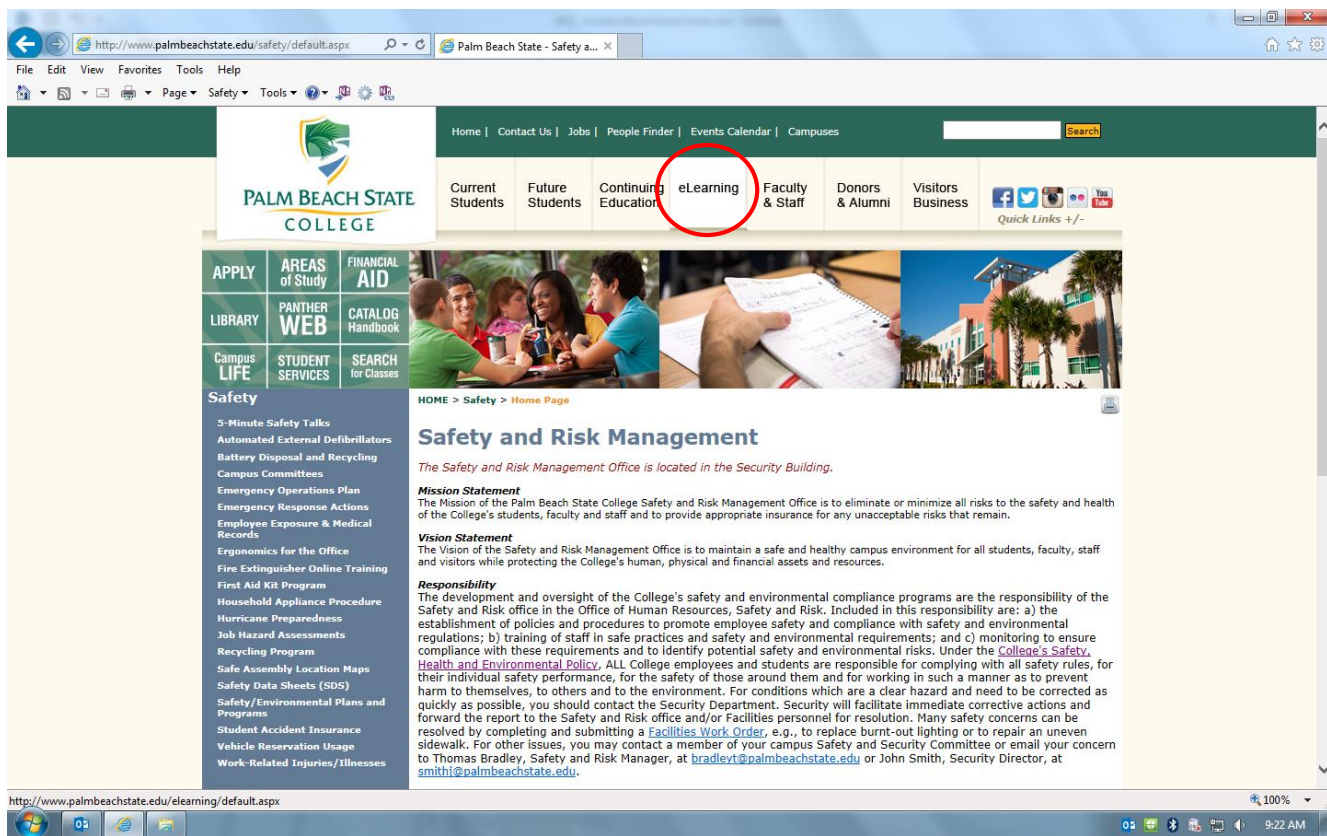
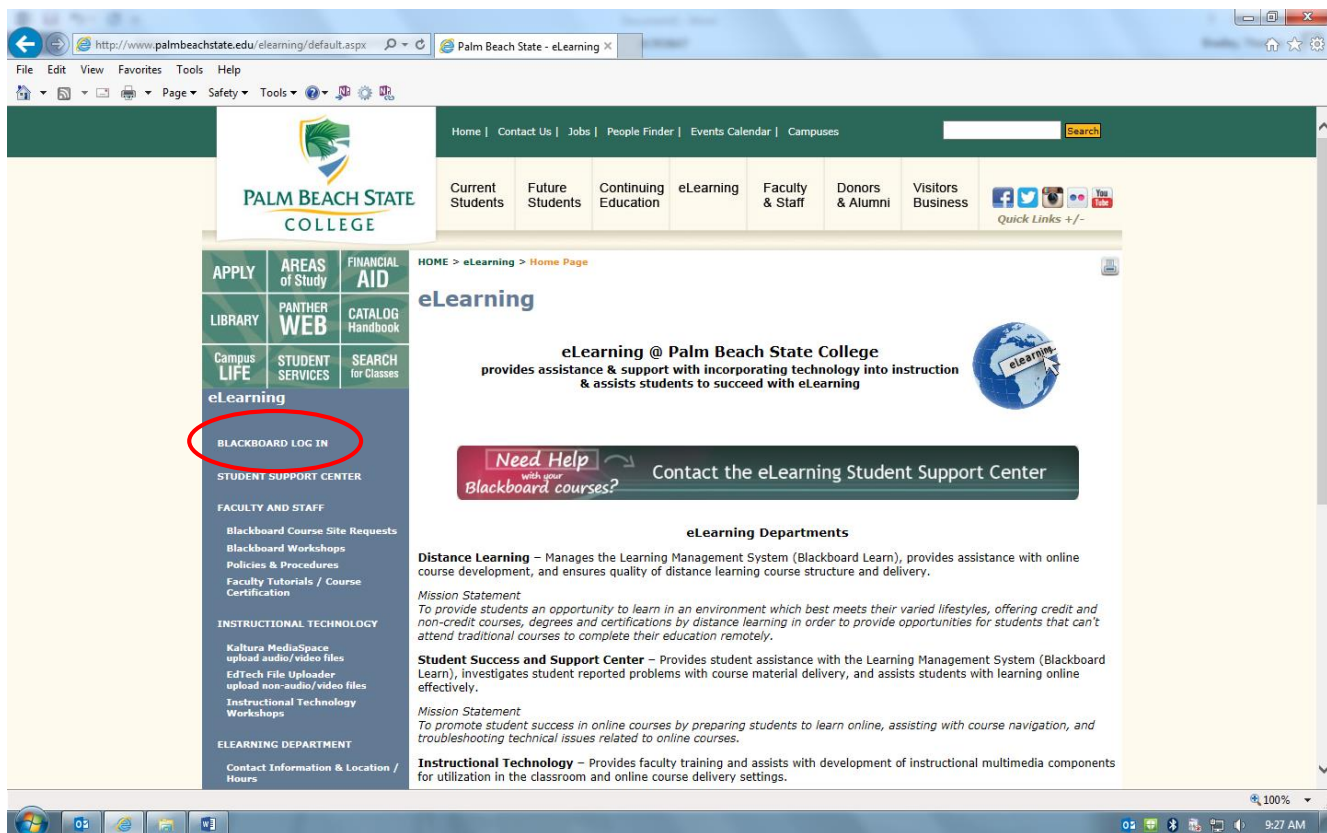


How to Access Safety & Risk Management Online Training

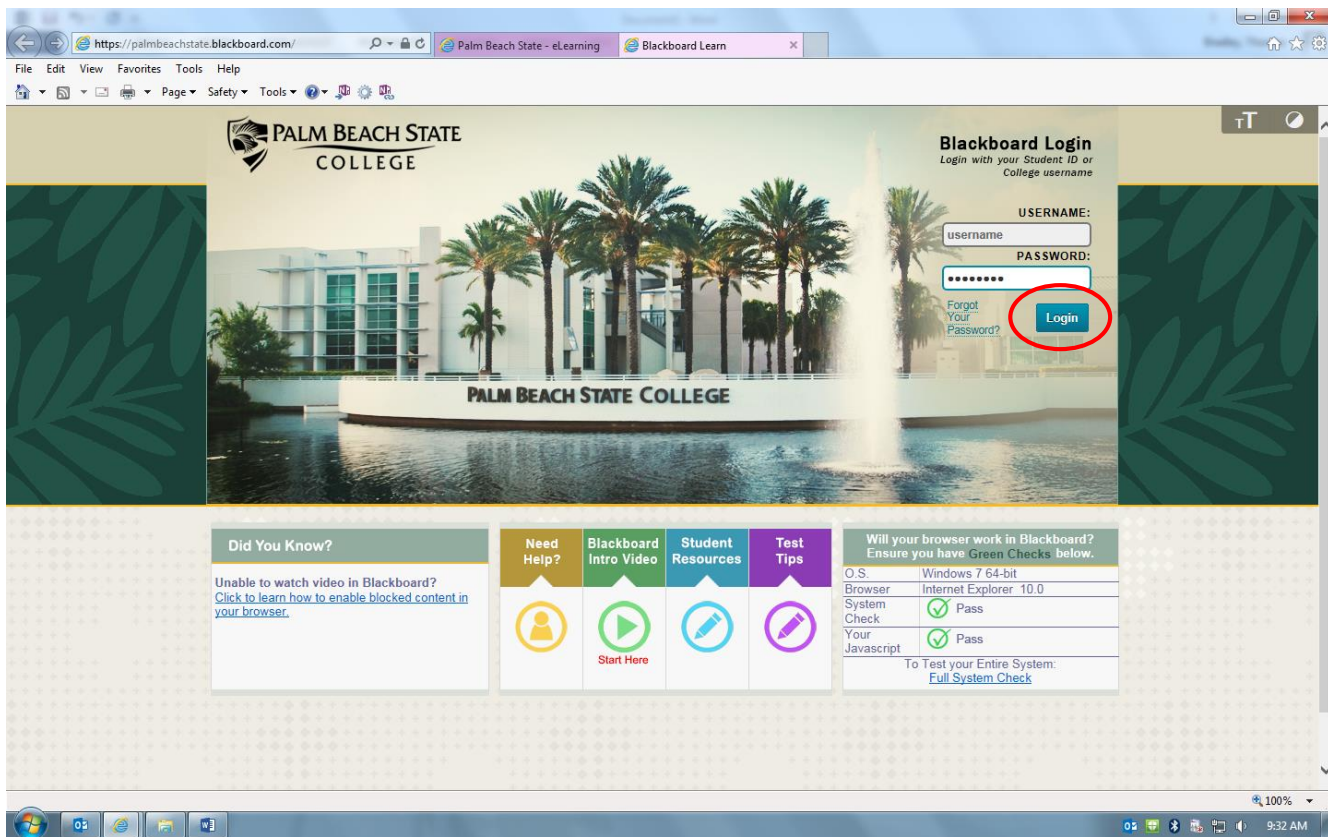
1. Click the eLearning tab at the top of any Palm Beach State College web page.



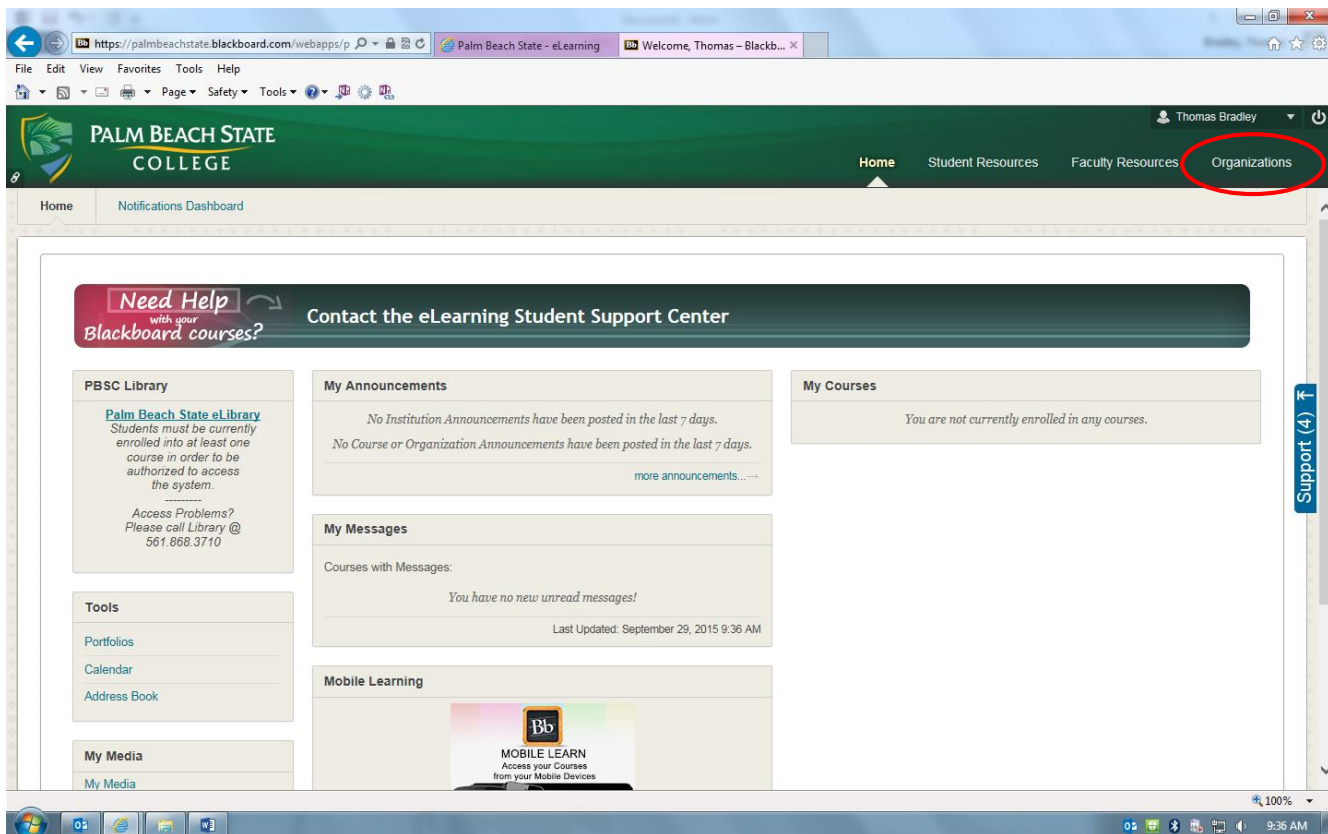
2. Click the Blackboard Log In link on the left.



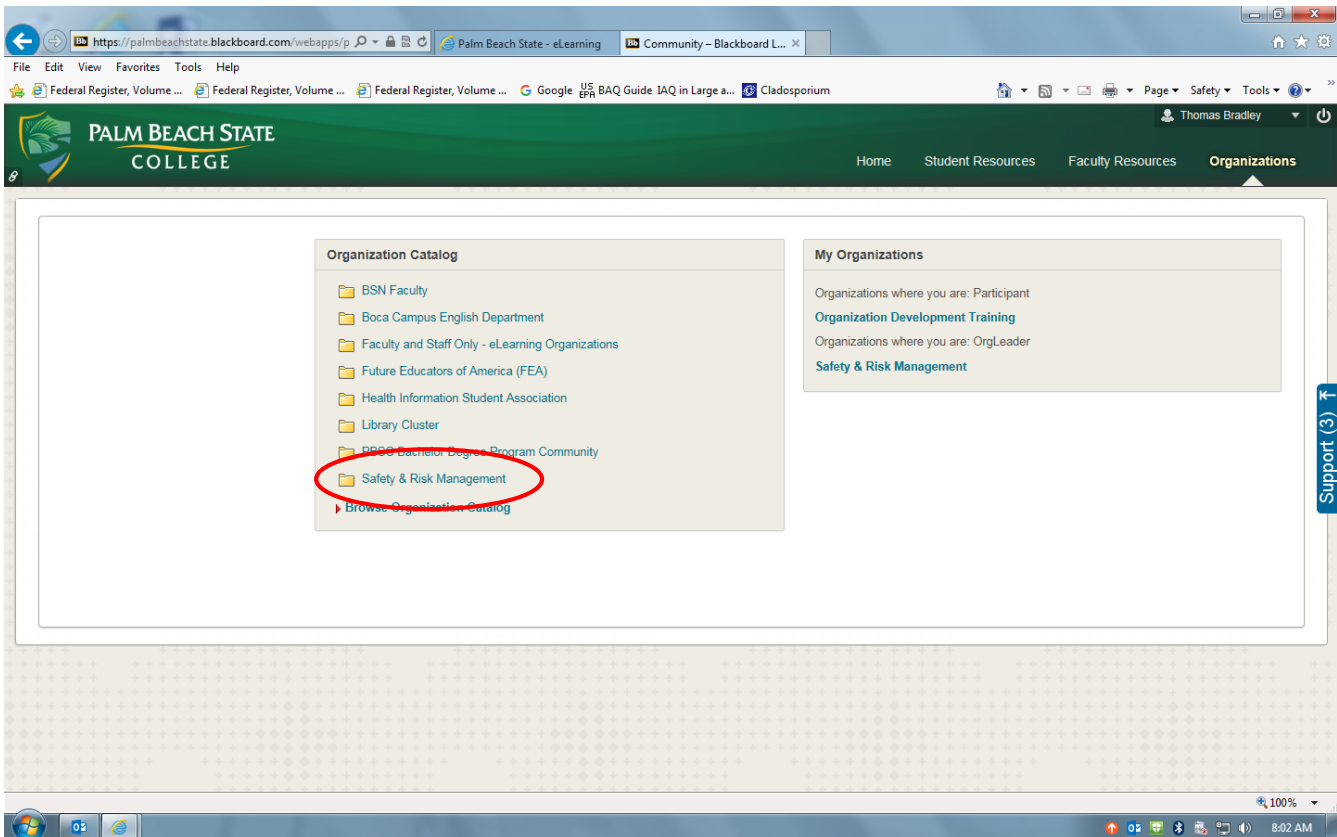
3. Enter username and password, then click the “Login” button.



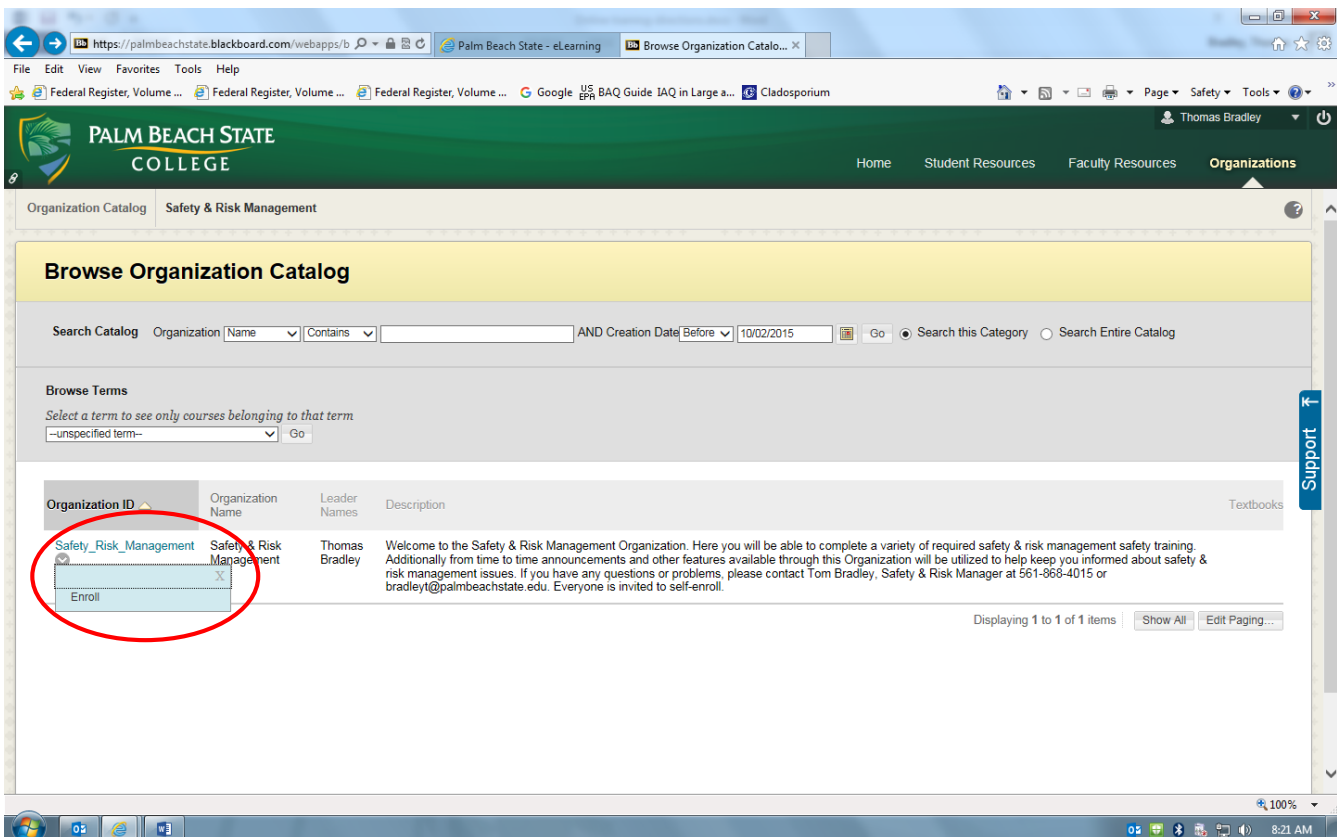
3. Click on the Organizations link at the top right.



4. Click on Safety & Risk Management in the Organization list.



5. Hover mouse over Safety_Risk_Management to reveal down arrow menu, and click “Enroll” to self-enroll in the Organization.



6. Once you click on “Enroll” you should be automatically brought to the Safety & Risk Management Organization Home Page. From there you will see the course list on the left. Click on the course name to begin and follow the directions from there.

The screenshot shows a web browser window displaying the Blackboard eLearning interface. The address bar shows the URL: <https://palmbeachstate.blackboard.com/webapps/b>. The page title is "Home Page - Safety & Risk ...". The browser's address bar also shows several tabs, including "Federal Register, Volume ...", "Google", "US EPA BAQ Guide IAQ in Large a...", and "Cladosporium".

The Blackboard interface features a top navigation bar with the text "Student Preview mode is ON" and buttons for "Settings" and "Exit Preview". Below this is a "Home Page" breadcrumb. The main content area is titled "Home Page" and features the Palm Beach State College logo. To the right of the logo, the text reads "Safety & Risk Management Online Training Site".

On the left side, there is a vertical menu with the following items: "Safety & Risk Management", "Training Courses:", "New Employee Safety Orientation", "Announcements", "Calendar", "Surveys", and "Home Page". The "Training Courses:" section is circled in red, and the "New Employee Safety Orientation" link is highlighted. Below the main content area, there is a welcome message: "Welcome to the Safety & Risk Management Online Training Site. Here you will find our online training course offerings as well as other safety & risk management information that you will find valuable. If you have any difficulties using this site, please contact [Tom Bradley](#), (561) 868-4015 or [Ginny Rizzo](#), (561) 868-4014. See the list of training courses available in the menu at left."

At the bottom of the page, there is a Blackboard logo and copyright information: "© 1997-2015 Blackboard Inc. All Rights Reserved. U.S. Patent No. 7,493,396 and 7,558,853. Additional Patents Pending." There are also links for "Accessibility information" and "Installation details". The bottom of the browser window shows the Windows taskbar with the time 8:28 AM and a 100% zoom level.