

## 1 Log in to MySCEmployee

In Internet Explorer, go to <https://myscemployee.sc.gov>.

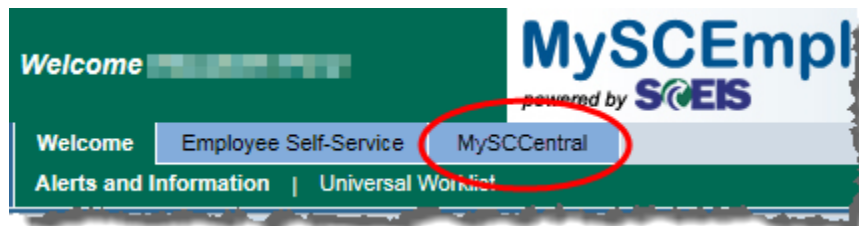
Use your SCEIS user ID (it does not begin with "10") and password.



The screenshot shows the login page for South Carolina State Employees. It features a header with the text "Welcome South Carolina State Employees". Below the header are two input fields for "User ID" and "Password", both marked with an asterisk. There are several links: "Sign up for self-service password reset", "Locked or forgotten password? Click here", "Change Password", and "Self Service Password Reset FAQ". A "Log on" button is located at the bottom left. On the right side of the page, there is a graphic showing a car on a road next to a large clock face.

## 2 Open MySCCentral

In the upper left corner of the screen, click on the *MySCCentral* tab.



**TIP:** The first time you log in, you'll be asked to set a PIN.

Once you do that, you won't see the message again. Your PIN may be needed occasionally when a particular course requires secure affirmation.

## 3 Open MySCLearning

Click on the *My Info/MySCLearning* tile.

