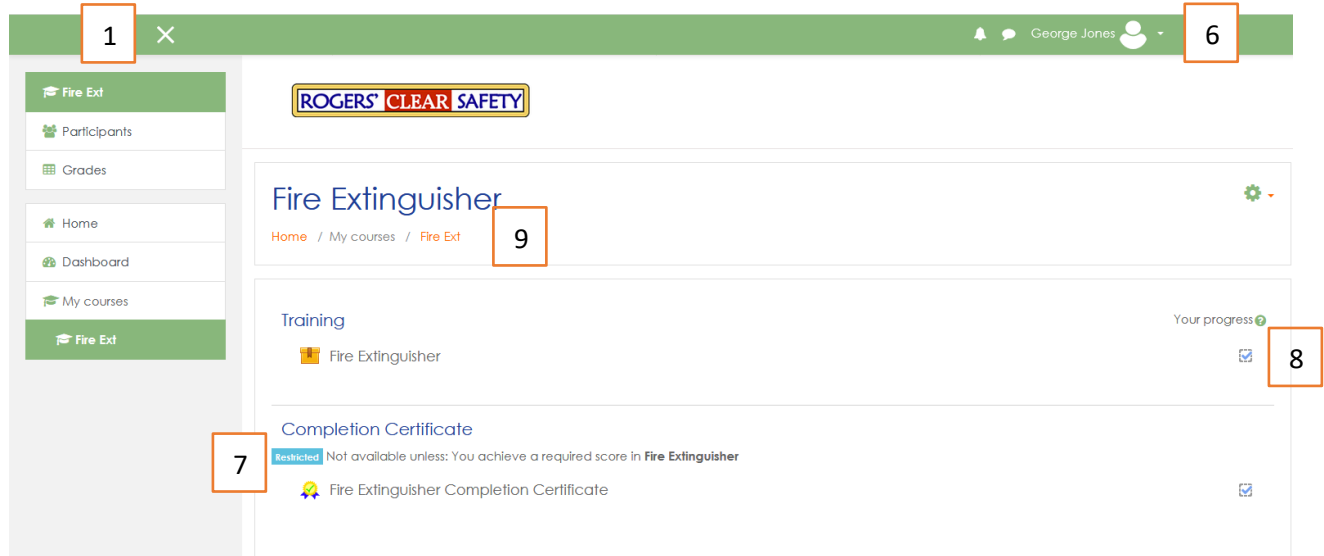


Front / Home Page

The screenshot shows the Rogers' Clear Safety website home page. At the top, a green navigation bar contains a hamburger menu icon (1) on the left and a login/register link (2) on the right. Below the navigation bar is the Rogers' Clear Safety logo. A large banner image shows a person in a plaid shirt and safety harness holding an orange hard hat. Text on the banner reads "From Academic to Industrial" and "RCS works with many different industries including general office, academic, manufacturing, and construction." Below the banner is a search bar (3) with the text "Search courses:". To the right of the search bar is a sidebar with links for "Registration: New Students", "Bookmark: cvt.rogersclear2.net" (5), and "FAQ: TIPS and Videos". The main content area is titled "Available courses" and lists three courses: "New Student Training", "Access to Medical Records", and "Accident Investigation". Each course title is preceded by a callout box containing the number 4.

1. When three lines are given, it means the navigation is hidden on the left side. You can toggle the navigation open and closed by clicking the three lines or the X. This navigation is available throughout the training website.
2. The login screen and registration screen link, only available when not signed in.
3. The search feature allows you to search the available course titles and descriptions. The entire name is not required.
4. These are the individual courses. Click on the Course Title to enroll, take the training or return to print or download the completion certificate.
5. This section, found only on the home page, contains information, tips, and links.

Course Page



1. If you need additional room to view videos or training material, you can close the left side navigation by clicking on the X. When the navigation is hidden, three lines are showing. You can toggle the navigation open and closed by clicking the three lines or the X. This navigation is available throughout the training website.
6. You can access your profile by clicking on your name. In the profile, you can change your email, password, access your grades or upload a picture.
7. Each safety training course contains at least two sections usually the Training section and the Completion Certificate. Additional sections containing printouts may be included.
8. As you complete each section, the checkbox will become checked automatically. You must open each section, including the certificate, to have the system automatically check the checkbox and complete the training.
9. This is called the breadcrumb navigation. It can help you navigate home or back to a prior page.

Training and Training Module Page

Home / My courses / Back / Training / Back Safety

Back Safety

Number of attempts allowed: 6
Number of attempts you have made: 1
Grade for attempt 1: 100%
Grading method: Highest attempt
Grade reported: 100%

Enter

Jump to...

Back Safety Completion Certificate

10. The system allows you to attempt the course 6 times to pass the course. If you have already completed the course with 80% or better, don't retake the course. The certificate will only show the first passing attempt and will not update, even if you improve your score.
11. The Enter button allows you to start the training module.
12. Quick navigation options can be found at the bottom of the page to other sections of the course.

Home / Courses / Back / Training / Back Safety

Exit activity

Back Safety

Outline

Back Safety

BACK SAFETY

13

14 15 16

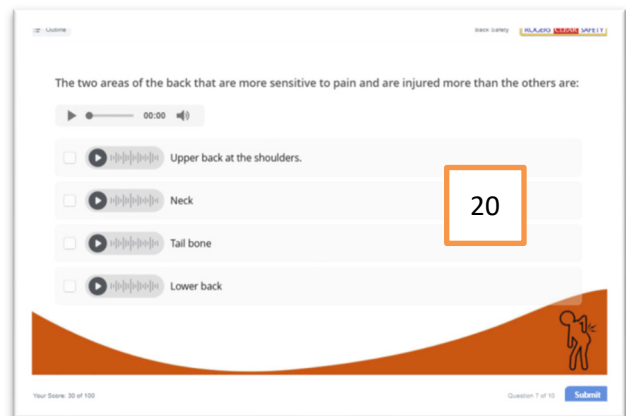
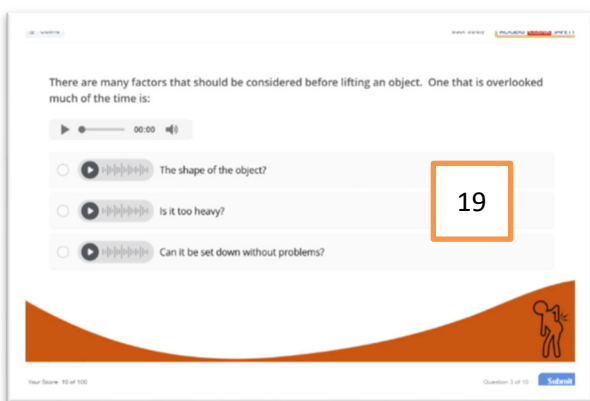
Jump to...

17

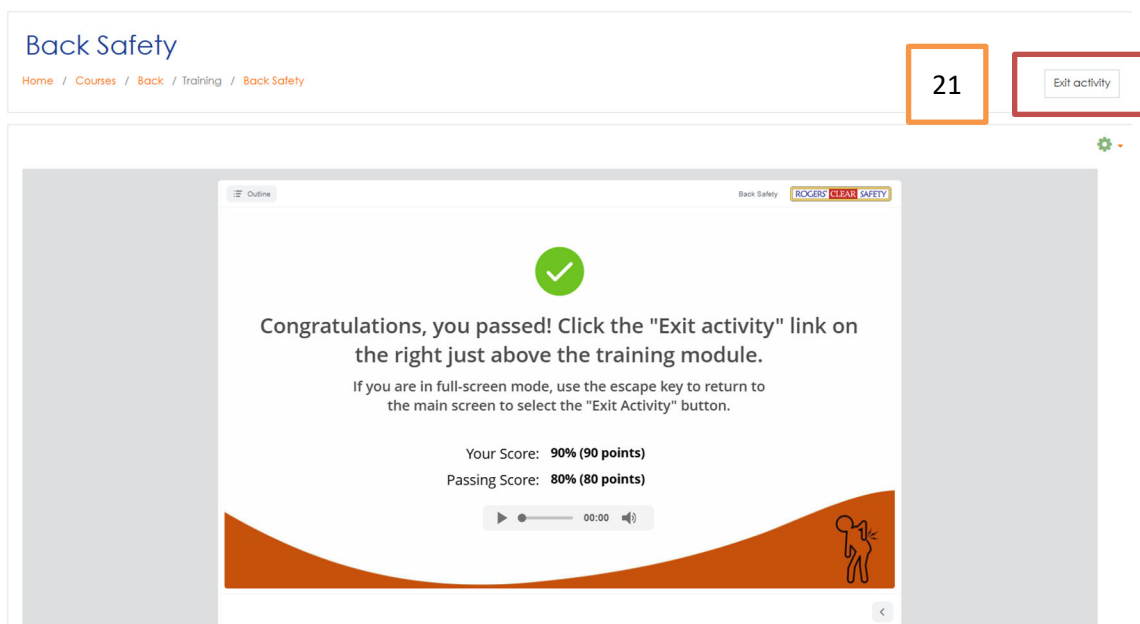
Back Safety Completion Certificate

Training and Training Module Page 2

- This is the link to the audio for this slide.
- The box labeled 1x allows you to speed up the audio.
- The option with the two diagonal arrows will make the module full screen. To reduce it back to normal view, click the same button or press ESC on the keyboard.
- You can reduce or turn off the audio. Note: If you turn off the audio sound, it will not play during the quiz and you can't restore sound after the quiz has started.
- The numeric position statement shows you where you are in the training. The quiz questions are not included in this count. To the right of the position are the previous and next buttons for the training. The quiz will have buttons for "Submit" and "Continue".
- In the upper left side is the course outline, allowing you to return to other slides for review.



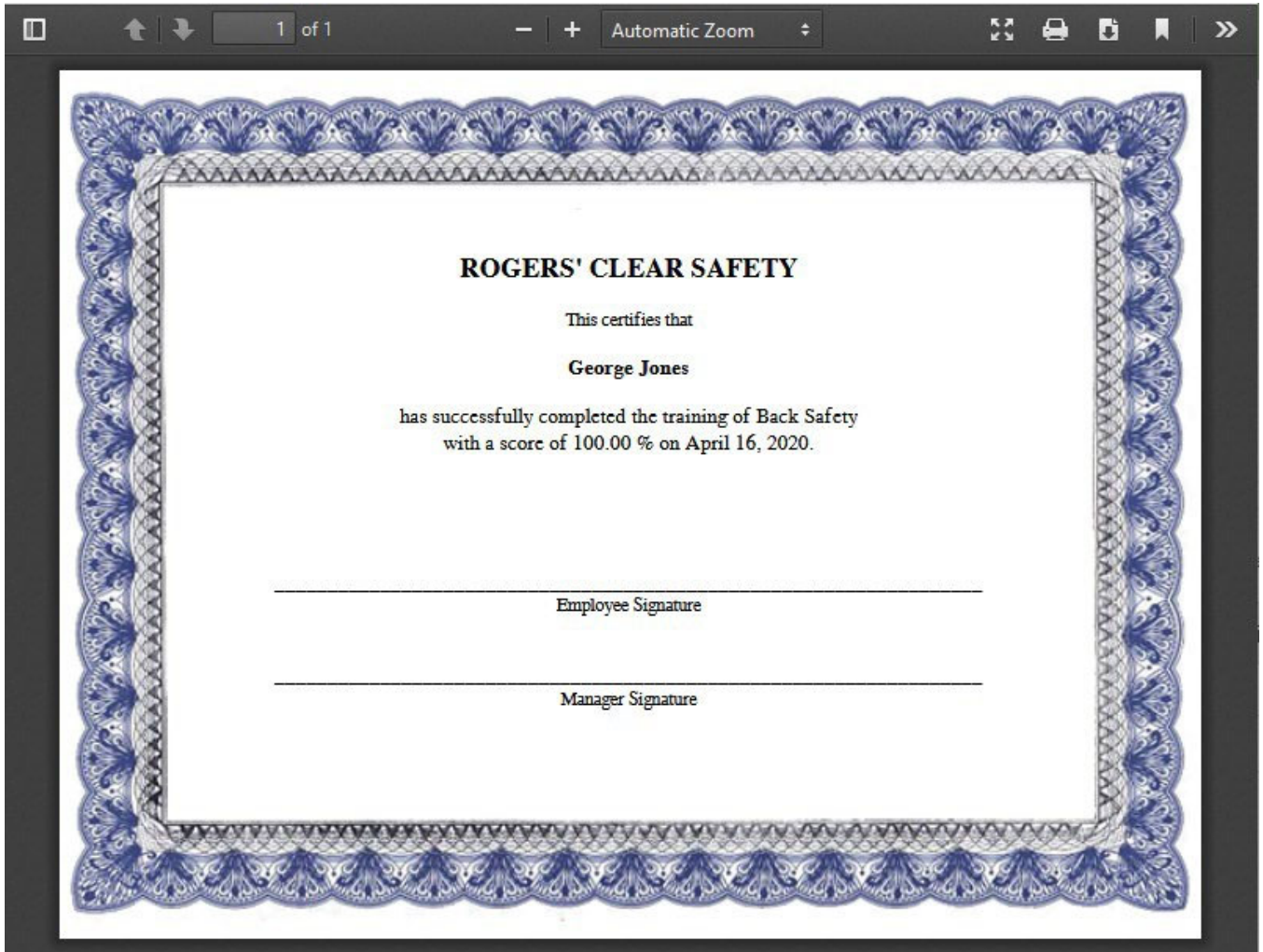
- In the quiz, you will have true/false, single-choice, and multiple-choice questions. In the bottom-left corner of the screen, you can view your current score.
- Multiple choice questions will use squares for submitting your answer, while the single choice (#19) uses circles. Once you make your selection, click the submit button on the bottom right. It will provide feedback automatically, then click continue to go to the next question.
- Once you have completed the training module, click on the Exit activity button which will return you to the Course page to continue onto the next section.



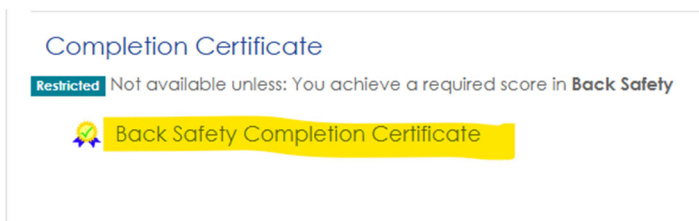
Certificate PDF

19

20



22. After you click the “Exit activity” button, you will return to the course topics. Click on the completion certificate link.



23. Click on the “Get Certificate ” button

24. The PDF file will open in your browser.

25. In the upper-right corner are options for downloading or printing.

