

MyNavy Portal Quick Tour

September 2024



Welcome to the MyNavy Portal (MNP) Quick Tour! This Quick Tour provides an overview of the newest Sailor-facing capabilities released to MNP, including the Sailor Landing Page (SLP)/MyCareer. New self-service features and functionality are frequently added to help make MNP the single point of entry for Navy personnel, career, and pay matters.

MNP was designed by Sailors, for Sailors, and your feedback is important! Please email the MNP team with your suggestions to improve the MNP experience, request new features, report broken links, or identify missing information. Feedback is reviewed and considered during planning for future enhancements.

Contact the MNP Team via email at: mnplibmaster.fct@navy.mil.

New & Notable MNP self-service features

- The Sailor Landing Page gives Sailors direct access to personalized HR info and self-service capabilities
- New interface and navigation tools give users better access to more features and resources
- Expanded and fully searchable Quick Links includes over 400 links, new search functions and filters
- MyCase Status allows users to view the status of their MyNavy Career Center (MNCC) service requests and transactions, past and present
- MyRecord allows Sailors to view and submit requests for revisions to their personal and professional data
- MyNavy Family provides Navy families access to an extensive source of information, tools, and resources
- MyNavy HR Info gives users access useful resources on several topics, including:
 - Acronyms, Glossary, FAQs
 - My Navy Assignment (MNA), MNP, & Navy Personnel and Pay (NP2)
 - MyNavy Career Center (MNCC)
 - Navy App Locker
- CAC-Free Access allows users to access much of what the MNP secure site has to offer without using a Common Access Card (CAC) and card reader

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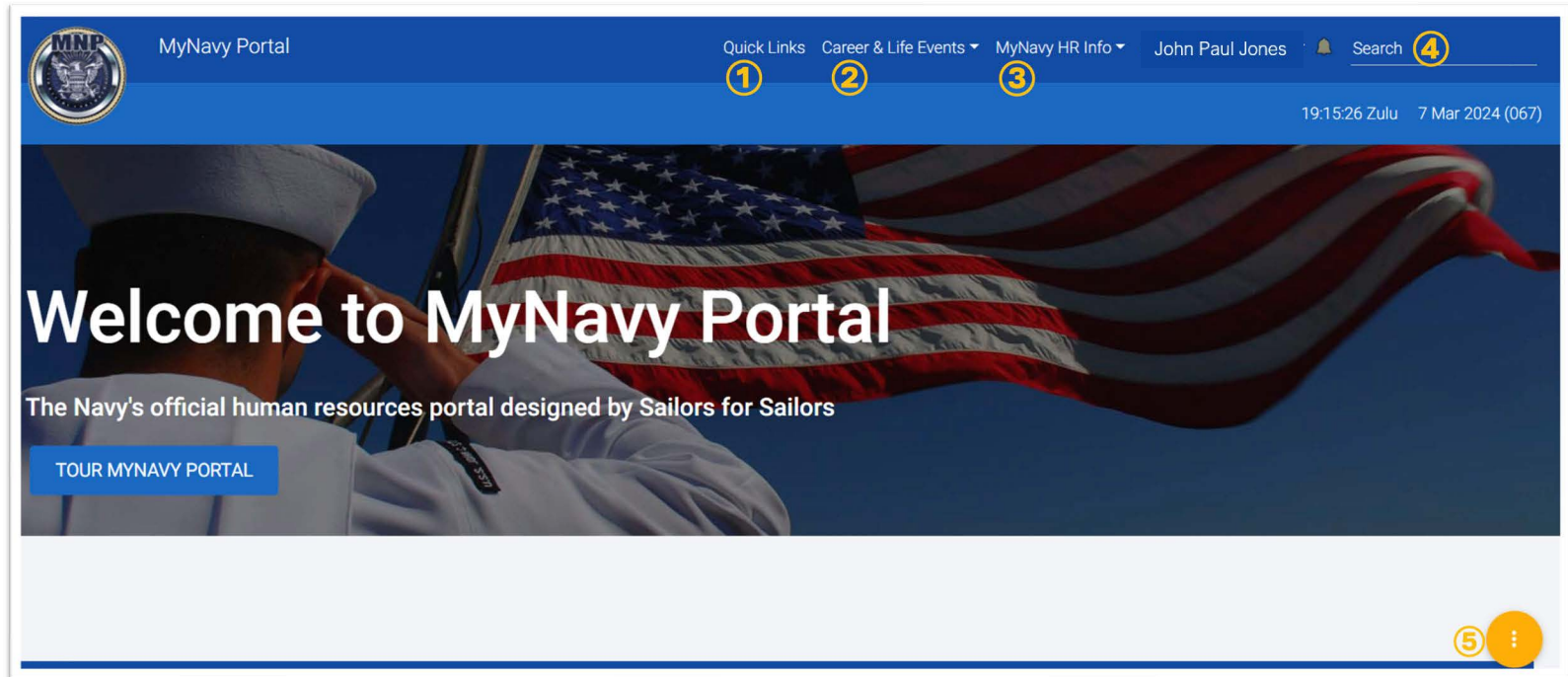
MyNavy Portal Home Page



MyNavy HR IT Solutions | MNP Quick Tour



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The MNP Home Page is the first stop for any user on the redesigned website. On this page you can find access to the newly enhanced and expanded **① Quick Links**. The new Quick Links database includes over 400 resources and is completely searchable.

The new MNP is organized around the **② Career & Life Events (CLE) drop-down menu**. The CLE tab not only gives access to resources relevant to each CLE, but also brings Sailors to MyRecord.

The **③ MyNavy HR Info** page gives Sailors practical info and help on a variety of topics, including Announcements, NP2, MNP, MNA, acronym definitions and glossaries, the Navy Leadership Calendar, MyNavy Career Center (MNCC), and HR-related commands and websites.

The **④ Search** function allows users to search within MNP by keyword and filter.


Finally, the yellow **⑤ Floating Action Button** button is available on all MNP pages and gives users 24/7 access to the MNCC Chat, live feedback, and the ability to switch from high- to low-bandwidth modes.

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Expanded Quick Links

Quick Links

Find MyNavy HR Quick Links using the keyword search and filters provided below.

- The Quick Links database is updated continuously, based on user needs and feedback.
- Sites with a  icon require a login (via CAC or Username / Password).
- Looking for the previous version of MNP Quick Links page? Access the [Quick Links Classic](#) view. ③

Search

①

🔍 Keyword Search

Filters

Category

②

Popular Links

Role

All

APPLY

Popular Links

<https://asm3.nmci.navy.mil/ASM3/cac/> 

[ASM](#) 

Use the Advanced Skills Management (ASM) system to view ASM account, contact your command ASM Coordinator or tr

<https://www.bol.navy.mil/bam/> 

[BOL](#) 

BUPERS Online (BOL) provides links to the Annual Retirement Record (PSR), Official Military Personnel File (OMPF), and m

<https://militarypay.defense.gov/BlendedRetirement/> 

[BRS \(DOD\)](#)

View Blended Retirement System (BRS) references and reso

<https://www.mynavyhr.navy.mil/Support-Services/21st-Century-Sailor/Fan>

[BRS \(NAVY\)](#)

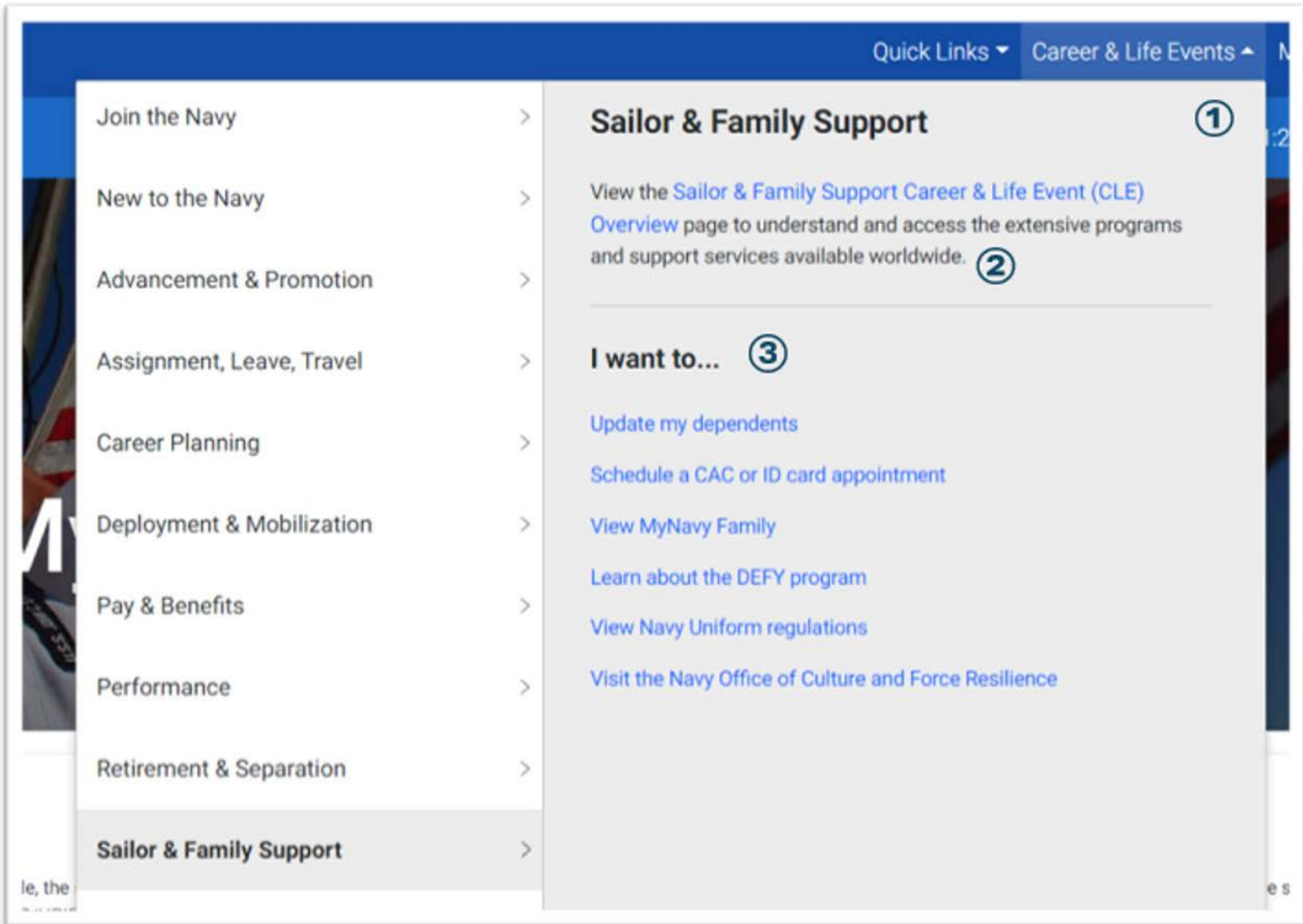
View Blended Retirement System (BRS) references and reso

The new **Quick Links** builds on what made the former Quick Links one of the most popular web pages in the U.S. Armed Forces. This repository of over 400 links is completely **① searchable**. Users can also filter links by **② category**. Users who prefer the old Quick Links can switch to **③ Quick Links Classic**.

Users can access Quick Links via the MNP Homepage.

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CLE Pages

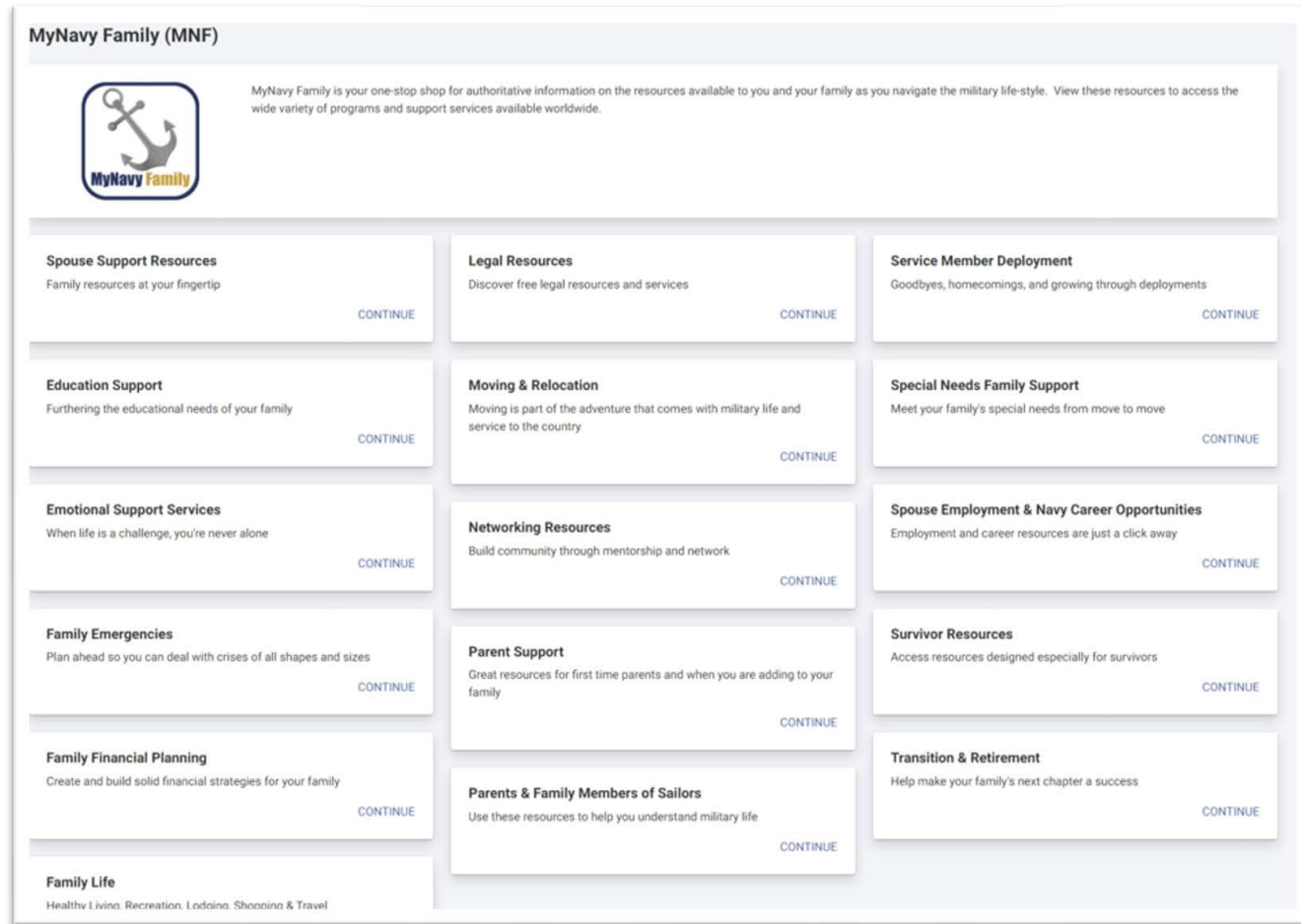


MNP is organized around **① Career & Life Events (CLEs)**, which can be accessed at any point from the navigation menu at the top of the page. From the main CLE dropdown menu, users can choose one of the 11 CLEs or the My-Record page. The **② CLE Overview** page provides access to resources relevant to that CLE. Users can also quickly choose the most used resources directly from the expanded **③ CLE tab**.

On the CLE Overview Page (not pictured), users will find the most commonly used resources for the CLE. The CLE Quick Links button will send users directly to a Quick Links page filtered to show only links associated with the CLE.

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MyNavy Family



Divided into easy-to-navigate pages, MyNavy Family is a rich source of information, tools, and resources for Navy spouses, dependents, and families. Sailors and their loved ones can click any tile to quickly get the help and support that they need. The website is available via the Sailor & Family Support drop-down menu. Resources pages include:

- Spouse Support Services
- Moving & Relocation
- Family Financial Planning
- Service Member Deployment
- Emotional Support Services
- Installation Search
- Education Support
- Transition & Retirement
- Family Emergencies
- Family Life
- Special Needs Family Support
- Survivor Resources
- Networking Resources
- Parent Support
- Legal Resources
- Spouse Employment & Navy Career Opportunities

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MyRecord

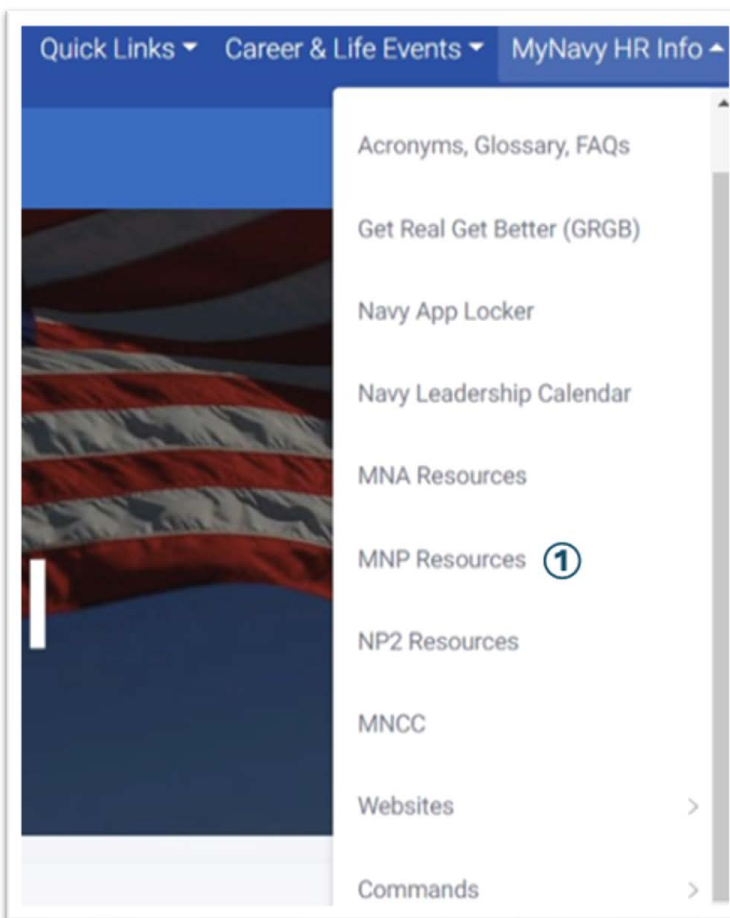
With **MyRecord**, Sailors may view and verify a subset of their personal and professional data and, if necessary, may submit a data correction request to **① MNCC**. MyRecord continues to add more data for Sailors to view, such as security clearance information, Career Waypoints (CWAY) application status, the Electronic Training Jacket (ETJ), and historical Eval/FitRep data.

MyRecord also includes **② Personnel Records Review**, which helps Sailors perform a thorough review of the human resource (HR) information contained within their Official Military Personnel File (OMPF) and Electronic Service Record (ESR). The user aid also provides information and tips for correcting discrepancies found during the review.

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Mobile and CAC-free Access

MNP can be accessed on a mobile device via two options. Users can either use a mobile CAC reader to log in or register for CAC-free access, which uses multi-factor authentication processes to verify identification.



To learn how to set up CAC-free access to MNP, visit the CAC-free Access FAQs. First, choose **① MNP Resources** on the **MyNavy HR Info** dropdown menu. On the **MNP Resources** page, choose CAC-free FAQs and follow the instructions found there.

Navy Leadership Calendar

Navy Leadership Calendar

The Navy Leadership Calendar presents annual events and reminders within a monthly calendar view. This page also contains links to useful resources for developing leadership skills.

Calendar

September 2024

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

▼ Career Planning's Calendars

- Federal Holidays
- Selection Boards
- FITREPs/EVALS

September 2024

< TODAY >

DAY	WEEK	MONTH	AGENDA			
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
	Labor Day, Caret					
8	9	10	11	12	13	14
	O-5/O-6 Inform		NSW Special O			
15	16	17	18	19	20	21
E7, E8 CHIEFEV	Active O-8 Lin	Active O-6 (AC	Medical Servic			
	Active O-8 Sta	Active O-7 Lin				
	Show 2 More	Show 1 More				
22	23	24	25	26	27	28
		Chaplain Corps				
		Chaplain Corps				
29	30	1	2	3	4	5
	CW03, CW04, C					
	E5 Midterm Pe					
	Show 1 More					

Leadership Resources

- CNO's Reading List
- Enlisted Leader Development (ELD)
- Get Real, Get Better
- Naval Leadership and Ethics Center
- Naval History and Heritage Command (NHHC)
- Naval Postgraduate School
- Naval Safety Command
- U. S. Naval War College
- Warrior Toughness


This Month In History

September 3, 1783 - Signing of Treaty of Paris ends American Revolution

September 16, 1940 - President Roosevelt signs Selective Training and Service Act, the first peacetime draft

September 26, 1781 - French fleet defeats British at Yorktown, VA

Available via the MyNavy HR Info dropdown menu, the Navy Leadership Calendar is back, online, and better than ever. Users can filter to display federal holidays, Selection Board convening dates, and key dates supporting the annual performance evaluation cycle. The calendar includes Navy Leadership principles, historical events, and special observances (not pictured).



MyNAVYHR
Serving Sailors 24/7

September 2024

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Sailor Landing Page

MyNavy Portal

Quick Links | Career & Life Events | MyNavy HR Info | John P Jones10 | Search

20:39:59 Zulu 16 Sep 2024 (260)

Welcome to MyNavy Portal
Your Front Door to MyNavy HR Services
John P Jones10

1 Sailor Profile

UIC/CMD	22992 / EMF BRAVO DET BR
PRD	Oct 2024
Paygrade	E6
Rate	AEI
EAOS/EOS Hard Date	
Primary NEC	
Secondary NEC	
Warfare Specialties	ESWS Enlisted Surface SW Enlisted Surface Warfare Specialist

2 Important Dates

Next Pay Date:

31 May 2024
Complete E6 Midterm Performance Counseling IAW BUPERSINST 1610.10F.

28 May 2024
Reserve E7 and TAR E7 Selection Boards Convene.

15 Jun 2024
E4 Evals Due. Visit [MyNavy HR Performance Evaluation site](#).

The SLP provides each Sailor with a unique and customized dashboard once they have logged into MNP. Sailors can review personal and professional readiness information at a glance. It also shows a Sailor’s progress toward achieving training, education, and career objectives.

The snapshot view of the **1 Sailor Profile** displays key information such as Unit Identification Code (UIC), Command, Projected Rotation Date, and more. Next to the profile is a display of **2 Important Dates** relevant to a Sailor’s career. At the top of their screen Sailors can find **3 search, navigation, and account information**.

Beneath the Sailor Profile, users can find tiles with details about promotion and advancement, physical readiness, and other important and relevant personnel record information. At the bottom of the page, users can find links to access the view MyCase Status and MyCareer pages.



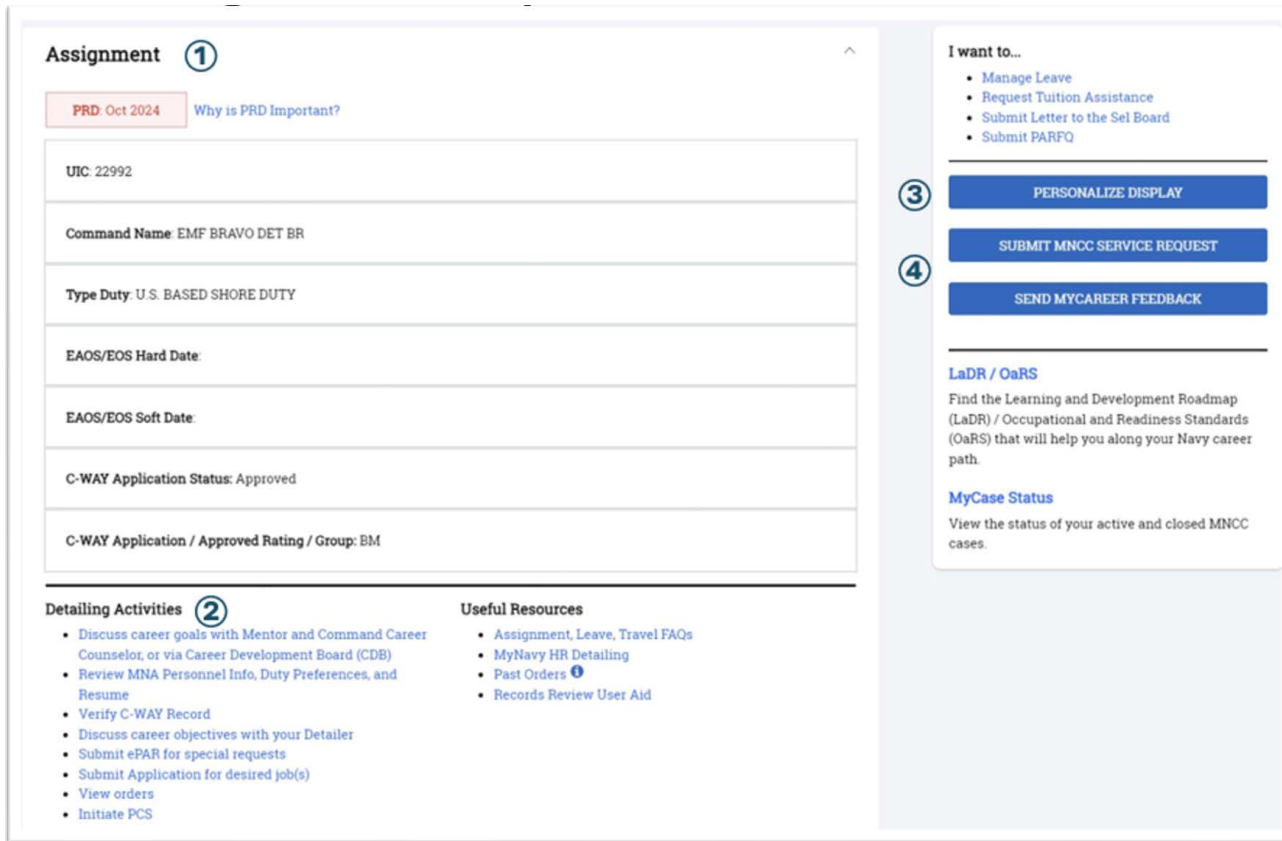
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MyCareer



The screenshot shows the MyCareer assignment widget interface. It features a main content area with several sections:

- Assignment ①**: A section with a red box indicating "PRD: Oct 2024" and a link "Why is PRD Important?". Below this are fields for "UIC: 22992", "Command Name: EMF BRAVO DET BR", "Type Duty: U.S. BASED SHORE DUTY", "EAOS/EOS Hard Date", "EAOS/EOS Soft Date", "C-WAY Application Status: Approved", and "C-WAY Application / Approved Rating / Group: EM".
- Detailing Activities ②**: A list of activities including discussing career goals with a mentor, reviewing MNA personnel info, verifying C-WAY records, and submitting applications.
- Useful Resources**: A list of resources such as assignment, leave, and travel FAQs, MyNavy HR detailing, past orders, and records review user aid.

On the right side, there is a sidebar with the following elements:

- I want to...**: A list of actions including "Manage Leave", "Request Tuition Assistance", "Submit Letter to the Sel Board", and "Submit PARFO".
- ③ PERSONALIZE DISPLAY**: A blue button to customize the widget.
- SUBMIT MNCC SERVICE REQUEST**: A blue button to request service.
- ④ SEND MYCAREER FEEDBACK**: A blue button to provide feedback.
- LaDR / OaRS**: A section explaining the Learning and Development Roadmap and Occupational and Readiness Standards.
- MyCase Status**: A section for viewing the status of active and closed MNCC cases.

Accessible via the homepage or navigation bar and unique to each Sailor, the MyCareer page allows Sailors to review their career data in a customizable, **① widget-based display**. Each widget comes with its own set of **② tools and tips**, detailing activities and useful resources to help Sailors understand and act on their personal data.

MyCareer allows Sailors to organize widgets to be most helpful to them. Sailors can click the **③ Personalize Display button**, Sailors can select, hide, and reorder their widgets.

Sailors can report data issues, give general feedback, or request additional features using the **④ Send MyCareer Feedback & Submit MNCC Service Request** tools.

Available Widgets

- Advancement
- Assignment
- Certifications, Qualifications, Credentials
- College Education & Degrees
- Designations & Classifications
- Performance Evaluation
- Personal Awards
- Personnel Records
- Physical Readiness
- Security Clearance
- Training

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MyCase Status

Sailor Landing Page > MyCase Status

Case Status

Filter by Status: Filter by Type:

Case Number	Creation Date	Status	Type	Sub Type	Summary
04063993	04/26/2024 12:41 PM GMT	Closed	PCS Travel	PCS Travel (Separations and ADSW)	PLEASE PROCESS AND RELEASE MEMBERS TRAVEL CLAIM. THANK YOU, V/R PS2 WHEATON.
04063977	04/26/2024 12:38 PM GMT	Closed	Activity Gains	Receipts	PLEASE RELEASE MEMBERS GAIN. THANK YOU, V/R PS2 WHEATON.
03787831	02/23/2024 12:12 AM GMT	Closed	Transfers	PCS Transfer	PCS CONUS LOSS
07708501	07/02/2023 03:16	Closed	Activity Gains	Receipts	CORRECT LEAVE REPORT DURING PCS

Users can track MNCC support tickets and transactional functions, such as ePAR and PARFQ submissions, using MyCase Status. This feature makes HR processes more convenient and transparent by displaying information on every case associated with a particular DoD ID.