

INSTRUCTIONS FOR NADP CAREER FIELD MANAGERS (CFM) AND SUPERVISORS WEB-BASED TRAINING (WBT)

1. Logon to Total Workforce Management Services by going to:
<https://twms.nmci.navy.mil/selfservice/>
2. Under “Tools/Actions” on the left-hand navigation menu select “Online Training & Notices” link.
3. Select “Available Training” tab near the top of the page.
4. Scroll through the available courses to locate “NADP Career Field Managers (CFM) Training” and select it.
5. You will be taken to the WBT that will help guide and assist you with your NADP employees.

Questions or feedback regarding this WBT should be sent to NACC_CAREER_MANAGEMENT@navy.mil with “NADP Career Field Managers WBT” as the subject line.