

Using the Empire Knowledge Bank (EKB) and Skillsoft eBook and Video Portal

SLMS Code: **EKBSS_TMPL20150123135209420**

Discover a world of knowledge with the EKB and Skillsoft eBook and Video Portal. Access thousands of free digital books and online videos. Explore as many titles as you like using any internet-enabled electronic device in the Statewide Learning Management System (SLMS). To get started, you must follow the steps below.

How it Works

1. You must have an active Partnership Online Learning or EKB license BEFORE you can register for the EKB and Skillsoft eBook and Video Portal.
 - CSEA-represented NYS employees must have a Partnership Online Learning License. Search **P_OL_Program** in SLMS, and allow up to five business days for approval.
 - Management/Confidential NYS employees must have an agency EKB license.
2. Once you have an active license, search **EKBSS_TMPL20150123135209420** in SLMS. Select **Enroll** to add it to your learning.
3. Launch the platform to explore thousands of digital books and videos.

Login to SLMS

To get started, you must sign in to the Statewide Learning Management System.

Non-SUNY Employees

You will need to enter your SLMS username and password to sign in at nyslearn.ny.gov

SUNY Employees

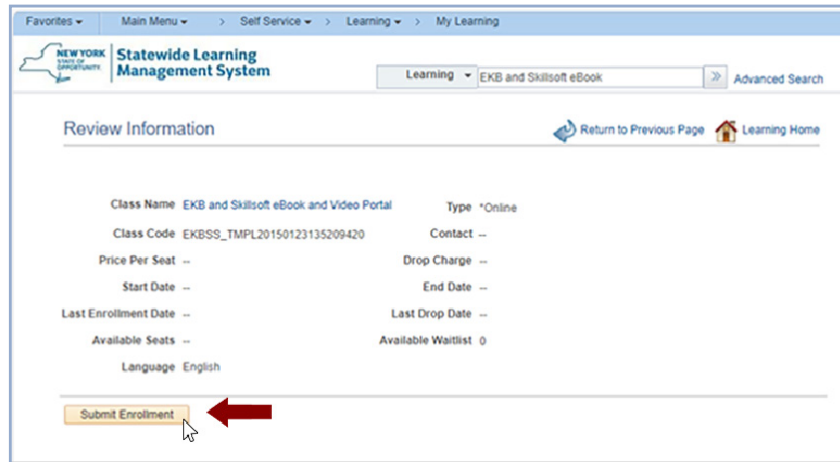
You will need to login to SLMS from the SUNY Secure Portal. You'll select your campus from the drop-down menu and then enter your login credentials. From there, you'll navigate to the E-Business Services tab, then SLMS-Statewide Learning Management System, then the SLMS link on the my.ny.gov page.

[SUNY Secure Portal Login](#)

Enroll

To start using the EKB and Skillsoft eBook and Video Portal, you'll need to enroll in it first.

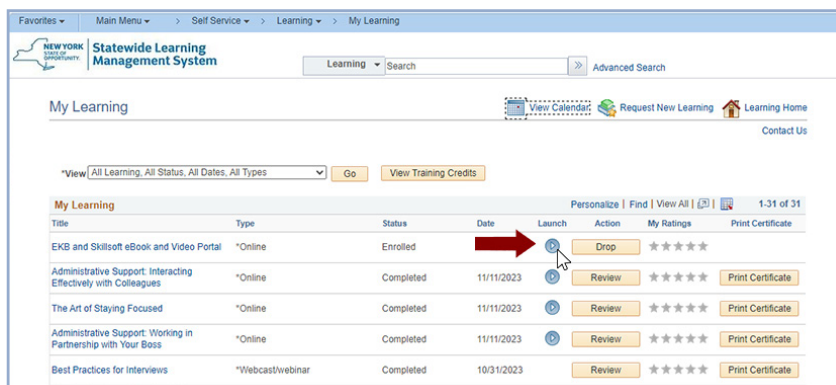
1. Select **Find Learning** in the Quick Links menu of SLMS or choose **Main Menu**, then **Self Service**, next **Learning**, and then select **Find Learning**.
2. Enter **EKB and Skillsoft eBook** in the **Search by Keyword** box, then select the **Search** button.
3. Select **Enroll** and then **Submit Enrollment**.



Launch

Immediately upon enrollment, you'll be able to launch the EKB and Skillsoft eBook and Video Portal.

1. Navigate to the **My Learning** link in the **Quick Links** menu of SLMS.
2. Locate the **EKB and Skillsoft eBook and Video Portal** item. If you have many items - select the **Column Headings**, to alphabetize your list to more easily find the activity. You may also have to select the **Show Next Row** arrow icon to move to the next page of items.
3. Select the **Launch** (blue arrow) button next to the **EKB and Skillsoft eBook and Video Portal** activity name.
4. Select the **Launch** or **Re-Launch** button to launch the activity.

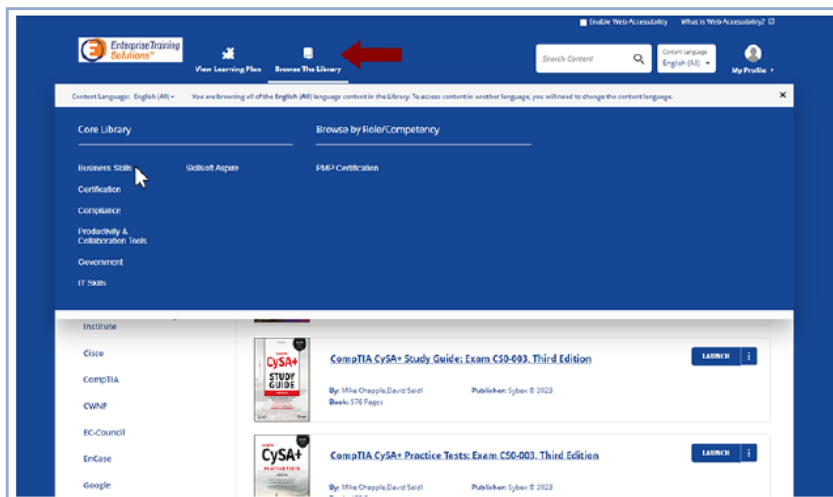


Explore

Now you're ready to explore all the titles available to you in the portal!

1. Navigate to the **Browse the Library** link in the upper portion of your screen.
2. Select from the list of **Core Library Topics** to see titles available for each category.
3. Toggle between the list of **Videos** and **Books** available at the top of the page. If you wish to review a list of videos, select the **Video** tab. If you wish to review a list of books, select the **Books** tab. Once you've found a title you'd like to explore, select the **Launch** button.
4. To search for a book/video by keyword/phrase, enter your word(s) in the **Search** box at the top of the screen and select the magnifying glass icon.
5. Once you've located a book/video you wish to view, select the icon, title, or the **Launch** button to open it.
6. Either select the **Play** button to start a video or select the desired item in the **Table of Contents** to begin reading a book.
7. When you are done, select the **Exit (X)** button on the page or close the viewing window.

Once you're done, exit the application using the **Logout** button. You may need to close one or more other windows to return to SLMS.



Need Help?

Email: OnlineLearningHelp@nyscsepartnership.org or

Call: (800) 253-4332

www.nyscsepartnership.org