Go to your email account that you used to set up the new training account and you should see an email from hsstraining.alaska.gov. Open the email and click on the link included in the email and you will be logged into the training system.

Step 2: Access the training courses.

- Log on to the training system with your username and password (if you do not have a training account set-up, you will need a separate set up instruction to complete this first).
- Click on “Women, Infant & Children (WIC)”

LEARNING MANAGEMENT SYSTEM

Home

Department Navigation

- Juvenile Justice
- Office of Children's Services
- Public Assistance
- Public Health
- Public Health – Labs
- Public Health – Nursing
- Women, Infant & Children (WIC)**

Courses currently available

- Civil Rights Training
- CLIA Waived Testing
- HIPAA Privacy and Security Training
- WIC CPA Training Program
- WIC Breastfeeding Peer Counseling Training Program

If you need assistance please contact:

- Office of Children's Services — Debbie McDonald
- Public Assistance — dpatraining@alaska.gov
- Public Health Labs — Jessica Gould
- Public Health Nursing — Colleen McNulty
- Women, Infant & Children (WIC) — dpatraining@alaska.gov

- Click on each of the courses that you would like to access under the Preceptor Training Access.

Division of Public Assistance WIC Training

WIC CPA Training Program

Registered Students Only

1. Getting Started with Alaska WIC
2. Nutrition Assessment
3. Maternal, Infant and Early Childhood Nutrition
4. Nutrition Education and Counseling
5. Breastfeeding Basics

Breastfeeding Peer Counseling Training Program

Registered Students Only

- Breastfeeding Peer Counseling Training: A Journey Together

Preceptor Training

1. Getting Started with Alaska WIC
2. Nutrition Assessment
3. Maternal, Infant and Early Childhood Nutrition
4. Nutrition Education and Counseling
5. Breastfeeding Basics
6. Breastfeeding Peer Counseling Training: A Journey Together

Once you have clicked on the course you would like to access you will receive a message on the next screen that states that you do not need a password to access the course. You will need to click on the “Enroll me in this course” button at the bottom of the page the first time you access each of the courses. Please remember that this is not the official training program only access to view the training program content.