

Directions for Logging Into the ISU talent management system (TMS) - Completion of 2023 Respectful Workplace Training Quiz

1. Log into **MyISU**, and search for the "Talent Management System" card.
2. Click on "Access Talent Management System" on the card.
3. Log in using your ISU username and password.
4. In the left hand corner, under **Your Action Items**, the Respectful Workplace Training and Quiz will be listed. Click on the Quiz to complete it.
5. The system will mark you completed.

Thank you for completing the 2023 Respectful Workplace training!

If the assigned quiz is not shown on the "Your Action Items" section once you log into TMS:

1. Click on **Learning** (orange section at the top) and **Learner Home** will show below.
2. Click **Learner Home**. It will say *Hi (your name)! What would you like to learn today?* In the search bar, type in *2023 Respectful Workplace training*. This should load the training quiz to complete.
3. Google Chrome is the preferred browser to use. Historically, Internet Explorer and Firefox experience more issues launching the training. For assistance, please contact training@isu.edu.
4. Contact HR at training@isu.edu for assistance, questions, or concerns.