

**Risk Management and
Environmental Health & Safety (RMEHS)**

**Cal State LA
Navigating CSU Learn for Student
Safety Training**



Email Sent by Registrars Office



Once enrolled into a course that requires training, student's receive an email

The screenshot shows an email client window with a dark gray title bar containing three colored window control buttons (red, yellow, green) and the text 'New Message'. Below the title bar, the email fields are displayed: 'To: Student's Name' and 'Subject: Fall/ Spring 20## Communication (Trainings)'. The email body contains the following text: 'Dear (Student Name), You are enrolled in [CLASS 1100- 02], which requires a mandatory online safety training course. Please complete the required training course(s) before [Start of Term Date] You will not be able to participate in any class component (LAB, shop, etc.) without completing the required training. Failure to complete the training will delay participation and may negatively impact your grade for this course. Instructions on how to complete the safety training(s) are available on the [Student Safety Training Webpage](#). NO TE: Specific trainings are only required to be completed once per calendar year. Additionally, while multiple classes may require the same Safety Training, completing it once satisfies compliance requirements. Please refer to the Student Laboratory Safety Training Webpage for more information. Sincerely Risk Management, Environmental, Health, & Safety'. At the bottom of the window is a light gray toolbar with a blue 'Send' button, icons for attachments, camera, and emojis, and a trash can icon.

To Student's Name

Subject Fall/ Spring 20## Communication (Trainings)

Dear (Student Name),
You are enrolled in [CLASS 1100- 02], which requires a mandatory online safety training course.

Please complete the required training course(s) before [Start of Term Date] You will not be able to participate in any class component (LAB, shop, etc.) without completing the required training. Failure to complete the training will delay participation and may negatively impact your grade for this course.

Instructions on how to complete the safety training(s) are available on the [Student Safety Training Webpage](#).

NO TE: Specific trainings are only required to be completed once per calendar year. Additionally, while multiple classes may require the same Safety Training, completing it once satisfies compliance requirements. Please refer to the Student Laboratory Safety Training Webpage for more information.

Sincerely
Risk Management, Environmental, Health, & Safety

Send [Attachment Icon] [Camera Icon] [Emoji Icon] [Trash Icon]

Click here

Directed to Safety Training Webpage



Once the link on the email is click you will be directed to the Student Safety Training website.

- » [Please ensure you are logged into your My Cal State LA portal](#)
- » It is recommended to use a laptop or desktop not the app.

STUDENT SAFETY TRAINING

This training is intended for students enrolled in campus activity or laboratory as part of their degree requirements. Please select the college associated with your registered class and complete all the listed training requirements. If you need help identifying a college, please refer to the [Safety Training FAQs](#) under the 'Helpful Links' section at the bottom of the page.



Arts & Letters



Engineering,
Computer Science, &
Technology



Health & Human
Services



Natural & Social Sciences

Frequently Asked Questions (FAQs)



If you need help identifying what college your course is associated with please refer to our frequently asked questions site. Click the drop-down button on the first question and use the chart to identify the college associated with the course.

Safety Training Frequently Asked Questions (FAQs)

Below are some of the FAQs for guidance related to safety training at Cal State LA.

What college is associated with the class I am enrolled in? ▲

Please see the chart below to determine the college you are part of. Look for the course you are enrolled in and view the associated college on the left side of the course number to determine which training to take.

College Name	Course Code
<u>Arts & Letters</u>	<ul style="list-style-type: none">▪ TA 1310▪ TA 1320▪ TA 3000
<u>Engineering, Computer Science, & Technology</u>	<ul style="list-style-type: none">▪ CE 2020▪ CE 2840▪ CE 3140▪ CE 3680▪ CE 3740▪ CE 4140

Directed to CSU Learn



Click the course title to access the student safety training.

Contact Us

Chemical & Hazardous Materials
Purchase Request

Report a Safety Concern

RMEHS Service Request

RSS Help & Guidance

Safety Compliance & Training

Engineering, Computer Science, & Technology Student Safety Training

All Cal State LA students who are enrolled in a laboratory course must complete [all safety trainings](#) listed below. If working with additional hazards, your instructor will provide you with courses that are listed under "Additional Safety Training."

TRAINING REQUIREMENTS

Course Name	Frequency
Engineerg, Computer Science, & Technology (ECST) - Student Safety Training	Annually

ADDITIONAL GUIDANCE

Additional Safety
Training Courses List

Request for RMEHS
Help

Safety Training FAQs

Register for training



Once you have been directed to CSU Learn please register for the training.

The screenshot shows the CSU Learn interface for the 'ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY (ECST) - STUDENT SAFETY TRAINING' curriculum. The page is divided into a header section and a main content area. The header section includes the Cal State LA logo and the curriculum title. The main content area has a sidebar on the left with a list of training modules: '1. CSU - Shop Safety' and '2. Global Safety Principles: Hand and P...'. The main content area also has tabs for 'DETAILS' and 'ACTIVITIES'. Under the 'DETAILS' tab, there are two course listings: 'CSU - Shop Safety' and 'Global Safety Principles: Hand and Power Tool Safety'. Each listing includes a thumbnail image, the course title, and a 'REGISTER' button. A red arrow points to the 'REGISTER' button for the 'Global Safety Principles: Hand and Power Tool Safety' course.

CURRICULUM
ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY (ECST) - STUDENT SAFETY TRAINING

REGISTER

Engineering, Computer Science, & Techn...

1. CSU - Shop Safety

2. Global Safety Principles: Hand and P...


DETAILS **ACTIVITIES**


COURSE
CSU - Shop Safety

SKILLSOFT COURSE
Global Safety Principles: Hand and Power Tool Safety
Skillsoft



Once you have register for the training, please click Start Activity.





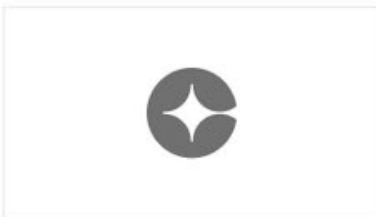
CURRICULUM
ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY (ECST) - STUDENT SAFETY TRAINING

Progress: 0% [START ACTIVITY](#)

Engineering, Computer Science, & Techn...


- 1. CSU - Shop Safety
- 2. Global Safety Principles: Hand and P...

DETAILS **ACTIVITIES**



COURSE
CSU - Shop Safety
REGISTERED

[START](#)




SKILLSOFT COURSE
Global Safety Principles: Hand and Power Tool Safety
Skillsoft
REGISTERED

[START](#)

[DONE](#)





Once you have completed the first module, please Resume Activity



Engineering, Computer Science, & Technology
(ECST) Student Safety Training

CURRICULUM
ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY (ECST) - STUDENT SAFETY TRAINING



Progress: 50%

RESUME ACTIVITY


Engineering, Computer Science, & Techn...

1. CSU - Shop Safety

2. Global Safety Principles: Hand and P...

DETAILS


ACTIVITIES






COURSE

CSU - Shop Safety

ATTENDED

 Attempt history







SKILLSOFT COURSE

Global Safety Principles: Hand and Power Tool Safety

Skillsoft


REGISTERED



START



Congrats! You have completed the first module! Click the 3 dots to access your Diploma (Certificate of Completion)



Engineering, Computer Science, & Technology
(ECST) Student Safety Training

CURRICULUM

ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY (ECST) - STUDENT SAFETY TRAINING


ATTENDED

Progress: 100% [REGISTER AGAIN](#)

[Attempt History](#)

Engineering, Computer Science, & Techn...
1. CSU - Shop Safety
2. Global Safety Principles: Hand and P...

DETAILS **ACTIVITIES**




COURSE

CSU - Shop Safety

ATTENDED

[Attempt history](#)



SKILLSOFT COURSE

Global Safety Principles: Hand and Power Tool Safety

Skillsoft

ATTENDED

[Attempt history](#)



Congrats! You have completed the first module! Click the 3 dots to access your Diploma (Certificate of Completion)

The screenshot displays a user interface for a course titled "ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY (ECST) - STUDENT SAFETY TRAINING". The course status is "ATTENDED". A progress bar indicates 100% completion. A "More actions" menu is open, showing options: "Diploma", "Add To Playlist", "Manage Assignments", and "Print". A red arrow points to the three-dot menu icon. The interface also shows a list of activities under the "ACTIVITIES" tab, including "1. CSU - Shop Safety" and "2. Global Safety Principles: Hand and Power Tool Safety".

CURRICULUM
ENGINEERING, COMPUTER SCIENCE, & TECHNOLOGY (ECST) - STUDENT SAFETY TRAINING
ATTENDED

Progress: 100%

More actions

- Diploma
- Add To Playlist
- Manage Assignments
- Print

Attempt History

Engineering, Computer Science, & Techn...

1. CSU - Shop Safety

2. Global Safety Principles: Hand and P...

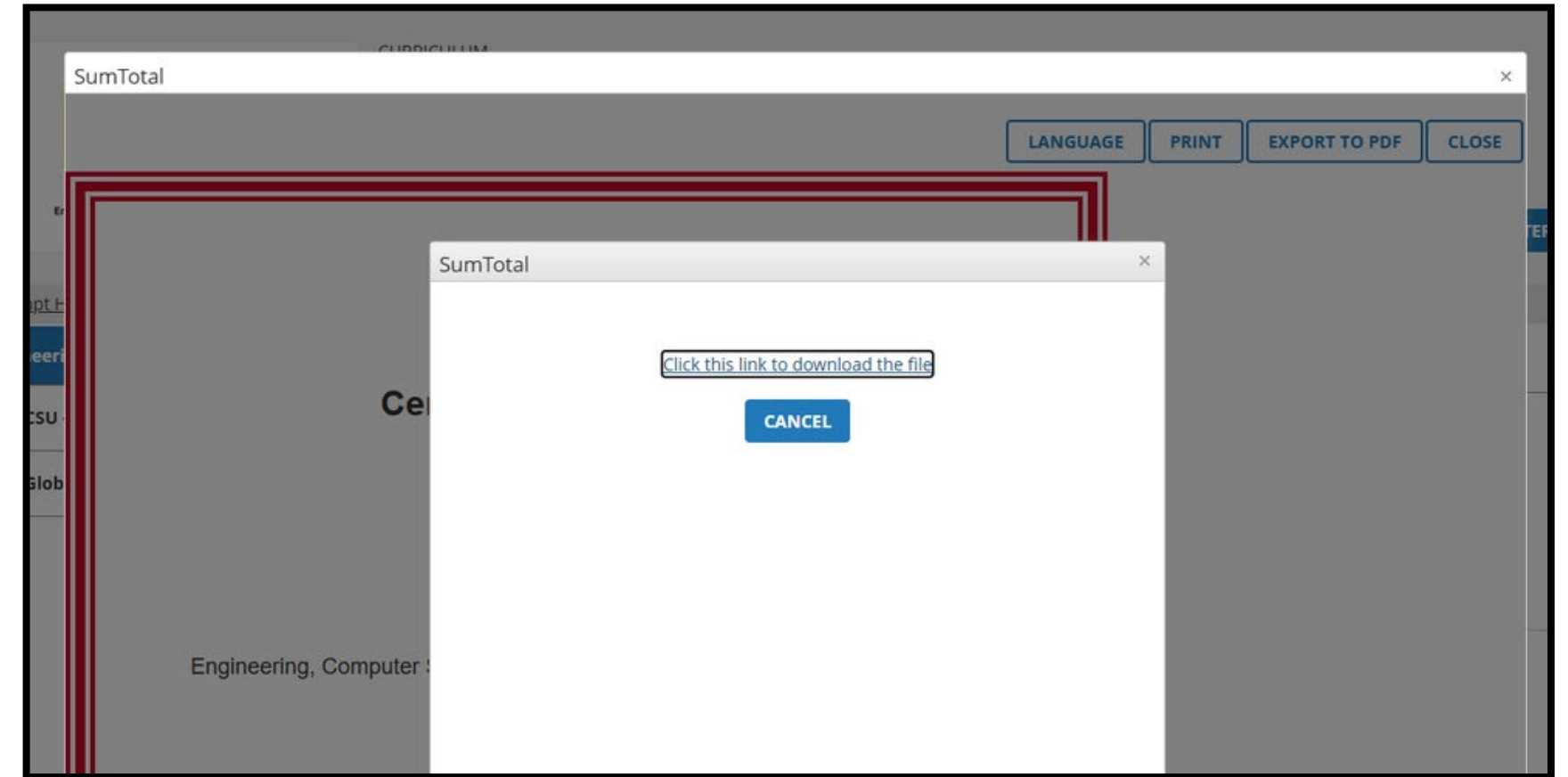
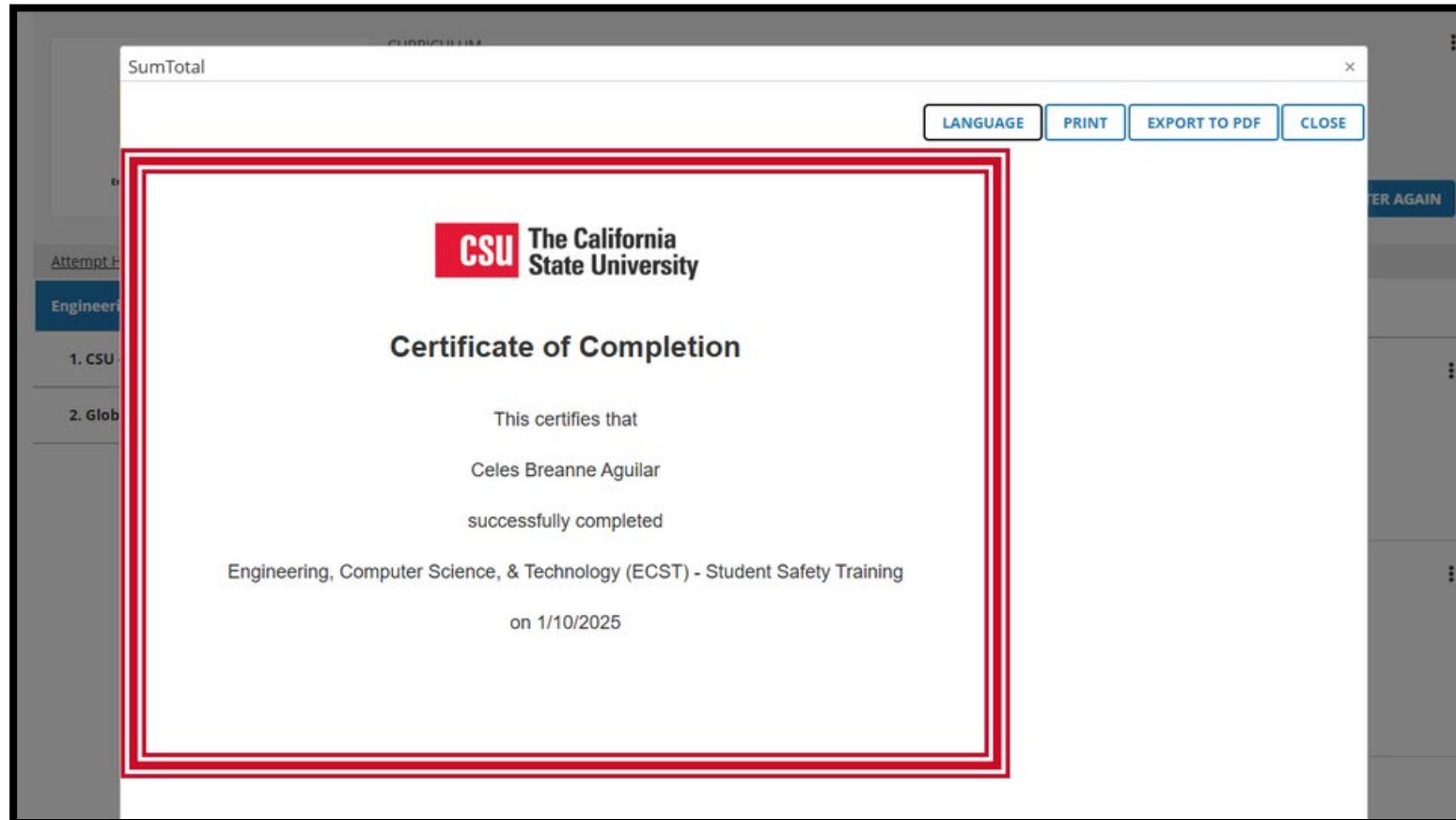
DETAILS **ACTIVITIES**

COURSE
CSU - Shop Safety
ATTENDED
[Attempt history](#)

SKILLSOFT COURSE
Global Safety Principles: Hand and Power Tool Safety
Skillsoft
ATTENDED
[Attempt history](#)



Download and save for your records!



ALL DONE!



Contact Us

Risk Management Environmental Health & Safety

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