

AOC MAGISTRATE WEBEX CJLEADS CLASS

DIT EDO Operations provides CJLEADS training.

There are several steps that need to happen for this to be successful, not only you, the User, but our office to conduct this class.

Provided are the steps that need to be taken:

1. The user's Chief District Judge or Supervisor will need to request CJLEADS access to be granted through the IDWEB Request system.

❖ An email stating access is granted does not mean you have access to CJLEADS.

Once access has been granted:

2. The user **must** log into the LMS system and complete CJLEADS Part 1. It must show completed on the transcript.

a. State Employees will access LMS through Fiori.

i. [Fiori Link](#)

ii. Select the **LMS & NCVIP** tab, click the box and then select **Submit** to log into the NC Learning Center.

iii. Once logged in, locate the Search Bar in the top right corner of the screen and type **CJLEADS Part 1**, press **Enter**.

iv. Select the course

3. After completion of CJLEADS Part 1, register for the **CJLEADS Part 2**

a. Class is from 9am-2:30pm

(Note: Full access to CJLEADS will be granted after completion of CJLEADS Part 2.)

Contact Information:

cjleadshelp@nc.gov will create a ticket with GDAC requesting help with LMS or log in issues

cjleadstraining@nc.gov for specific training questions

We look forward to having you in this first ever CJLEADS Conference Class.