

Department of Health & Social Services Learning Management System: www.hsstraining.alaska.gov

LOG INTO SYSTEM



The screenshot shows a login form titled "Log in". It includes fields for "Employee Number" (containing "275164") and "Password" (masked with dots). There is a "Remember?" checkbox which is checked, and a "Log in" button. Below the form, there is a link "Forgot Employee Number or password?" and a note "Cookies must be enabled in your browser. ?".

Employee Number, This is the same number used on your timesheet. If you do not know it:

1. The system will send it to you through the Forgotten Password process or locate in the [Employee White Pages, Advanced Search settings](#)

If you do not know your password. Look below for instruction.

1ST TIME STUDENT OR FORGOTTEN PASSWORD

1. Need a Password?



Click here to create or reset your password

[Login Instructions](#)

[How to login to the HIPAA course](#)

[Search for Employee Number \(type last name\)](#)

2. Search by Employee Number

Employee Number

Search

If you do not know employee number, use your email address. The system will email your employee number to you.

OR

Search by email address

Email address

Search

Type email address.

3.

Home > Log in > Forgotten password

Please click continue and check your email

Continue

On the next screen, click CONTINUE and check your email

4.

Department of Health & Social Services: Password reset request

hsstraining.alaska.gov <debbie.mcdonald@alaska.gov>
to me ▾
Hi student,
A password reset was requested for your account 'student1' at Department of Health & Social Services.
To confirm this request, and set a new password for your account, please go to the following web address:
https://hsstraining.alaska.gov/login/forgot_password.php?token=Tn4F5fLHI1h0HHAsbQRdvg7Dy70nmmPv
(This link is valid for 30 minutes from the time this reset was first requested)
If this password reset was not requested by you, no action is needed.
If you need help, please contact the site administrator,
hsstraining.alaska.gov
debbie.mcdonald@alaska.gov

Click the hyperlink within the email

5.

Set password

Employee Number student1

New password*

New password (again)*

Save changes

Cancel

Type in your new password.

Passwords must be 7 characters long and include:
1 uppercase, 1 lowercase, 1 number and 1 special character
(special character example: !@#\$\$%^&*)