



Broward County has launched a new portal known as the Learning Center. All Non-County users without access to the County network can complete any required training using this portal.

Sign In—New User

1. Launch your Google Chrome Internet browser.
2. Type <https://pslm-ext.ps.browardemployee.org/> in the address bar.
3. Select the **Are you a new user? Register Now** link.
Result: You will be redirected to the **New User Registration** page.
4. Complete the required registration fields.
5. Select the **Register** button when you are finished entering all information.
Result: The **Employee Self Service** dashboard displays.
6. Go to **Complete Learning**.

Sign In—Existing User

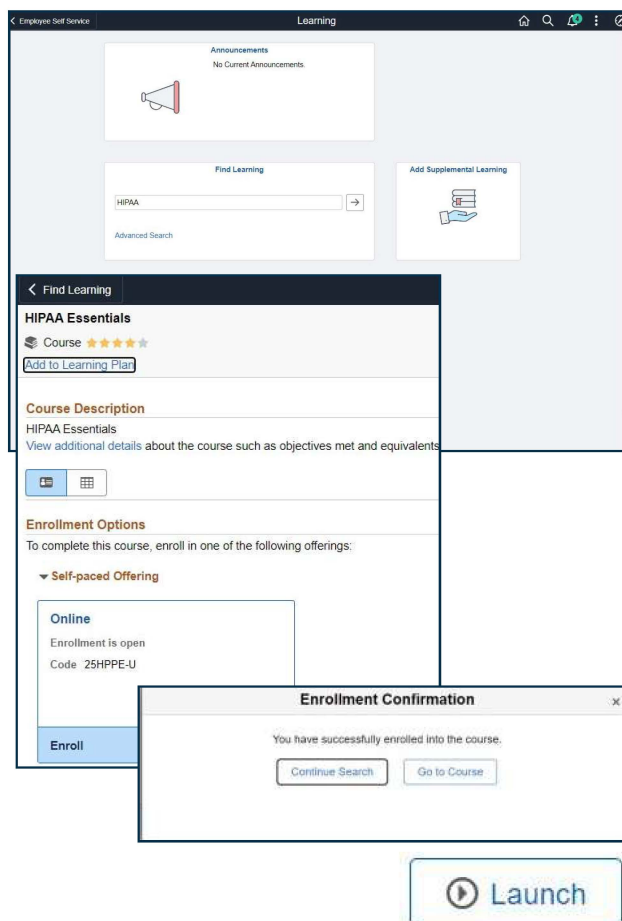
1. Launch your Google Chrome Internet browser.
2. Type <https://pslm-ext.ps.browardemployee.org/> in the address bar.
3. Enter your **User Name** and **Password**.
4. Select **Sign In**.
Note: If your credentials are not recognized by the system this message displays: **Your username and/or password are invalid**. Select **OK**. Follow instructions for **Forgot Your Password**.

Complete Learning

1. Select the **Learning** tile.
2. Enter a Search Keyword (e.g., HIPAA, Cyber), then select the **Find Learning** arrow.
3. Select the applicable learning from the Search results.
Result: The Course displays with the Description and Enrollment options.
4. Select **Enroll** to enroll in the class.
Result: The Enrollment Confirmation screen displays.

Note: If approval is required, allow 1 business day for your request to be reviewed and approved. You will receive another email with further instructions. If no approval is required, continue to Step 5.

5. Select **Go to Course**.
6. Select the **Launch** button in the bottom right corner of the screen to complete your learning.





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Sign In

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2. Type <https://pslm-ext.ps.browardemployee.org/> in the address bar.
3. Enter your **Active Directory** credentials (User Name and Password).
4. Select **Sign In**.
5. Go to **Complete Learning**.

Forgot Your Password

If you have forgotten your password, please contact your Broward County Liaison to reset your password.

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