A) Training Registration

- 1) For biosafety online training registration, visit Online Course Registration
- 2) Under the "Ongoing" course list, find "EHS Biosafety Refresher" (see snip below)

Ongoing		
EHS Worker Health and Safety Awareness ONLINE 铑	Available Until: Thu. Dec 29, 2022	
EHS Supervisor Health and Safety Awareness and Due Diligence ONLINE 🐕	Available Until: Thu. Dec 29, 2022	
EHS Farm, Field, Landscape and OVC Safety training (Online) 😤	Available Until: Fri. Dec 30, 2022	
X-Ray Safety Training (Online-2022) 🗚	Available Until: Sat. Dec 31, 2022	
Freight Elevator Handler Training Module 🛠	Available Until: Sat. Dec 31, 2022	
EHS Biosafety (Principal Investigator/Supervisor) -2022 😫	Available Until: Sat. Dec 31, 2022	
Respiratory Protection Program Training 2022 🐕	Available Until: Sat. Dec 31, 2022	
Ridgetown Campus and Research Centres JHSCs / Reps- minutes, inspections 铑	Available Until: Sat. Dec 31, 2022	
Guelph Campus Joint Health and Safety Committees - minutes, inspections 🐕	Available Until: Sat. Dec 31, 2022	
EHS LABORATORY SAFETY - 2022 ONLINE 🐕	Available Until: Sat. Dec 31, 2022	
EHS WHMIS - 2022 ONLINE 🔽	Available Until: Sat. Dec 31, 2022	
EHS Field Research Planning - 2022 (Online) 🎋	Available Until: Sat. Dec 31, 2022	
EHS Biosafety (Investigative Staff) - 2022 🐕	Available Until: Sat. Dec 31, 2022	
Cannabis Research -2022	Available Until: Sat. Dec 31, 2022	
EHS Biosafety - Refresher 🐕	Available Until: Sat. Dec 31, 2022	

3) Once you register, you will receive an email confirmation for EHS course enrollment along with access course info (see snip below)

Confirmation of EHS Course Enrollment

ehs@uoguelph.ca To ⊙Gausiya Khan

(i) We removed extra line breaks from this message.

Hello Gausiya,

This email is to notify you that you have been enrolled in the following 'Environmental Health and Safety' event, with the status 'Registered':

EHS Biosafety - Refresher Available until : Saturday, December 31, 2022, 11:45 PM Location: Online training

Access to the EHS Biosafety Refresher training will appear on Courselink main page - "My Home" in the "My Courses" pane under "Resources" after January 1, 2022. Please login with your University of Guelph Central login account at the following link: https://courselink.uoguelph.ca/shared/login/login.html

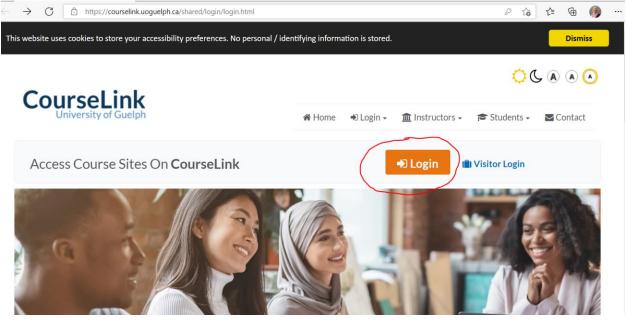
Access the quiz by selecting "Quizzes" in the navigation bar. Once you have successfully completed, an award will be emailed to you.



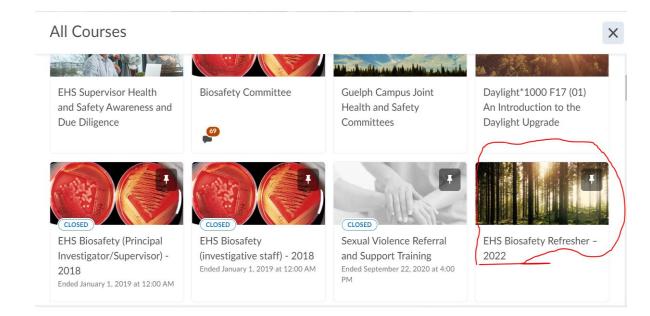
B) Access Biosafety Course (info will be received in the register course email to follow the steps as listed below)

Once you register, to access the course follow these steps:

- 1) Click https://courselink.uoguelph.ca/shared/login/login.html
- 2) You will see the screen as below, select Login button



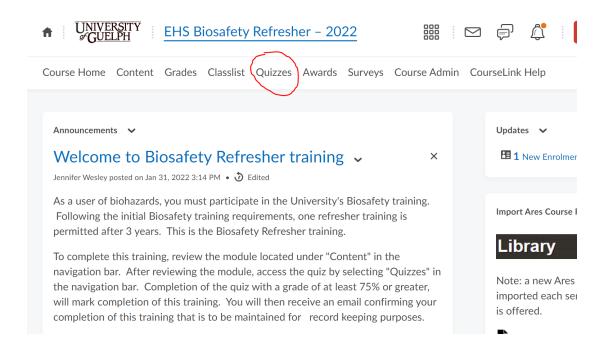
- 3) Login with your login details
- You would see the screen "My Courses" as snip below, select "EHS Biosafety Refresher 2022"



5) Upon selection, you will see the Announcement Welcome screen, select **"Content"** in the navigation bar as below to complete the training.



6) After reviewing the module, access the quiz by selecting "Quizzes" in the navigation bar.



- 7) Completion of the quiz with a grade of at least 75% or greater, will mark completion of this training.
- 8) You will then receive an email confirming your completion of this training that is to be maintained for record keeping purposes.
- 9) Once you have completed the training you are also encouraged to provide your feedback via the Course Evaluation survey located under "Survey" in the navigation bar.

FAQ:

I cannot access the online registered training course

If registered and cannot access, log out and log back in your Course link account, and you should see the courses there. If you are still unable to spot them, the button at the top with the 9 squares has a drop-down menu to the link for "search all courses" and you will see it under there. Please reach out <u>ehs@uoguelph.ca</u> if you are still unable to access them.

• I cannot access past registered course

All EHS courses close on Dec 31 of each year and trainees no longer have access to them in the following year. If the course is incomplete, you will need to re-register and complete the course from the beginning.

• I cannot print training certificate

There is no certificate for this course. You will earn an award/badge as shown below upon quiz completion with a grade of at least 75% or greater.

Badges



Biosafety refresher training certificate

- Credits: 0
- Award hidden until earned: false
- Conditions: 1
- 🖋 Edit Properties 🍵 Remove Award