



TMS  
2.0

VA

# User Job Aid

Navigate the VA TMS 2.0

## User Job Aid: Navigate the VA TMS 2.0

### Purpose

The purpose of this job aid is to help users identify and navigate all the updated links and areas in the VA TMS 2.0 system, including:

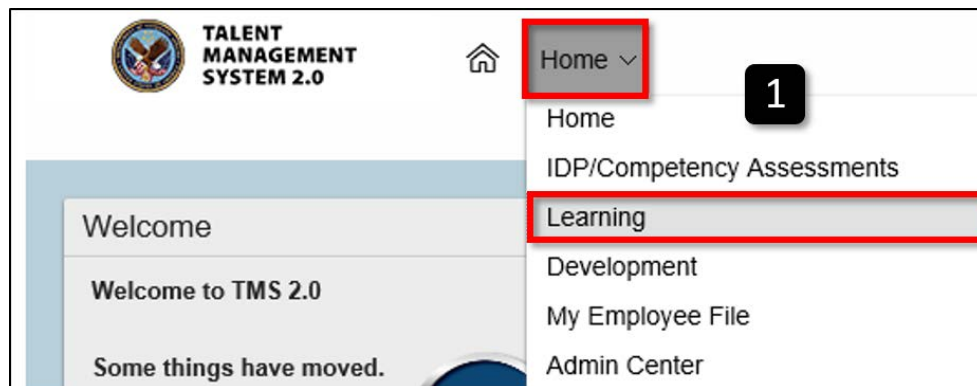
- My Learning link
- My Learning
- My History
- My Team link

In this job aid, you will learn how to:

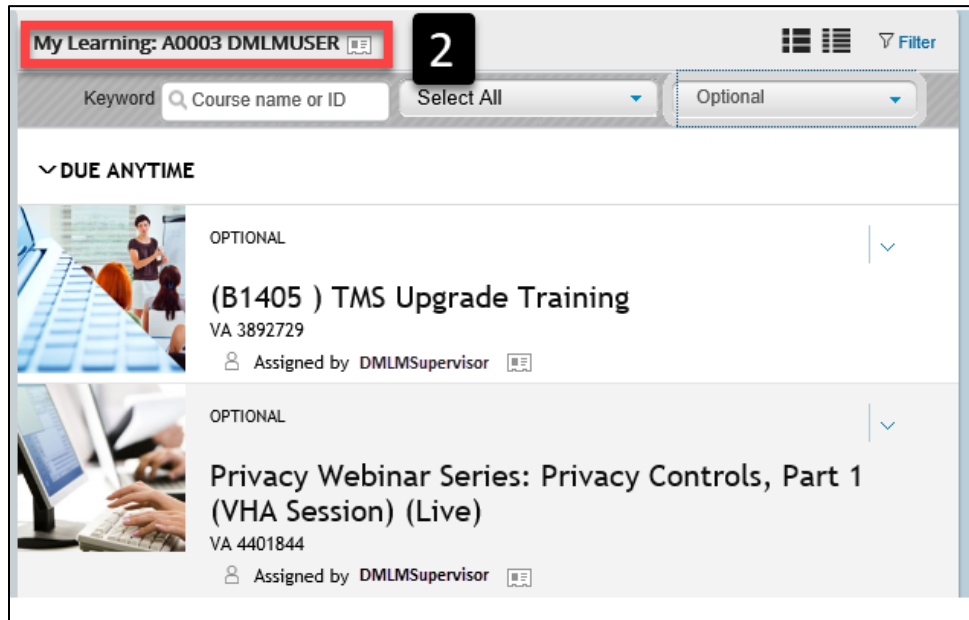
- Identify and Navigate all Updated VA TMS 2.0 tabs and areas

 Identify and Navigate All Updated VA TMS 2.0 Tabs and Areas

1. Log into TMS 2.0 (<https://www.tms.va.gov/SecureAuth35/>) and select **Learning** from the **Home** dropdown menu.

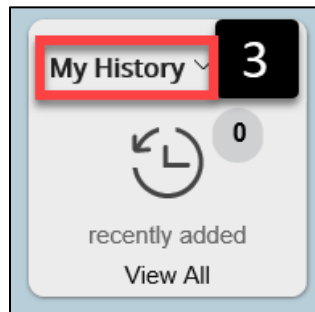


2. **My Learning** includes the **My Learning** section and all learning items assigned to you to be completed. In this area, **Overdue** items are always listed first and highlighted in red. Items **Due Later** are listed next, and items **Due Anytime** are posted last.

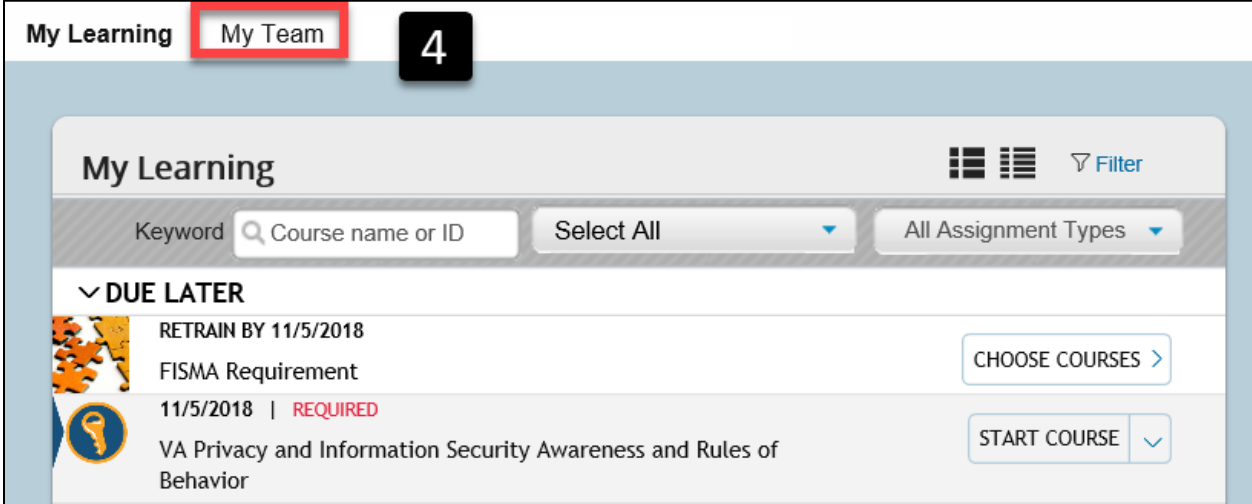


- The **History** section contains all learning events you have completed. In this section, you can view completed training events, record the completion of learning, and rate courses you have taken.



**NOTE: History** was previously called **Completed Work**.



4. Select the **My Team** link to access the Supervisor Home page that includes My Learning and statuses for your employees, as well as Supervisor Links.





My Learning **My Team** 4

**My Learning**   [Filter](#)

Keyword

▼ **DUE LATER**

	RETRAIN BY 11/5/2018 FISMA Requirement	<input type="button" value="CHOOSE COURSES &gt;"/>
	11/5/2018   <b>REQUIRED</b> VA Privacy and Information Security Awareness and Rules of Behavior	<input type="button" value="START COURSE"/> ▼