



Create a Security Question and Answer

Objectives

By the end of this tutorial, you should be able to do the following:

- create a security question and its answer, and then save them to the VA LMS.

[Click here to view online tutorial](#)

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Create a Security Question & Answer

VA LMS Learning - Set Security Question - Microsoft Internet Explorer

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Address <https://www.lms.va.gov/plateau/user/authenticate.do> Go

 **VA Learning Management System**  Learning | ? Help

Please create a security question and answer that will be used when retrieving your password. A good security question and answer is something that only you will know, and will be hard for someone else to guess the answer. You should avoid questions that contain personal data that is generally available (e.g. SSN, address, etc.). Some examples are:

What is the name of my first pet?
What is my favorite film?

* = Required Fields

*Security Question:

*Security Answer:

*Re-Enter Security Answer:

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The VA LMS has a way to remind you of your password if you forget it. You will create a security question that the VA LMS can use to verify your identity and remind you of your password.

When you login to the VA LMS for the first time, you need to create a security question and the answer to that question. This question and answer help protect your personal information and privacy in the VA LMS.



When this page appears, be sure to read the guidance carefully. It helps you avoid creating questions that have answers that other people can easily guess.

Create a Security Question & Answer

Step 1 – Enter your Security Question

VA LMS Learning - Set Security Question - Microsoft Internet Explorer

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Address <https://www.lms.va.gov/plateau/user/authenticate.do> Go

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What is the name of my first pet?
What is my favorite film?

* = Required Fields

*Security Question: step 1

*Security Answer:

*Re-Enter Security Answer:

Submit

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In the Security Question field, type in your chosen security question.

Create a Security Question & Answer

Step 2 – Enter your Security Answer

VA LMS Learning - Set Security Question - Microsoft Internet Explorer

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Address <https://www.lms.va.gov/plateau/user/authenticate.do> Go

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What is the name of my first pet?
What is my favorite film?

* = Required Fields

*Security Question: What is my cat's name? 1 step

*Security Answer: 2

*Re-Enter Security Answer:

Submit

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In our example, Mr. Lmsuser has created the question, "What is my cat's name?"

Next, type the answer for the question you created.



Note that your answer is case sensitive, so remember which letters you capitalize. Also, your answer must have at least five characters.



Note that even in our example, the name of Mr. Lmsuser's cat will remain a secret. This is to emphasize security: it's important to remember that the security features of the VA LMS won't work if you share confidential information. Remember to keep your confidential information to yourself.

Create a Security Question & Answer

Step 3 – Re-enter your Security Answer

VA LMS Learning - Set Security Question - Microsoft Internet Explorer

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Address <https://www.lms.va.gov/plateau/user/authenticate.do> Go

 **VA Learning Management System**  Learning | ? Help

Please create a security question and answer that will be used when retrieving your password. A good security question and answer is something that only you will know, and will be hard for someone else to guess the answer. You should avoid questions that contain personal data that is generally available (e.g. SSN, address, etc.). Some examples are:

What is the name of my first pet?
What is my favorite film?

* = Required Fields

*Security Question: **1** step

*Security Answer: **2** step

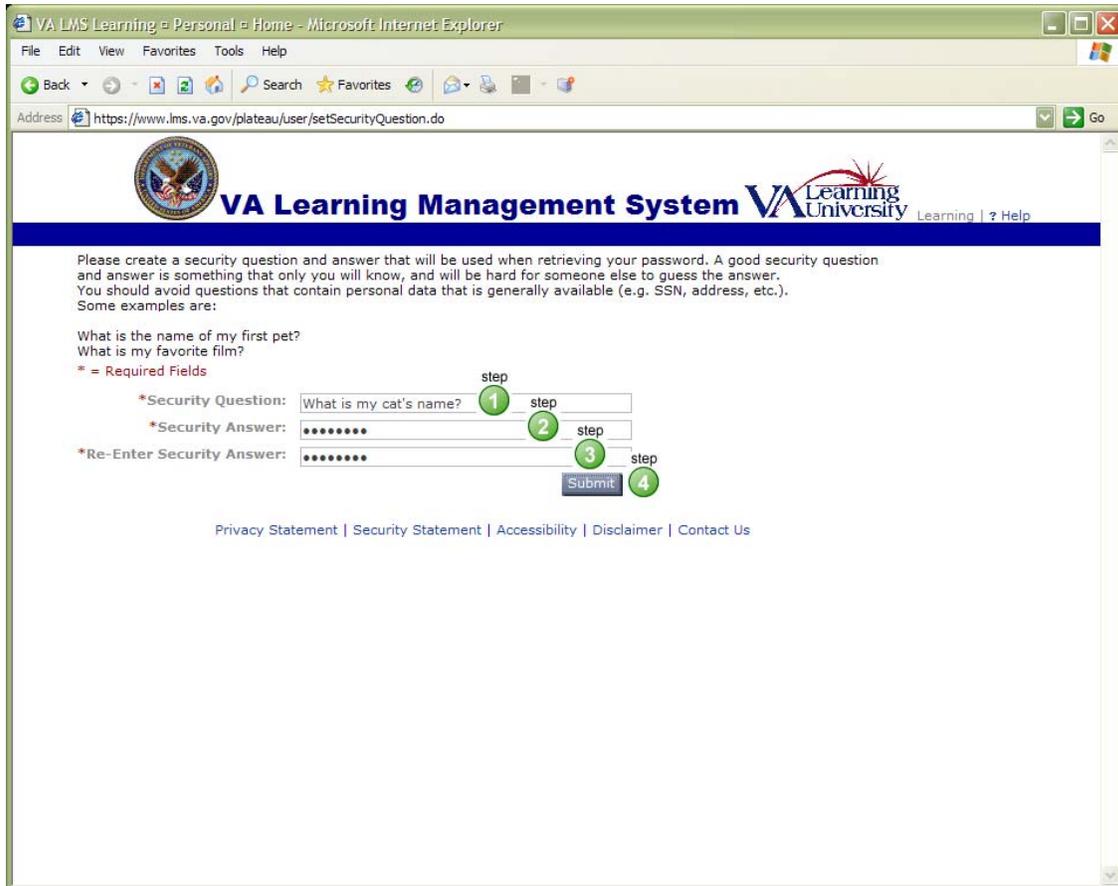
*Re-Enter Security Answer: **3**

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You are asked to re-type your answer in the Re-Enter Security Answer field. Just like creating a new password, retyping your answer helps to catch any typing mistakes you may have made.

Create a Security Question & Answer

Step 4 – Click the Submit button



After re-entering the security answer a second time, click the Submit button to save your security question and answer in the VA LMS.

VA LMS Learning - Personal - Home - Microsoft Internet Explorer

File Edit View Favorites Tools Help

Address <https://www.lms.va.gov/plateau/user/authenticate.do>

VA Learning Management System

Welcome USER 02 LMSUSER | Home | Search Catalog Go | ? Help | Logout

Personal Learning Career Catalog Reports

• Home • Approvals • Profile • Regional Settings

Welcome USER 02 LMSUSER
11/1/2007

Please **UPDATE YOUR PROFILE!**

To ensure automatic notifications are properly processed by the VA-LMS (e.g., learning assignments, registration approvals), click the hyperlink above upon first use of the VA-LMS and enter your work email address and the name of your supervisor. Please review your entire Profile periodically to update the information as changes occur.

Get the Most from Your Learning Management System

Visit the [Inside LMS](#) communications web site, the singular source of information and guidance for the national audience of both the learners and those responsible for VA LMS administration. You can expect to find thorough up-to-date coverage of announcements, policies, training, and initiatives based on your needs.

Alerts

The Alerts section provides important status notifications regarding assigned learning events.

Learning Plan

The Learning Plan is the list of assigned training. Learners can add optional items to their Learning Plans, register in instructor-led items, and launch online content from the Learning Plan.

Curriculum Status

The Curriculum Status functionality provides learners with a comprehensive list of the curricula and subcurricula needed for personal and career advancement. Required dates associated with each curriculum help manage your learning needs.

Alerts

You have overdue learning»

Catalog

View all available instructor-led items»
View all available online items»
Browse Catalog»

Learning Plan			→ Learning Plan
Title	Type	Required By	
Configuring the Open Shortest Path First Protocol - 120082_eng	🔗	🔴 8/30/2007	
Testing and Instrumenting C# Applications - 109340_eng	🔗	🔴 8/30/2007	
101 Medication Tips for People with Diabetes	📖		
Acquisition Forum	👤		
Empowering Patients through Patient Centered Care (CDN)	🔗		

Curriculum Status → Go to Curriculum Status

There are no incomplete curricula for this User.

New Items

SCORM: The Way We Do Business Satellite Broadcast (Part 4 of 4)»
Privacy Awareness for Project Managers»

Once your security question and answer have been saved to the VA LMS, you are taken to the VA LMS user homepage. You now have full user access to the learning options in the VA LMS.

This completes the task.

Create a Security Question and Answer Step by Step Guide

1. Enter your Security Question
2. Enter your Security Answer
3. Re-enter your Security Answer
4. Click the Submit button

This completes the task.

Resource Information

- The web-based demonstration of the process can be found at the following web address: <http://www.insidelms.va.gov/wbt/001-AccessingTheVALMS/SecurityQandA-Create.htm>
- To access additional VA LMS training resources, please visit <http://www.insidelms.va.gov/userRoles/vaLMS-user-notebook/vaLMS-notebook-user.shtm>
- The InsideLMS website provides up-to-date information, resources and tools for all VA LMS users at <http://www.insidelms.va.gov>.

Please send questions, comments, or requests for additional information regarding this training to the VALU_LMSTrainingGroup@va.gov. (VALU_LMSTrainingGroup@va.gov)