

Hello, and welcome to E-planning basics, account creation and E-planning navigation. Today we will discuss the steps required to create an E-planning user account as well as how to navigate the E-planning system. My name is Joseph Coleman, E-planning specialist, and I will be your instructor.

The objectives for this course are to create an E-planning user account, access and log in to the E-planning webtop application, and to navigate through E-planning. This course will demonstrate how to successfully create, log in, navigate, and log out of the E-planning system. This process is simple, and in moments you will understand the procedures required to accomplish these tasks. Your account login and password should mirror those of your BLM computer network user ID and password. That is to say, your E-planning user name and password should be identical to your BLM computer user name and password. Our first course will cover the account creation procedures.