

McMaster Health & Safety Training *NEW*



NOW AVAILABLE ON-LINE

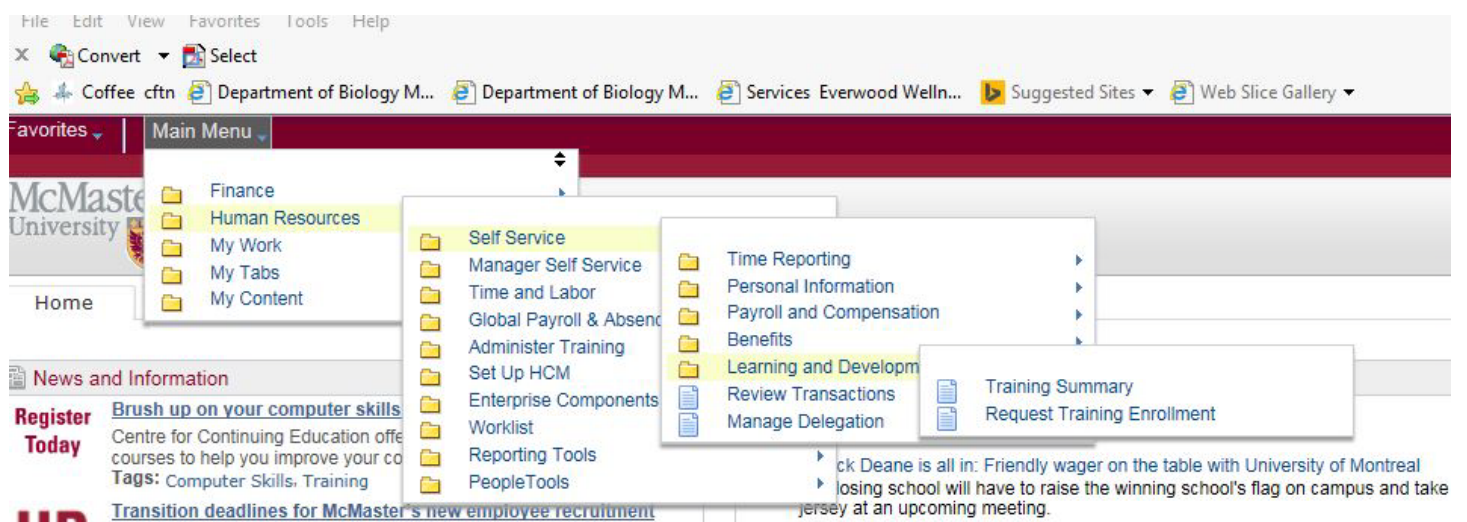
Log into **MOSAIC** with your
<http://www.mcmaster.ca/mosaic/>
MacID User Name
UnivMail Password

Register for BOTH in-class sessions and on-line training quizzes

**Register on MOSAIC,
Complete Quizzes on Avenue to Learn**



Main Menu – Human Resources – Self-Service – Learning & Development – Request training enrolment



McMaster Health & Safety Training **NEW**

Click on Search By Course Name:

Favorites ▾ | Main Menu ▾ > Human Resources ▾ > Self Service ▾ > Learning and Development ▾ > Request Training Enrollment

McMaster University **Mosaic**

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Request Training Enrollment

Karen Haines

Please choose one of the search methods below to find a Health and Safety course session.

- Search by Course Name
- Search by Course Number
- Search by Location
- Search by Date

Go To

- Self Service
- Learning and Development
- Training Summary
- Professional Training

Enter Course Name: e.g.; Fire Safety or WHMIS Update. Click the search Button

Favorites ▾ | Main Menu ▾ > Human Resources ▾ > Self Service ▾ > Learning and Development

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Request Training Enrollment

Course Search

Enter a full or partial course name and select the Search button to get a list of matching courses. Leave the course name blank to get a list of all courses.
To see the course description click on the course details icon.

Course Name

[Return to Request Training Enrollment](#)

Click on 'View Available Sessions'

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Request Training Enrollment

Course Search

Enter a full or partial course name and select the Search button to get a list of matching courses. Leave the course name blank to get a list of all courses.
To see the course description click on the course details icon.

Course Name

Course Details			
Description	Course Detail	Course Number	Session Availability
Fire Safety		FIRETR	View Available Sessions

[Return to Request Training Enrollment](#)

McMaster Health & Safety Training **NEW**

Select your course: Notice that there is both an In-class AND On-line option
Choose the one that is required for you.

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Request Training Enrollment
[View Available Sessions](#)

FIRETR Fire Safety

Select a session number in the list below to view session details or to request enrollment in the session.

Online Training Reminder: Some courses are available for completion online. You can take an online course any day or time. 24 hours after registering in Mosaic to complete an online session, the course content and quiz will become available in your Avenue to Learn (<http://avenue.mcmaster.ca>) account (MacID login required). Your training summary, accessible in Mosaic, will reflect successful completion of training one (1) business day after successfully completing the course quiz.

NOTE: MDCL is the Michael DeGroot Centre for Learning and Discovery.

Course Session Details

Session	Start Date	Location	Duration (Hours)	Open Seats	Waitlisted
0004	2014/12/10	MDCL Room 3023	1.5	48	0

Course Session Details

Session	Start Date	Location	Duration (Hours)	Open Seats	Waitlisted
0001	2015/01/04	ONLINE	0.5	991	0

[Return to Course Search](#)

Check to see that the correct course is selected and if so, Click Continue

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Request Training Enrollment
Session Detail

Karen Haines

Select the Continue button to submit your training request.

Course Health and Safety Orientation Session 0001
Start Date 2015/01/04 Duration (Hours) 0.5
Location ONLINE
Language

Prerequisite Courses
None

Session Schedule

Date	Session Start Date	Session End Date	Start Time	End Time	Training Facility Name
Sunday	2015/01/04	2015/01/04	6:00AM	6:45AM	ONLINE

If this session is full, place me on the waiting list.

[Return to Course Search](#)

Submit your Training Request: Click the Submit Button

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Submit Request

Click the submit button at the bottom of the page to complete your request.

Do not enter any comments below as no one is administering this mailbox.

If you would like to cancel your registration, Please contact the appropriate safety office (EOHSS, FHS Safety Office or the Biosafety Office). Contact information is available on their websites:
<http://www.workingatmcmaster.ca/eohss/>
<http://fhs.mcmaster.ca/safetyoffice/>
<https://biosafety.mcmaster.ca/>

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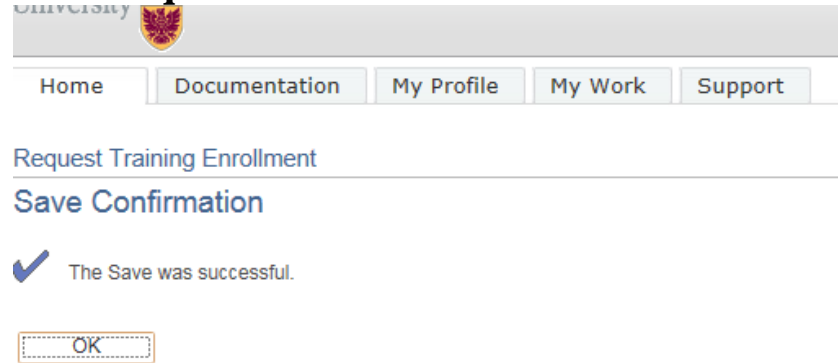
Course Session Details

Course HSORI Health and Safety Orientation
Session 0001
Course Start Date 2015/01/04
Start Time 6:00AM End Time 6:45AM
Duration (Hours) 0.5
Location ONLINE
Language

Karen Haines
Employee ID 001029027
Comment

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Your request has been submitted.



Clicking OK takes you back to your Confirmation page listing the courses for which that you registered

The next day, log into Avenue to Learn <http://avenue.mcmaster.ca/> and your course will be available for you to complete. The quiz is taken right on Avenue to Learn.

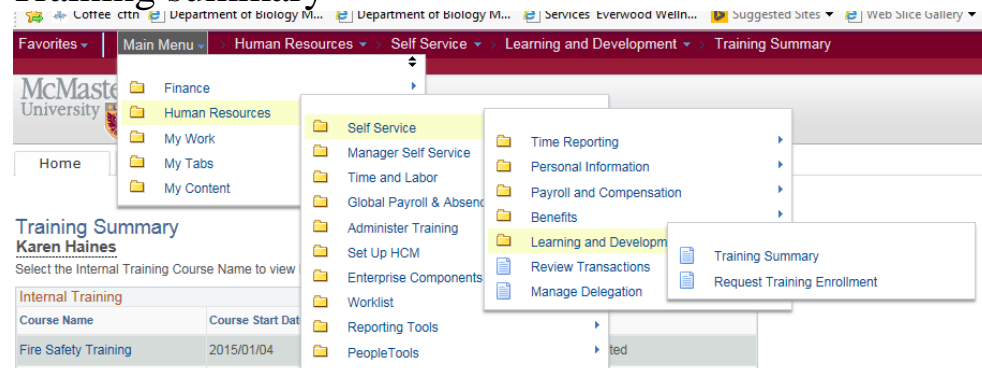
“To complete the course, follow the instructions and answer all questions. All on-line power point presentations and videos are on EOHSS web site: <http://cll.mcmaster.ca/eohss/>”

When completing the quiz you must save all responses and submit. It will be marked immediately and if you did not pass, you will see which responses were incorrect; you must answer all responses correctly to pass.

You must inform your supervisor and the Health & Safety Representative in Biology (Karen Haines, ext. 23558 hainesk@mcmaster.ca) that you have completed your Safety Course. Successful completion of your courses will be available on Mosaic, and is required to work in any Biology Laboratory (see the department summary of required safety courses for your lab).

You may be required to log into Mosaic and print a copy of your safety training prior to working in your area.

Follow: Main Menu – Human Resources – Learning & Development – Training summary



**If you have any questions, do not hesitate to ask.
Karen Haines, ext. 23558 hainesk@mcmaster.ca**