

Log into learnDOJ using your PIV card/Single Sign on (SSO) or your email address.

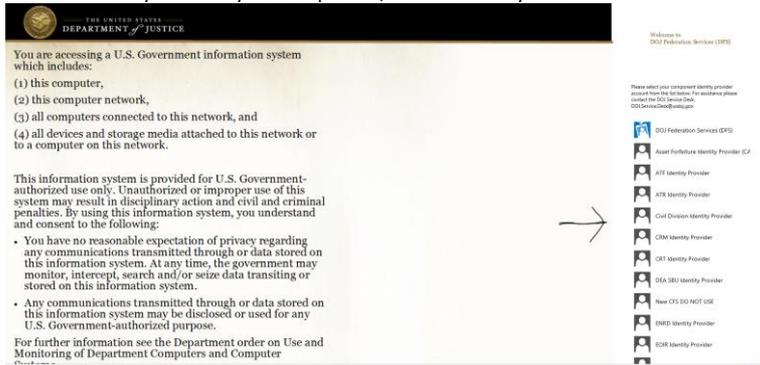
We will discuss DOJ Federation log in first: (you must be on the DOJ Network)

1. While logged into the DOJ Network select the link www.learnDOJ.gov

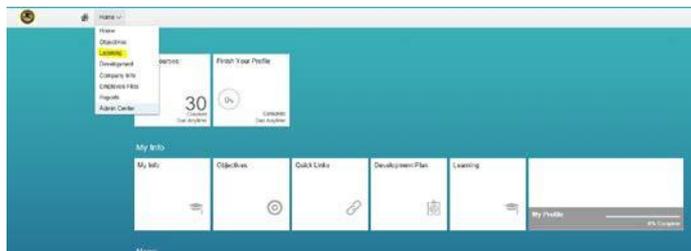


You will be presented with the DOJ Federation services web page.

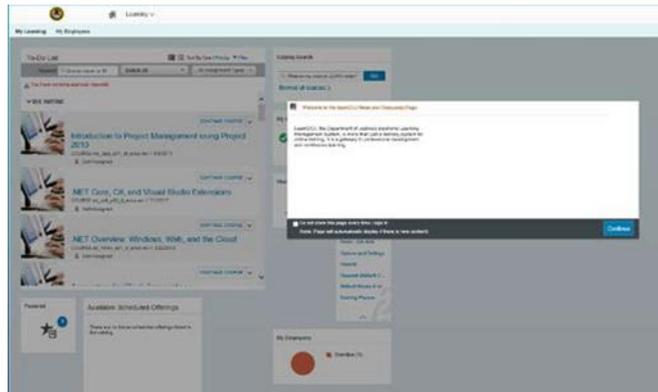
Please select your component as shown below.
Once you select your component, it will redirect you into the HCMS.



You are now entered into the Human Capital Management System (HCMS)
To access learnDOJ, select "Learning" in the upper left drop down menu under Home.



You have successfully navigated to learnDOJ!

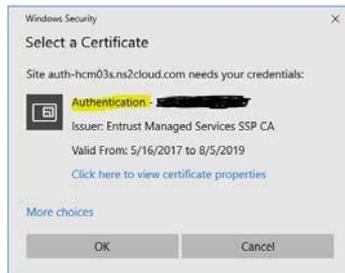


We will now discuss Login with PIV

On the home page of www.learnDOJ.gov select the "Login with PIV" Link as shown below.



Remember with PIV card inserted into your PC the next prompt will be to select your Authentication certificate:



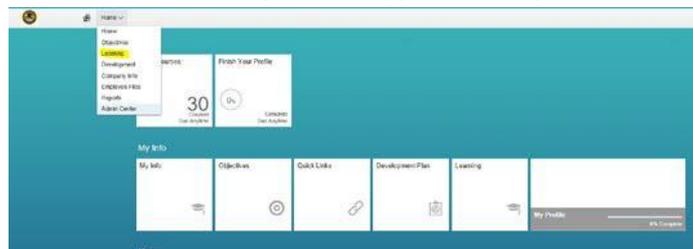
Note: you will want to select the "Authentication" certificate (JMD Users Only) followed by your Name then select "OK"

Certificates may be a little different depending what component you're associated with.

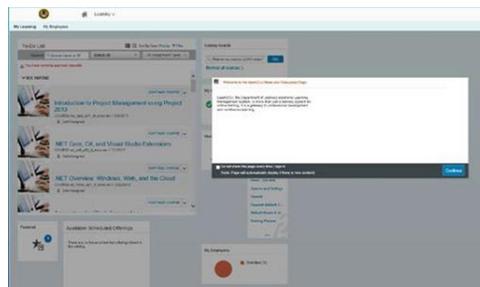
The next prompt will be for your PIV card PIN number.



You are now entered into the Human Capital Management System (HCMS)
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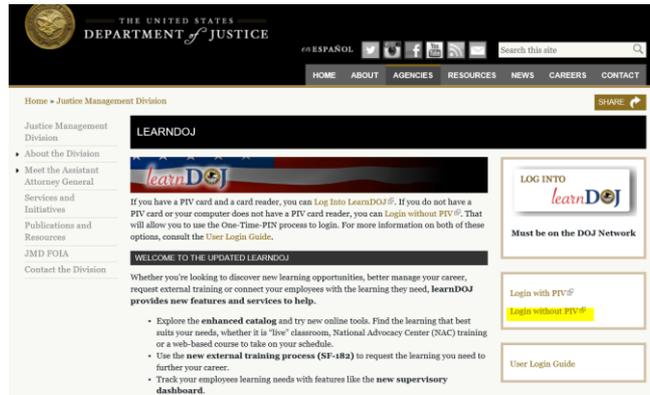


You have successfully logged into learnDOJ

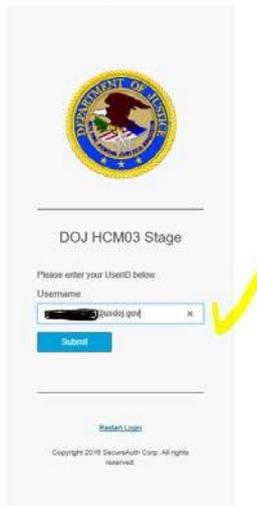


We will now go through the log-on without a PIV card process.

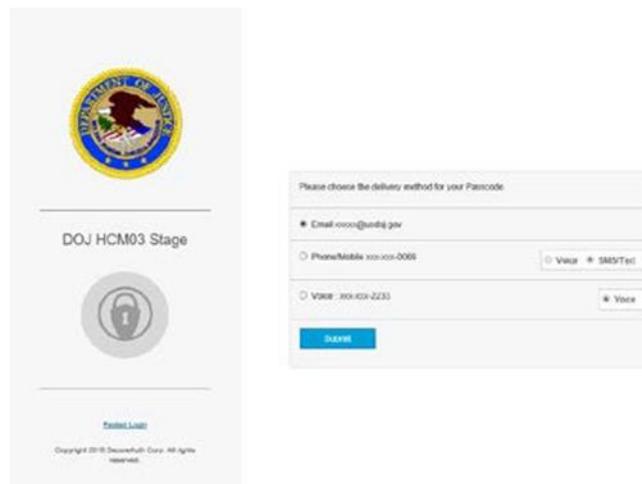
Go to www.learnDOJ.gov and select “Login without PIV”



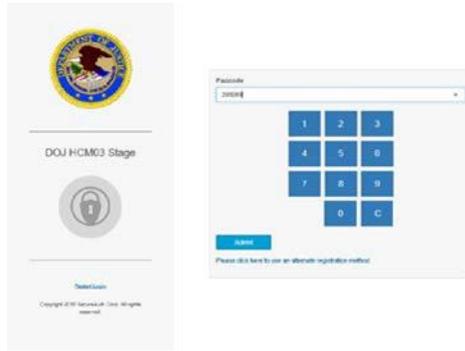
You are now presented to enter your DOJ email address then select “Submit”



You are now presented with three ways that you can receive your “One-time Passcode” Select one that is convenient to you and select “Submit”



You will be provide your passcode in the method you choose. Enter your passcode and select “Submit”



You are now taken to the Human Capital Management System. Select “learning” in the drop down to go to “LearnDOJ”

