



## **New Online Learning Management System Makes Training Registration a Breeze**

State Purchasing (SPD) is pleased to announce the availability of our Learning Management System (LMS). Get started by using a [virtual tour of LMS](#) or the [LMS User Guide](#).

The new LMS will allow you to log into the system, review training schedules, register for or cancel training courses, complete courses/tests online, and obtain reports on your training progress.

To sign into LMS, follow these simple steps:

1. Type this URL address into your web browser: <http://doas.rollbook.com>
2. Login using your email address. (If your first attempt is unsuccessful, try the first name.last name format).
3. Type in your password, which is your Employee ID number (without the preceding zeros). Once you sign on, the LMS displays the Welcome page.
4. The Welcome page displays a list of features available on the LMS and provides you with steps or a tour on how to complete the available features of the system.
5. If you do not want to see the Welcome page on your next login, click on "Don't Show This Again."

If you need additional assistance, send an email to [Training@doas.ga.gov](mailto:Training@doas.ga.gov) with your request.

You can also use the document attached to the video for more information about how to review training schedules and register for classes or courses.