



Learning Management System (LMS)

VacTrAK and its LMS are only available to enrolled Alaskan Health Practice Organizations and their users. Individuals looking for their personal vaccination records should go to [How to Get Alaska Vaccination Records](#).

Registration

1. Go to <https://alaskalms.stchealth.us/>



2. Click on Register Here in the top right corner.
3. Locate the role you've been assigned in VacTrAK and click 'Register'. Please select as accurately as possible, registration to the LMS does not affect your VacTrAK access.
 - Basic Access: View Only User access is for those users who only need to search for patients and run reports, but not input administered vaccinations.
 - Vaccine Provider: Edit User access is for users who search/add patients, run reports, and add vaccinations to patient records.
 - Vaccine Coordinator: This access is for Facility administrators, Inventory managers, and AVAP, VFC, or Covid providers.
4. Enter the requested account information.
5. Congratulations, you are now registered!

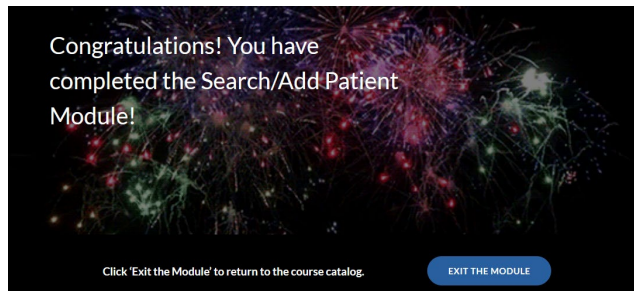


Navigating the LMS

- Home: Contact information and quick links.
- My Learning Dashboard: Listing of course progression and required training (if any).
- Courses: Courses can be sorted by Filter options, Role category, and/or searched for by title.
- Media Library: Includes additional links and resources related to vaccinations.

Completing Courses

1. Press the Explore this Course button under the course you are interested in.
2. It will bring you to a page with some basic information about the course and an outline of the content.
3. Press 'Start Course': Use Full-Screen mode for the best experience.
4. Quick Reference Guides (QRGs) & Video Walkthroughs are available within the lessons.
5. At the end of the training there will be a short quiz on the information provided in the training.



6. Some Vaccine Coordinator training may require turning in certificates. In those cases, certificates will be generated at the end of the training.

If you have any questions or concerns, please contact VacTrAK Support.