

Learner Data Management System.

Training Institutions.

1. To create accounts for your training institution on LDMS, email a copy of the letter from the Principal/Training Manager containing the **Full Names**, **Position/Job Title** and **Email Address** for your members that require LDMS access. The email should be sent to teveta@teveta.org.zm.
2. Once your accounts have been created in Step (1), TEVETA will send you tutorials on how to use LDMS. Go through these tutorials before attempting to use the system.
3. If you face any technical challenges using the system, contact mmumba@teveta.org.zm or nchibesakunda@teveta.org.zm.
4. If you face any financial/accounting related challenge such as *application payment clearance*, contact nmuzeya@teveta.org.zm
5. If you face any examination/enrolment related challenge, contact cmuwezwa@teveta.org.zm

Thanks and Good Luck!

Useful links;

TEVETA Website: <https://www.teveta.org.zm>

LDMS Login;

<https://www.teveta.org.zm/ldms/#/login> LDMS

Video Tutorials;

<https://drive.google.com/drive/folders/1IYZdSLR2xAqrnNv5TSObUqarJaFZetf?usp=sharing>

Downloads; <https://www.teveta.org.zm/downloads>