



How to Access the 2021-2022 Alamo Information Security Awareness Training in Alamo Talent

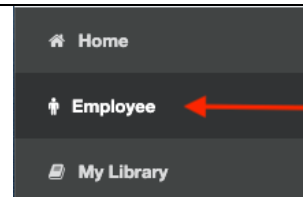
1. You received an email from “**dst-AlamoTalent**” informing you that you have been assigned the new 2021-2022 “**Alamo Information Security Awareness**” training.

See image of the email.

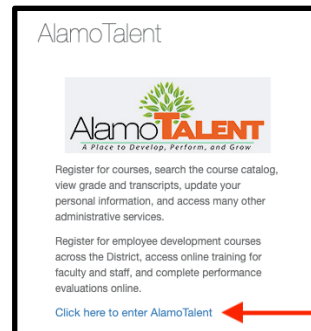
You will need to login to “**ACES**” and complete the training. See the steps below.

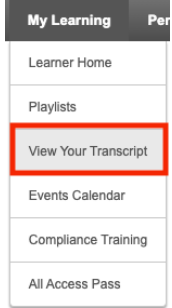
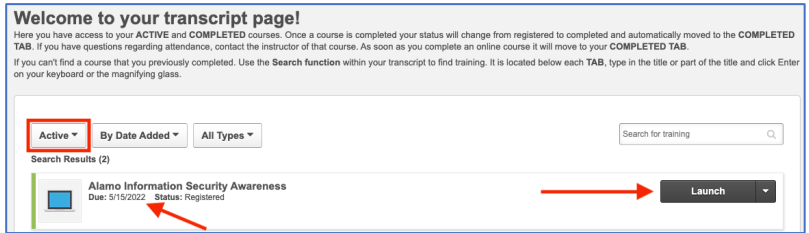
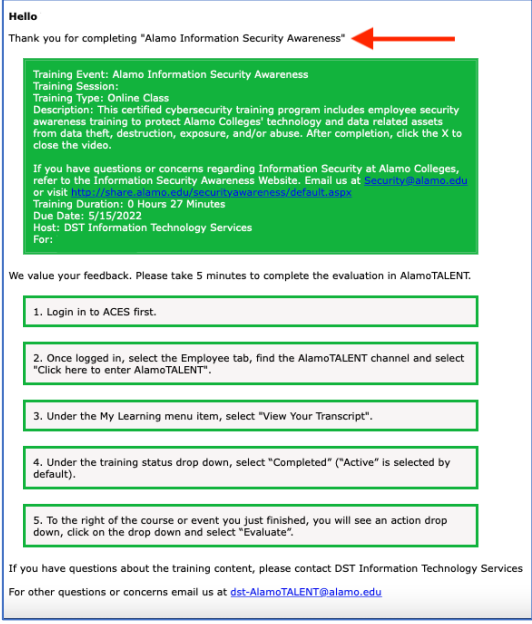
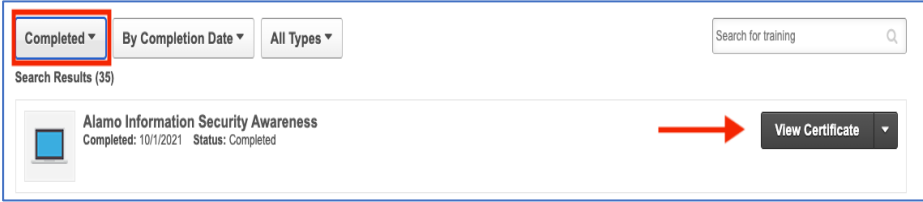


2. Login to “**ACES**” and click the “**Employee**” tab



3. Click on the “**Alamo Talent**” card



<p>4. Click on the “My Learning” tab and choose “View Your Transcript”.</p>	
<p>5. Under the “Active” tab “Alamo Information Security Awareness” training will be listed. Note the due date. Next click “Launch” to start the training.</p>	
<p>6. Once you have completed the training you will receive an email stating that you have completed the “Alamo Information Security Awareness” training. Keep this email for your records.</p>	
<p>7. You can locate your certificate in transcript under the “Complete” tab</p>	

Congratulations! You're done!
 You have just successfully completed your Alamo information Security Awareness training. If you need further assistance, call the Instructional Innovation Center at 210-486-0712 or email sac-iic@alamo.edu