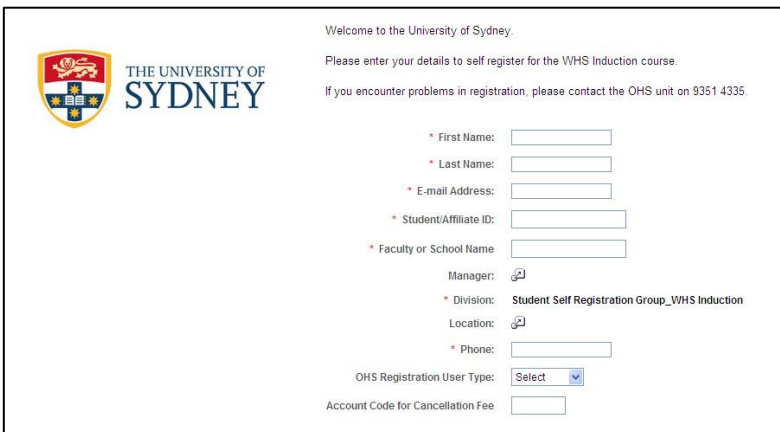


NON EMPLOYEE (Research Students, Affiliates, Contractors, Volunteers) – HOW TO GUIDE

1. Register

- Go to WHS training website <http://sydney.edu.au/whs/activities/training.shtml>
- Click the self-register link on the right-hand side
- Follow the instruction and enter your details
- Click Submit



Welcome to the University of Sydney.

Please enter your details to self register for the WHS Induction course.

If you encounter problems in registration, please contact the OHS unit on 9351 4335.

THE UNIVERSITY OF SYDNEY

* First Name:

* Last Name:

* E-mail Address:

* Student/Affiliate ID:

* Faculty or School Name:

Manager:

* Division: Student Self Registration Group_WHS Induction

Location:

* Phone:

OHS Registration User Type:

Account Code for Cancellation Fee:

2. Log in

- An auto generated Username e.g. OHS9000002 will appear
- Enter your Password and confirm your Password
- You will receive an email regarding your Username
- You will need the Username and your registration Password to login: <https://sydney.csod.com/>
- Once you have logged in simply type "**whs induction**" in the search field in the top right corner of the screen - click on the name of the course and click "launch" to start your course..



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UserName:

Password:

[Forgot Password?](#)

For Staff login to CareerPath please click

3. After Course Completion

- Click **View Your Training Record**;
- Click "**Completed**" menu to display the WHS induction course that you have completed;
- Click "**Print Certificate**" to print a Certificate of Attendance;

Progress Details - Windows Internet Explorer

https://sydney.csod.com/LMS/UserTranscript/OnlineClassView.aspx?toId=e66edc36-67d3-48d1-9be5-f18ad7d9898c&user_id=~~~~AzspuAeOGfQ%3d

File Edit View Favorites Tools Help

Google



Progress Details

Move to Archived Training Record

Training Details

Training Type: Online Course
 Provider: Work Health and Safety
 Version: 2.0
 Training Hours: 0 hours 0 Min
 Description: All staff, affiliates and research students are required to complete the University's Work Health and Safety (WHS) induction. This online induction package will take no longer than 30 minutes to complete and will introduce you to the University's health & safety management system. You will also receive a more specific face-to-face induction within your workplace.
 Due Date: None
 Certificate: Print Certificate
 Training Contact: Work Health and Safety 9351 4335

TRAINING PROGRESS

Progress:  100% (1 of 1 units complete)
 Last Accessed: 02/08/2012
 Total Views: 3
 View Time: 0 Hour(s) 7 Minute(s)
 Status: Completed
 Modules: 

Approval history

[Back](#)

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start | Internet | 100%

Inbox - Microsoft Out... | Careerpath | Non employees_How... | Progress Details - Wi...



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Certificate of Attendance

This is to certify that

has completed a training session on

Work Health and Safety Induction

Provider: Work Health and Safety

Date: