

HOW TO NAVIGATE TO THE ENLISTED PROMOTIONS PAGE ON AKO

1. Click the Link to Sign on to AKO:

<https://www.us.army.mil/>

YOU ARE ACCESSING A U.S. GOVERNMENT (USG) INFORMATION SYSTEM (IS) THAT IS PROVIDED FOR USG-AUTHORIZED USE ONLY.

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- › The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- › At any time, the USG may inspect and seize data stored on this IS.
- › Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG-authorized purpose.
- › This IS includes security measures (e.g., authentication and access controls) to protect USG interests—not for your personal benefit or privacy.
- › Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See [User Agreement](#) for details.

I Accept

EAMS-A Login

Sign in



Insert your CAC/PIV into the card reader, then Sign in.

Sign in with EAMS-A

EAMS-A Single Sign-On

Username

Password

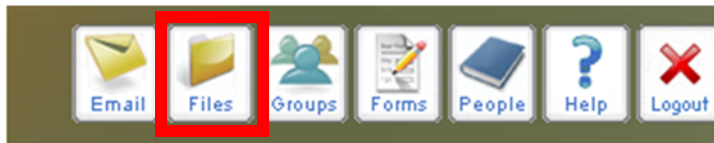
Login

CAC Login

2. Once you have logged into AKO you should be at your home screen:

The screenshot shows the AKO home screen with various navigation and content tiles. The 'Files' tile in the top right corner is highlighted with a red box, indicating the next step in the process.

3. Click the tile that says “Files” in the top right corner:



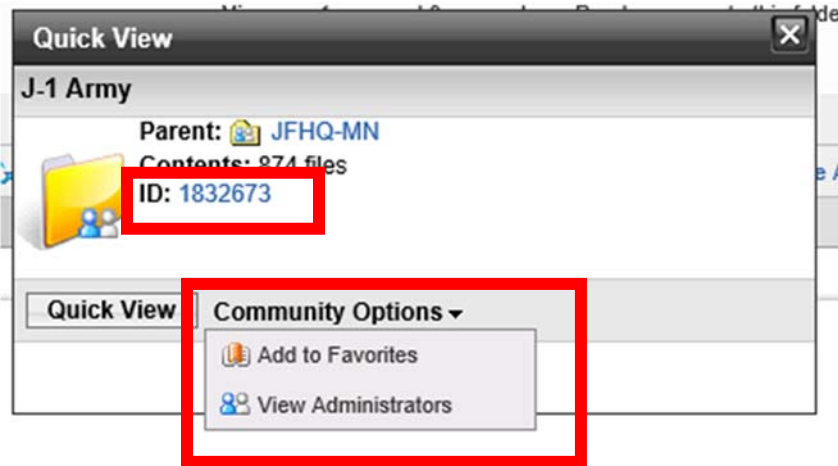
4. Enter **1832673** into the Files ID box under “Access Files by ID” and click “Quick View”

Access Files by ID

Document ID	Download
1832673	Quick View

[Files 101](#)
[Files Homepage Help](#)
[Files Road Map](#)
[Change Folder Administrators](#)

5. Click on the Blue Hyperlinked File ID. You can also add this folder to your favorites by clicking the down arrow next to “Community Options”.



6. The Enlisted Personnel Management Folder contains Open Vacancy Announcements you may apply for, the EPS List, current information regarding Enlisted Promotions and templates to assist you in applying for positions.

