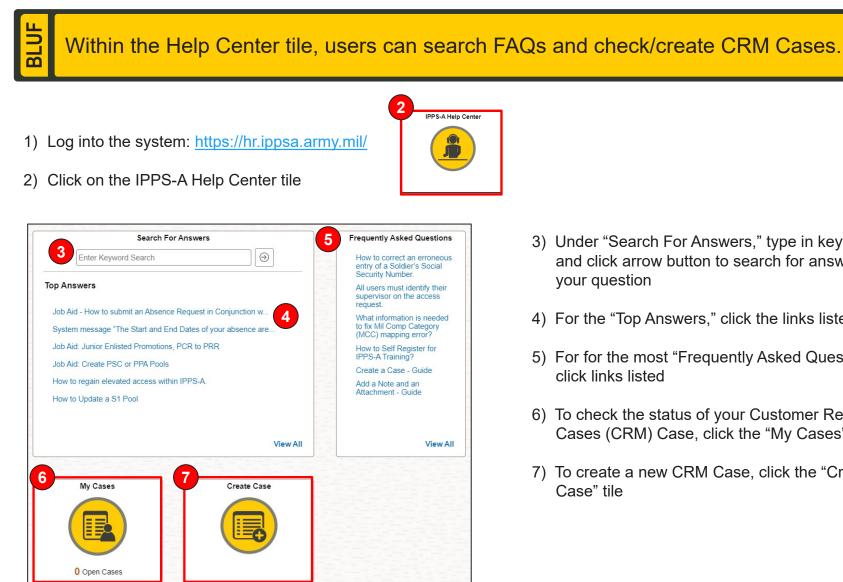
IPPS-A Help Center Tile





- 3) Under "Search For Answers," type in keyword(s) and click arrow button to search for answers to
- 4) For the "Top Answers," click the links listed
- 5) For for the most "Frequently Asked Questions,"
- 6) To check the status of your Customer Relationship Cases (CRM) Case, click the "My Cases" tile
- 7) To create a new CRM Case, click the "Create



IPPS-A Actions Menu

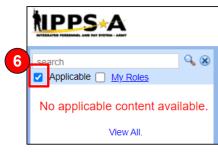


Within the Actions Menu, users can open a new window, change preferences, and access help resources to include manuals, job aids, and UPKs.

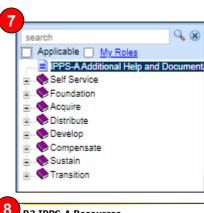


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3	New Window			
4	My Preferences			
5	Help			
	Sign Out			



- 1) Log into the system: https://hr.ippsa.army.mil/
- 2) Click on three dots : (known as the Actions Menu) at the top right of the page above Notifications
- To open an additional IPPS-A window, click "New Window"
- To edit your Preferences, click "My Preferences" for settings, messages, navigation personalization, and notifications
- 5) For links to manuals, job aids, user productivity kits (UPKs), and training environment schedules, click "Help"
- 6) Uncheck the "Applicable" box



	IPPS-A En	hanced User Int	erface demo		
Buides and Manuals			Comment Sheets		
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7) Menu on the left side of page contains all Training UPKs in a searchable library

*Select + symbol to find desired subjects

8) Also available on this page are resource hyperlinks such as:

- User Manual
- CRM Manual
- MPD SmartBook
- Self Service Guide
- And much more

