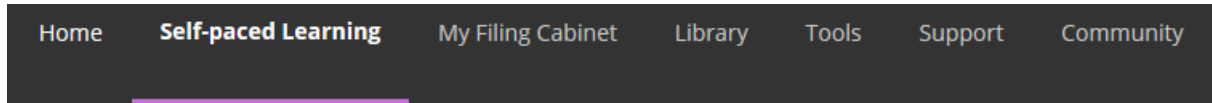


Guide to completing Basic Safety Training e-module

(Please contact Can Yu/ Vijitha if you face trouble accessing the module)

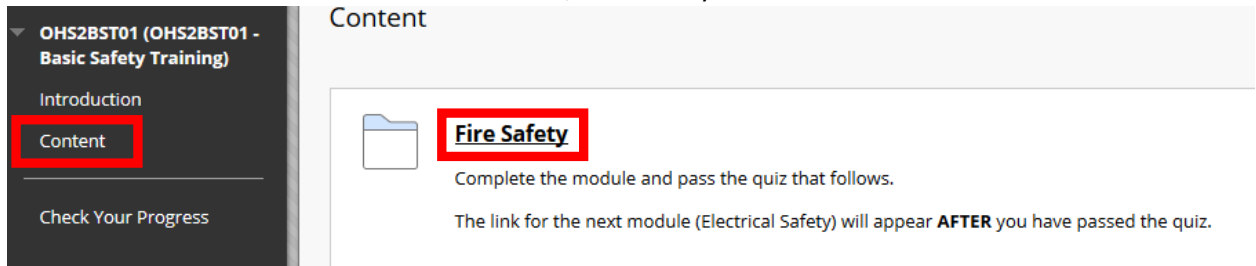
1. Login to NTULearn. <https://ntulearn.ntu.edu.sg/>
2. Click on the 'Self-paced learning' tab.



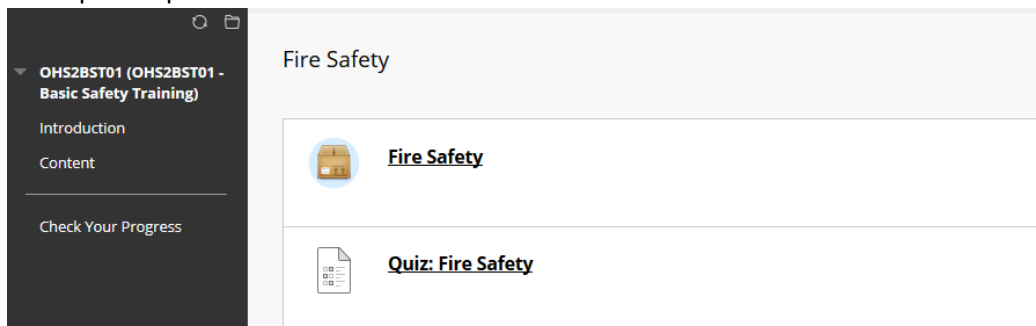
3. Under **OHSE Courses**, click on OHS2BST01 Basic Safety Training



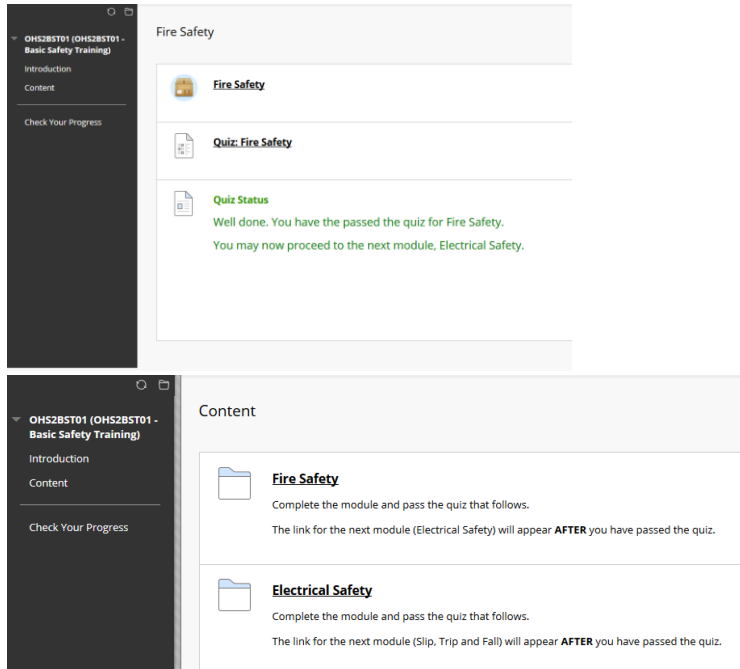
4. Follow the instructions on screen. Click on 'Submit', followed by 'OK'
5. Click on 'Content' and then on the first module, 'Fire Safety'.



6. The link to the Quiz will only appear after completing the module. Click on Quiz: Fire Safety to attempt the quiz for this module.



7. When you pass the Quiz, the link to the next Module will be available under 'Content'. Please proceed to do the next Module.



8. There are **5** modules to complete (Fire Safety, Electrical Safety, Slip, Trip and Fall, Manual Lifting, Office Ergonomics). You do not need to do all the modules at one go.
9. If you have completed all 5 modules, you should see this.



Course Completion

Congratulations!

You have completed the entire course.
