



Federal Radiological Monitoring and Assessment Center (FRMAC) Responder Web-Based Training Portal Access Instructions

The Nuclear Incident Response Program (NIRP) at Sandia National Laboratories (SNL), the DOE Consequence Management (CM) program, and the Federal Emergency Management Agency Nuclear Incident Response Team (FEMA-NIRT) invites you to access training material developed for responders under the Federal Radiological Monitoring and Assessment Center (FRMAC). This training material can be accessed for free through a MATRIX learning management system. We have partnered with the SNL Center for Global Security and Cooperation (CGSC) to host our training materials. This document will guide you through the process of registering for an account and accessing the courses available to you.

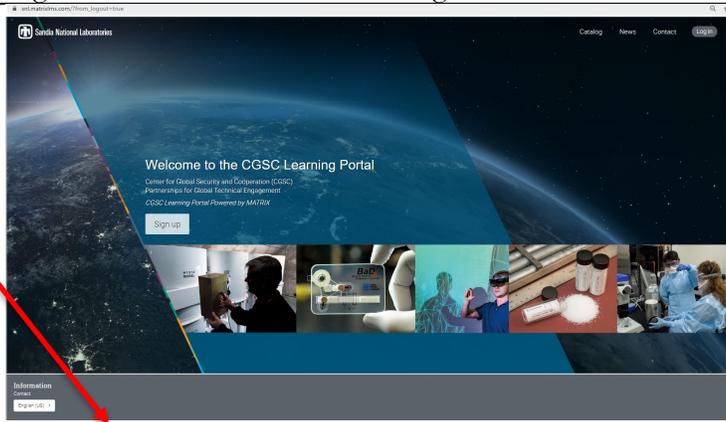
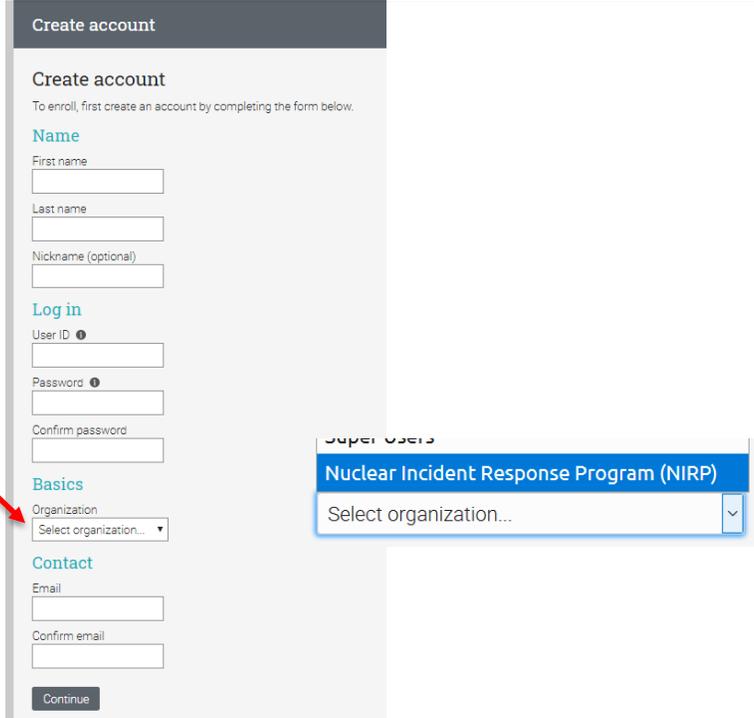
Course Catalog

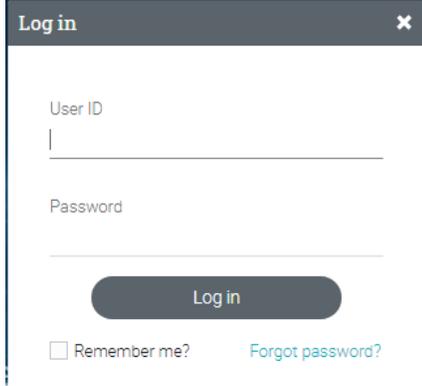
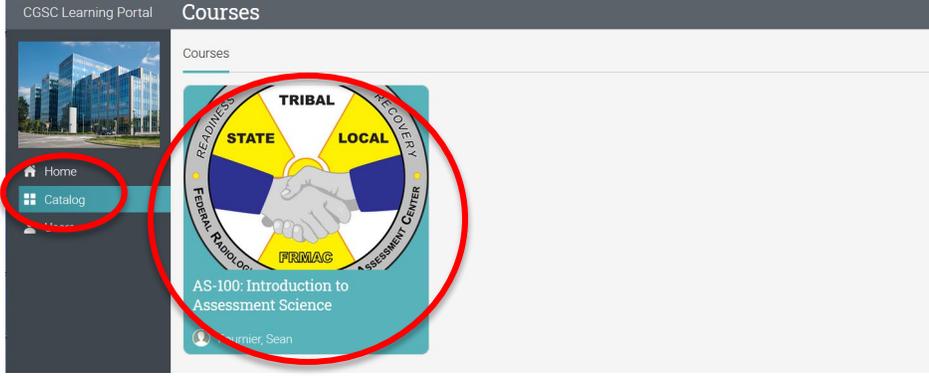
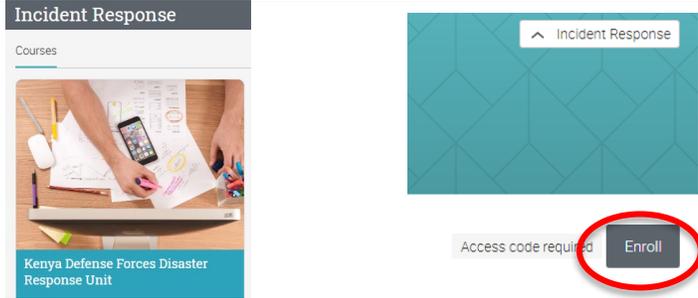
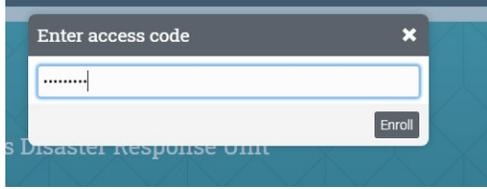
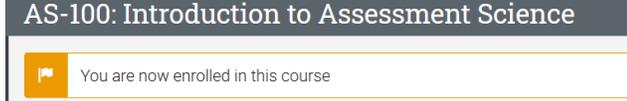
Course	HPS CEC Credit Hours	Registration Code
AS-100: Introduction to Assessment Science	24	PNNS-KDXC
Administration of KI	1	OMXL-NMBV
Analytical Action Level Calculator	1	HZAK-EWAX
LA-050: Supporting Laboratory Briefing	TBD	CMOT-EKHS
Gamma Spectroscopy Fundamentals	TBD	ERXF-ZREQ

Instructions for Access

- Enroll via the [SNL Center for Global Security and Cooperation Learning Portal](#)
 - **Quick Instructions: (detailed instructions with screencaps are below)**
 - Navigate to the CGSC Learning Portal at <https://snl.matrixlms.com/>
 - Click on Sign Up (middle of screen)
 - Create an account. Please select Nuclear Incident Response Program for your organization!
 - Click “Catalog” on the left navigation bar. Click on the course you are interested in taking.
 - Click on the Enroll button on the right of the screen
 - Enroll using the access code for the course found in the table above
 - *Navigation language may be changed by selecting a different language at the very bottom left of the CGSC Learning Portal Landing page or the bottom right of any page within the site.*

Detailed Instructions for Accessing Courses on the CGSC Learning Portal

<p>Link to the CGSC Learning Portal (www.snl.matrixlms.com)</p> <p>To change the language of navigation, click the language desired at the bottom left of the landing page.</p> <p>Note – only navigation changes. Not content.</p>	
<p>Click Sign up</p>	
<p>Create an account.</p> <p>Please enter your given (first) name and family (last) name.</p> <p>Choose a user ID that you can remember.</p> <p>Create a password you can remember – it must be at 8 or more characters, at least 1 digit/numeral, 1 capital letter and 1 symbol (!, @, #, \$, %, ^, &, or *).</p> <p>Select Nuclear Incident Response Program (NIRP) as your MATRIX organization – this is very important!!!</p> <p>Enter your email.</p> <p>You will be taken to the course series for which you enrolled.</p> <p><i>Save your user ID and password in a safe place for future log-ins – and remember the email address you used.</i></p>	

<p>If you are asked to log-in: Use the user ID and password you created for the account.</p> <p>If you've forgotten your password, click "Forgot password?" Enter the email address for your account for instructions on resetting your password.</p> <p>If you cannot gain access, please click Contact in the upper right corner of the portal and request assistance.</p>	
<p>Once logged in, you will be on the Nuclear Incident Response Program (NIRP) site. Click "Catalog" on the left navigation bar.</p> <p>Click on the course you are interested in viewing</p>	
<p>Once you are in the catalog click on Enroll (upper right side).</p>	
<p>Enter access code found in the course catalog on page 1 of this document and click Enroll.</p>	
<p>You will now be enrolled in the course.</p> <p>Click on the left navigation bar to explore options. Click directly on a module to gain access to the materials for that subject.</p>	

<p>To gain access to the course the next time you access the CGSC Learning Portal, click “Log in” at upper right when you visit snl.matrixlms.com</p>	<p>If you are enrolled in more than one course in the Portal, you’ll be taken to your dashboard showing each course. Click on the course you wish to take to gain access to the materials.</p>
<p>Get CEC credits</p>	<p>A message pop-up will give you the HPS CEC credits upon completion of the course.</p>