



Course Announcement: ICS-300: Intermediate ICS for Expanding Incidents

Course Name:

- ICS-300: Intermediate ICS for Expanding Incidents

Course Description

- This course provides training for personnel who require advanced application of the Incident Command System (ICS). This course expands upon information covered in the ICS 100 and ICS 200 courses.

Dates & Times

- Monday May 23rd 0800 – 1600
- Tuesday May 24th 0800 – 1600
- Wednesday May 25th 0800 – 1600

Location

- Prince William County EOC, 3 County Complex Court, Woodbridge, VA 22192

Registration Process

- Registration is available in the Commonwealth of Virginia Learning Center (COVLC). Instructions for registration are below.



Commonwealth of Virginia Learning Center (COVLC): Registering for an Account/ Enrolling in a Course

Registering for a COVLC Account

Virginia Learning Center Link: <https://covlc.virginia.gov>

1. On the login page click the "Need Account" button.
2. Choose VDEM-external from the dropdown list.

Non-State Registration

This functionality is intended for registration of Non-State employees ONLY.

Non-State Employees: If you are a non-state employee that has registered before but require access to a different domain, please do not use this functionality, contact your domain administrator. If you are a Non-State employees registering for the first-time, please continue.

State Employees: If you are an employee of the Commonwealth of Virginia, please do not register. An account should have already been created for you. On the Login page, enter your State Employee ID as your Login ID. Or if you do not know your Login ID, please select the **Forgot Login ID** link to retrieve your Login ID and then select the **Forgot password** link to retrieve your password. A password will be emailed to you. If you need additional assistance, please contact your agency/domain administrator.

To confirm that you are entering the site for the first time as a Non-State Employee, select the domain that you are registering for and select the Ok button.

VDEM_Ext - Va Dept of Emergency Management Non-state Employee

To exit out of the registration process, select the Cancel button.

Cancel OK

3. Fill in all the required text boxes and drop downs.
 - a. For Organization, search "emergency" and select "Dept of Emergency Management (VDEM) – External"

Create New Account

Or create manually

*Login ID
TJones2709

*Password

*First Name

*Gender
☐ Male
☐ Female

*Organization

*Time Zone
(GMT-05:00) Eastern Time (US and Canada)

*Region
English (United States)

*# of Records (per page)
100

Select Organizations

Select an item from search results, then select Save.

Find Organization
emergency

Search Type
All words

Search

Organizations Path

☒ Dept of Emergency Management (VDEM) - External Dept of Emergency Management - P (127) > Dept of Emergency Management (127)

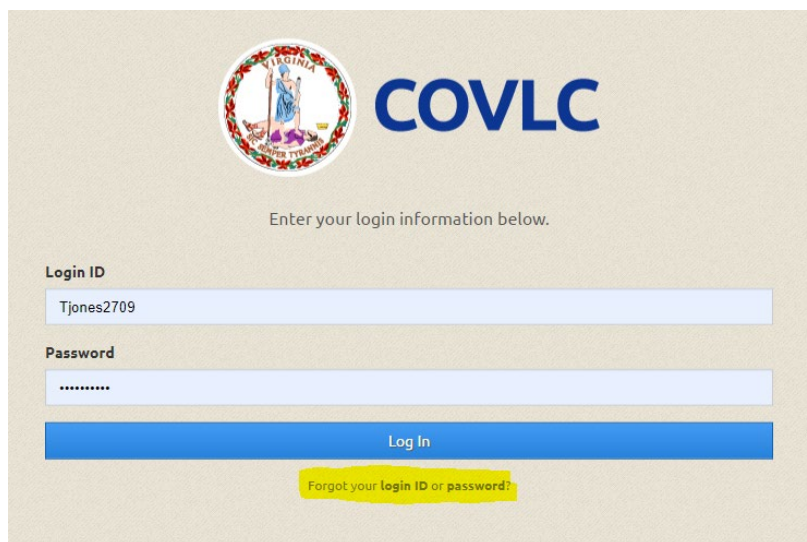
Cancel Save



4. The account will need to be approved by the Help Desk. The approval process may take several days.

Forgot Login ID or Password

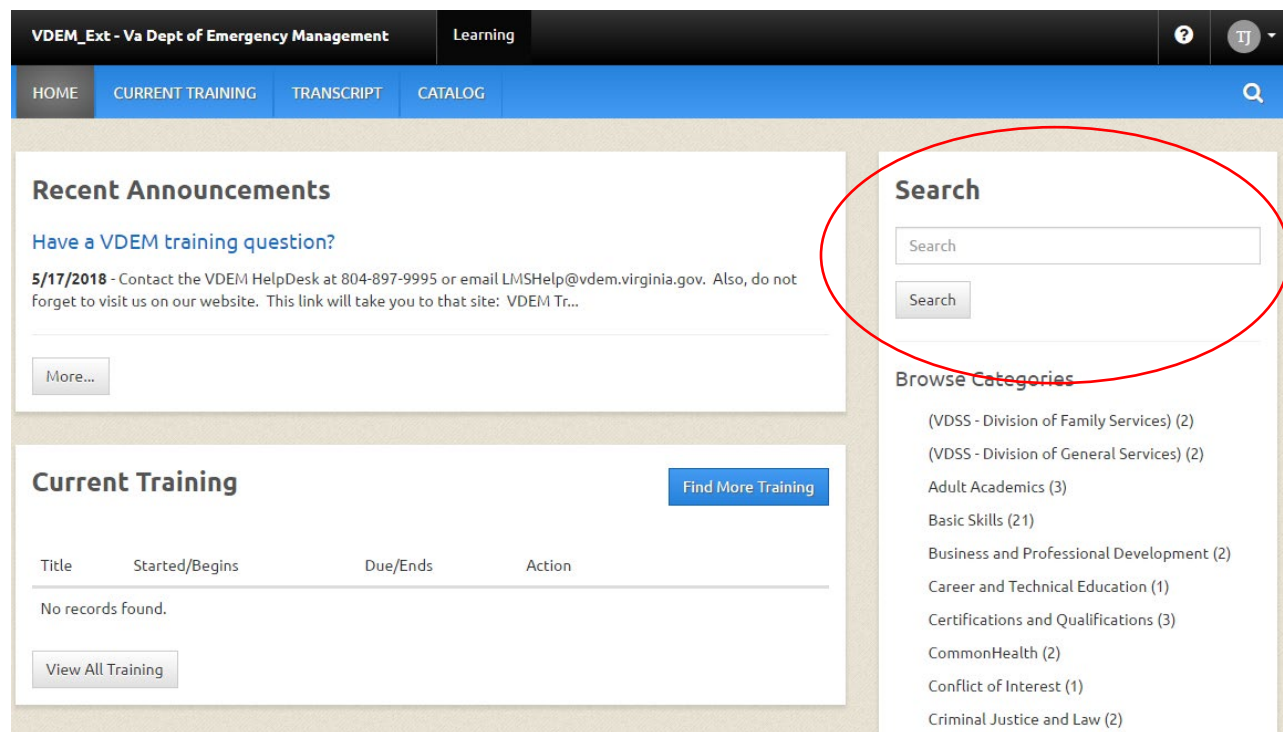
If you have an existing COVLC account but have forgotten the Login ID or Password, those can be retrieved or reset using the “Forgot your login ID or password?” link on the login page.



The image shows the COVLC login page. At the top is the Virginia state seal and the text "COVLC". Below this is the instruction "Enter your login information below." There are two input fields: "Login ID" with the text "Tjones2709" and "Password" with masked characters "*****". A blue "Log In" button is below the password field. At the bottom, there is a yellow button labeled "Forgot your login ID or password?"

Enrolling in a Course

1. Once logged in, the search box is located on the right side of the home screen.



The image is a screenshot of the VDEM Learning portal. The top navigation bar includes "VDEM_Ext - Va Dept of Emergency Management" and "Learning". Below this is a blue navigation bar with links: "HOME", "CURRENT TRAINING", "TRANSCRIPT", and "CATALOG". The main content area is divided into three sections. On the left, "Recent Announcements" features a link "Have a VDEM training question?" and a notice dated 5/17/2018. Below this is a "More..." button. In the center, "Current Training" shows a table with columns "Title", "Started/Begins", "Due/Ends", and "Action". The table is empty, displaying "No records found." and a "View All Training" button. On the right, a "Search" box is highlighted with a red circle, containing a search input field and a "Search" button. Below the search box is a "Browse Categories" list with various training categories and their counts.

Title	Started/Begins	Due/Ends	Action
No records found.			

View All Training

Search

Search

Search

Browse Categories

- (VDSS - Division of Family Services) (2)
- (VDSS - Division of General Services) (2)
- Adult Academics (3)
- Basic Skills (21)
- Business and Professional Development (2)
- Career and Technical Education (1)
- Certifications and Qualifications (3)
- CommonHealth (2)
- Conflict of Interest (1)
- Criminal Justice and Law (2)



2. Type in the course title or number (i.e., ICS 300, 290, HSEEP) and click search. On the results page click the title of the course you want to register for.
3. The next page will show a synopsis of the course and a list of course offerings by date. Use the Enroll button next to the date and location to register for the course.

+ 1/3/2022 - 1/4/2022 Rockingham / Symons In-Person 1 events in VDEM - Port Road Fire Station - Training Room, VDEM - Port Road Fire Station (Harrisonburg, VA) locations Instructors: ROBERT SYMONS	Open for enrollment 10 seats left	Enroll
+ 1/11/2022 - 1/12/2022 Radford University In-Person 1 events in VDEM Radford University Kyle Hall, VDEM Radford University (Radford, VA) locations	Open for enrollment 10 seats left	Enroll
+ 1/11/2022 - 1/12/2022 Norfolk Airport In-Person	Open for enrollment 8 seats left	Enroll
+ 1/18/2022 - 1/19/2022 Prince William / Mason (Invitation Only) In-Person 1 events in VDEM - Central Police Station - Hall of Heroes, VDEM - Central District Police - Hall of Heroes (Woodbridge, VA) locations Instructors: Chad Mason	Open for enrollment 18 seats left	Enroll
+ 1/20/2022 - 1/21/2022 Prince William / Mason (Invitation Only) In-Person 1 events in VDEM - Central Police Station - Hall of Heroes, VDEM - Central District Police - Hall of Heroes (Woodbridge, VA) locations Instructors: Chad Mason	Open for enrollment 27 seats left	Enroll
+ 2/15/2022 - 2/16/2022 Fairfax / TBD In-Person 1 events in VDEM MPSTOC Rooms 2104/2106, VDEM McConnell Public Safety Operations Center (Fairfax, VA) locations	Open for enrollment 21 seats left	Enroll