

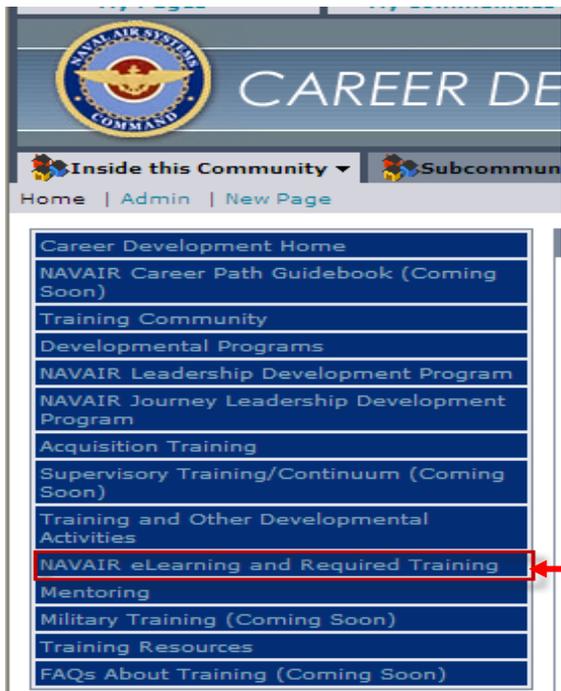


Cue Card: How to Register for the Science Technology Reinvention Laboratory (STRL) 101 Computer Based Training for Employees and Supervisors via the new e-Learning Tool on Career Development Community of Interest (COI)

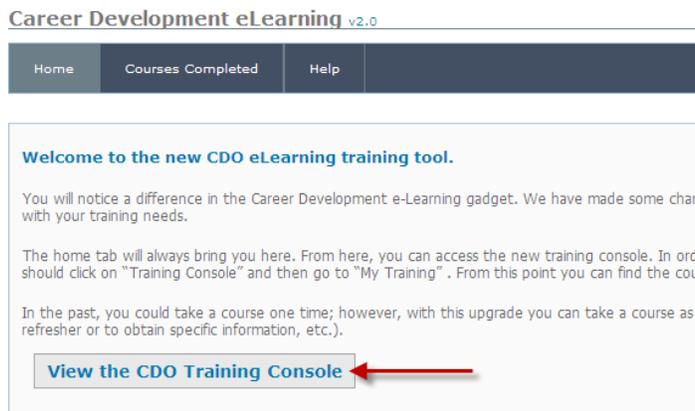
This NAVAIR cue card outlines step-by-step procedures on how to access the required Science Technology Reinvention Laboratory (STRL) 101 Computer Based Training (CBT) for Employees and Supervisors via the new Career Development e-Learning tool located on the myNAVAIR website.

Step by step instructions:

1. Log on to the Career Development Community of Interest (COI) page via Internet Explorer using the following URL.
https://mynavair.navair.navy.mil/portal/server.pt/community/career_development/766
2. Click on the “**NAVAIR eLearning and Required Training**” field displayed toward the bottom of the list on the left side of the page.



3. Next, select “**View the CDO Training Console**” (you may have to double click on the button)





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4. Ensure the "Training Catalog"  tab is selected.
5. Once displayed, on left side of page, click the **node**  icon to the left of the  Training Catalog folder to view all existing folders under the Training Catalog.
6. Click the  Mandatory folder.
7. Click on "STRL 101 for Employees and Supervisors" to access the Computer-Based Training.

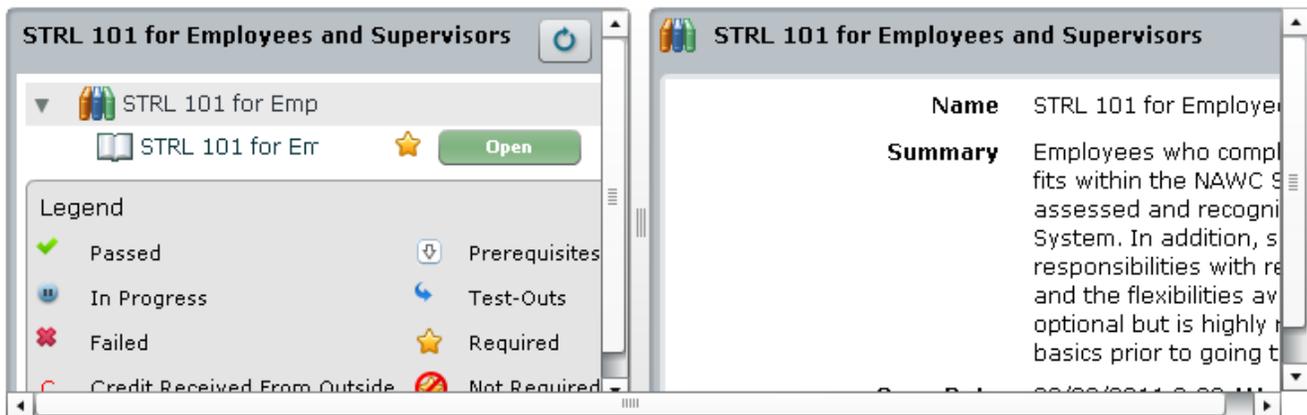
Training Catalog / Mandatory /				
Name	Type	Id	Opens	Closes
 2010 Annual Personally Identifiable Informati.	Curriculum	P...	03/31/2...	
 2010 Annual Security Refresher Training	Curriculum		11/18/2...	
 2010 Prevention of Harassment (POH)	Curriculum	2...	04/22/2...	
 2011 Annual Ethics Training	Curriculum		12/28/2...	
 2011 Suicide Prevention	Curriculum		01/13/2...	
 Annual Anti-Terrorism Force Protection (ATFP).	Curriculum	A...	02/26/2...	
 Combating Trafficking in Persons (CTIP) Awar.	Curriculum	C..	07/13/2...	
 DOD Information Assurance Awareness V9	Curriculum		01/13/2...	
 Privacy Act Stand Down Safeguarding Privacy.	Curriculum	E...	05/14/2...	
 Privacy Act Stand Down Safeguarding Privacy.	Curriculum	S...	05/14/2...	
 STRL 101 for Employees and Supervisors	Curriculum		02/08/2...	

8. A training window will open to the right of the  screen providing additional information such as the course summary and enrollment instructions.
9. Using the scroll bar to the right, scroll down and click the  button located at the bottom to enroll in the course.



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10. A pop-up window will appear stating the following:  **Enrollment Approved:** *Your request for enrollment has been approved. You can view the item from the site or from your Home Page.*
11. Click the  button.
12. Once enrolled in the desired course the  button is now replaced with  button. Click the  button.
13. In a separate window, the following screen will appear:



14. Click the   button to launch the required training.

NOTE: If unable to see either the “View” or “Open” buttons, you may need to either maximize your window and or click on the “drag to open”  icon in the middle/after the screens.