



Knowledge Base Article - Registering for a Self Paced Course

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ConnectWise Trigger:

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Overview

The following document will walk a user through logging into the LMS as well as how to register for a **Self Paced** course.

Instructions

1. After receiving your credentials, log into the LMS via <https://cthmis.myabsorb.com/>



Login



Login below to see all your courses.

Username (Email Address)

Password

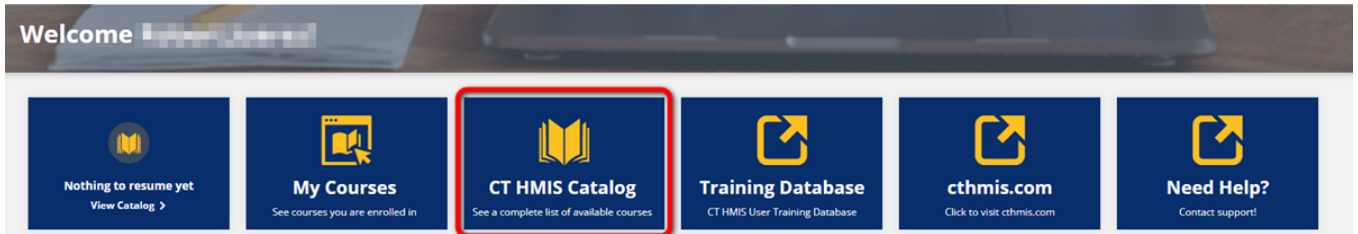
Login



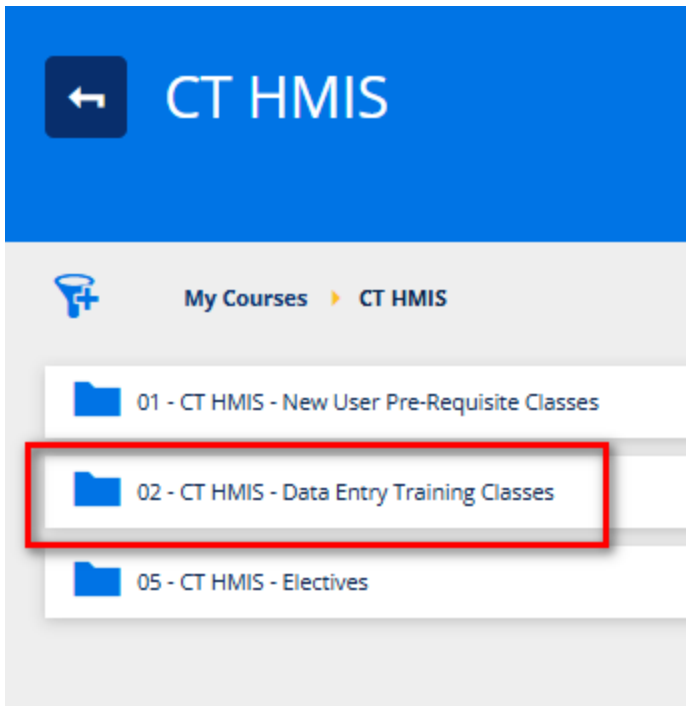
Keep me logged in

[Forgot Password?](#)

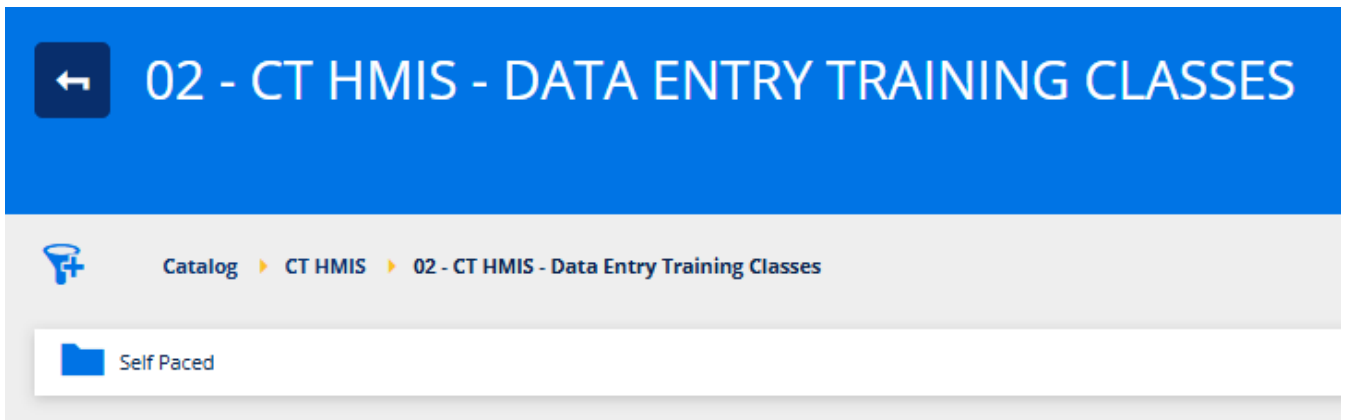
2. From your dashboard, click on the CT HMIS Catalog Tile.



3. Click on 02 - CT HMIS - Data Entry Training Classes



4. Click Self Paced



5. Click Enroll for the course you'd like to register for.



The screenshot shows a web interface for a course catalog. At the top, there is a breadcrumb trail: "Catalog > ... > CaseWorthy Access Training > Self Paced". Below this is a table with three columns: "Course Name", "Type", and "Rating". The table lists six courses. To the right of the table, a vertical column of buttons is shown, with a red box highlighting the "Enroll" buttons for the first five courses and the "Completed" button for the sixth course.

Course Name	Type	Rating
CT HMIS Homeless to Housing (H2H) Training	Online Course	★ ★ ★ ★ ★ (1)
CT HMIS View Only Access	Online Course	★ ★ ★ ★ ★ (1)
Hands on Hartford - Food Programs (FP) Training	Online Course	
Mercy Housing & Shelter - Food Pantry and Meals Program Training	Online Course	
My Sister's Place - For the Love of The Children	Online Course	
My Sister's Place - Housing Mobility Project Training	Online Course	

6. After clicking Enroll, you can click Start to begin.

