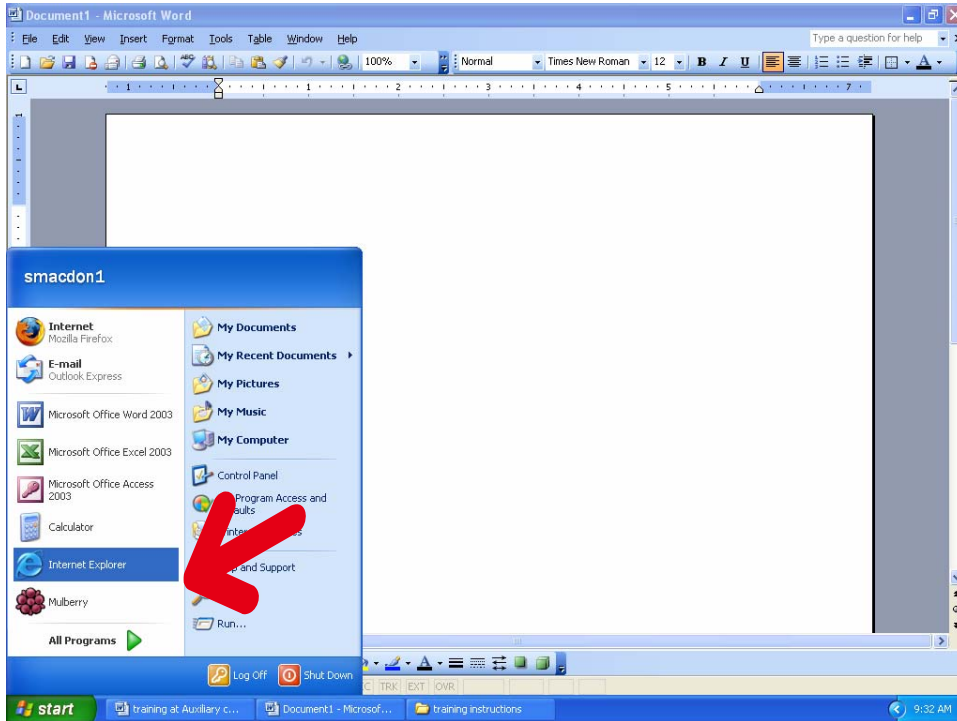



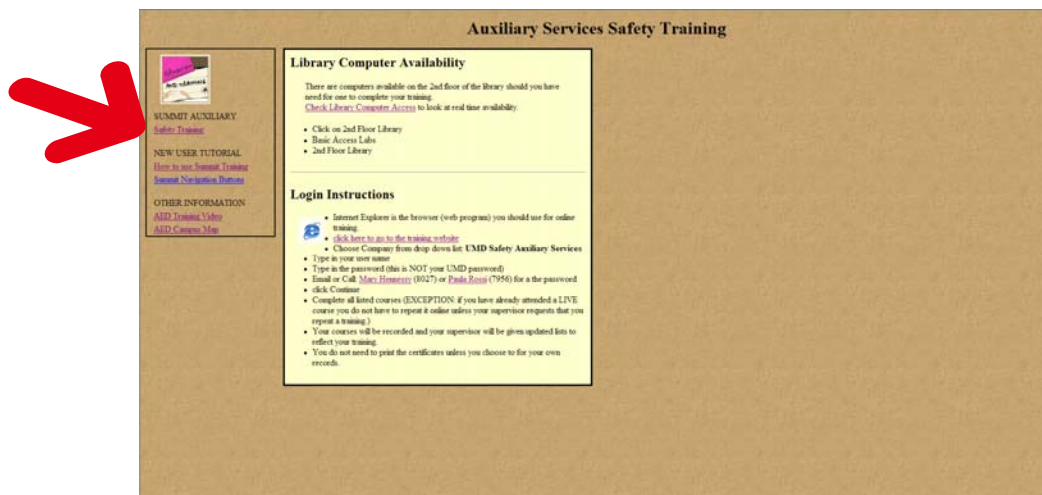
Instructions for Completing Auxiliary Safety Training

You must use Internet Explorer  as the browser to do this training. You can either find it on the desktop or in the start menu.



From the [Auxiliary Services](#) web site

1. Click on the  Education and Training icon.



2. Now click the words “[Safety Training](#)” on the left (*this takes you to the Summit Training website*)

3. Select **UMD Safety Auxiliaries** in the Company Name field your screen should look like this

trainingweb.com

Login

Directions: Complete the fields and click Submit.

Company Name: UMD Safety Auxiliary Services

Login:

Password:

[Forgot Password](#)

4. Enter your x.500 username
5. Enter the special password for training
If you need help contact Paula (7956) or Mary (8027)
6. After entering your information click on **Login** your screen will look like this
7. Click **confirmed**
- 8.

trainingweb.com

User Confirmation

Directions: If the information below is correct, click the **confirmed** link to go to the Course Selection screen. If the information is incorrect, please click the **back to login** link to return to the Login screen.

Name: Student Student

Company: UMD Safety Auxiliary Services

Location: Office

Department: Paula Rossi

SubDepartment: Student

[back to login](#) [confirmed](#)

9. Click **Continue**

10. Click on the link for the course you are assigned to take.
11. Notice **MERTKA**: *you must complete the 4 Courses listed and then the Library Final Quiz becomes available and must be completed to get credit for MERTKA.*

trainingweb.com

Course Selection

Directions: Click on the course you wish to take.

Assigned Libraries	
MERTKA	
* Bloodborne Pathogens	Not Started
* Hazard Communication	In Progress
* Hearing Safety	Not Started
* Heat Stress	Not Started
Library Final Quiz - MERTKA	Not Avail

Individually Assigned Courses	
Back Safety	Not Started
Fire Safety	Not Started
Lifesaving Measures	Not Started
Slips, Trips, & Falls	Not Started

12. Each Course has several lessons. *All lessons must be completed to take the quiz and get credit for completing the Course.*

trainingweb.com

Back Safety

MAIN MENU

Basic Awareness	How Your Back Works	Posture
Body Mechanics	Lifting & Moving Loads	Physical Condition

Select one of the topics above to learn more.

Navigation Buttons and what they do.

The screenshot shows a training module interface. At the top left, it says 'trainingweb.com'. On the right, the title 'Back Safety' is displayed in green, with 'BASIC AWARENESS' underneath it. A red arrow points to this title. On the left side, there is a vertical navigation bar with several icons: a speaker, a question mark, 'abc', a checkmark, an envelope, a house, and a close button. The main content area has the heading 'Who is at Risk?' followed by text: 'Back injuries occur more frequently than any other work-related injury. They can affect anyone – no matter your age or the type of job you perform. You can be injured just as easily in the office as you can in an industrial setting. Injuries can occur on or off the job.' Below this text is a photograph of a person in a pink shirt working in an industrial setting. At the bottom of the content area, it says 'Click the FORWARD arrow on the right to continue.' and '3 of 17'. On the right side, there are three navigation buttons: a left arrow, a refresh/circular arrow, and a right arrow.



Click Sound On/Off



Help



Back



Glossary



Replay



Check Scores



Forward



Messages

Back Safety

Click the title to return to the Course List



Return to Lessons



Close