**WV DMAPS HOMELAND SECURITY TRAINING DATABASE**

The WV DMAPS Homeland Security Training Database consists of various types of specialized training programs funded through DHS/FEMA. All trainings posted on this database will be facilitated through the offices of the State Administrative Agency (SAA) and the Division of Homeland Security and Emergency Management (DHSEM). This tool was designed to streamline the registration and tracking process. In order to register for any Trainings, Conferences, Summits, or Exercises put on by WV DMAPS, **you must** register through the WV DMAPS training database. Below are instructions on how to create an account and register.

**DATABASE LINK:** [www.onlinelearning.wv.gov/dmapscm6](http://www.onlinelearning.wv.gov/dmapscm6)

Step 1: **Create New User**

Click on “**Create New User**”. You will be asked to fill in the necessary information to hold an account. The User creates his/her own User ID and Password. (You must list a physical address and email address so that certificates, notifications, and updates can be mailed.) Next, list your Jurisdiction, Discipline and Agency. If you do not see your jurisdiction, discipline or agency, click “**OTHER/NOT AVAILABLE**”. \*(Listed in alphabetical order)

Step 2: **Course Catalog**

Once you have completed the account setup process, you can click on “**Course Catalog**” and find the desired Trainings, Conferences, Summits, and Exercises. If you have found a Training, Conference, Summit, or Exercise that interests you, click on the “**Green** **Icon**”. A window will pop up asking if you would like to enroll. If you wish to register for the class, click on “**Enroll**”. At that point, an email will be sent to the address you provided confirming your enrollment.

**Notifications**:

The system is an email based system. I highly recommend that you read any email (Technology Learning Center) that is generated from the database. Notifications are sent if a class is cancelled, postponed, rescheduled or sends reminders if you have registered for a Training, Conference, Summit, or Exercise.

If you have any questions regarding the database, please call me anytime.

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WV HSSAA / DHSEM

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