**Chem 107L Online Safety Training:**

**Instructions for the UC Learning Center (UCLC)**

*As part of continual efforts by the Department of Chemistry to improve your laboratory experience and education, an enhanced safety module has been added to Chemistry 107L. This program will provide extensive online and hands-on laboratory safety training and provide you with a safety qualification certificate valid for three years.* ***This program is deemed so important that it is now a degree requirement.***

*Online UCLC training (Hazardous Waste & Laboratory Safety Fundamentals) must be completed before attending the hands-on training discussion during the first week of Chem 107L. (The hands-on training requires the enrollment in and attendance of a one-time discussion section scheduled for Thursday or Friday of the first week of Chem 107L.) Failure to complete any part of the training will result in an "Incomplete" grade in Chem 107L.*

* **For students who have taken Bio Sci 194S or worked in the Chemistry Department’s stockrooms:** You have already completed the online part of the training.*Reactivate your account by re-registrating according to the instructions in steps 1-5 below. You do not need to repeat any of the training, the re-registration makes your completion record visible the course instructor.*
* **For most other students:** If you are *not* a current UCI student employee and have never registered with the UC Learning Center, *complete steps 1-9 below.*
* **For a few students:** If you *are* a current campus employee *or* you've registered for the UC Learning Center before, you should already have access to the system. *Complete steps 7-9 below.*
* Please note -- student accounts generally expire after three months. If you requested access previously, you will need to reactivate your account by following steps 1-5 below.

*Registration Procedure (DO NOW!!!):*

1. Go to <http://uclc.uci.edu/> NOW.
2. Under STUDENT & AFFILIATE ACCESS, click on “Student & Affiliate Access Request Form”.
3. Enter your UCInetID and password.
4. Choose Chem 107 Student. (See page 2 for screen image.)
5. Click “Submit”.

*Registration Procedure:*

1. The Chem 107L training modules will be available on **Friday (12/18/15)**. You may not be able to view the training modules prior to that date.
2. Log in to the UC Learning Center at <http://uclc.uci.edu/>
3. Click on “LOGIN” on the right side of the screen. Enter your UCInetID and password.
4. Click on “Assigned Training” to view your required training. (The training modules you are required to take are *Laboratory Safety Fundamentals* and *Hazardous Waste*.)

**The preferred browsers for the best user experience are as follows:**

**PC:** IE up to version 11
Firefox 30 (newer versions not officially supported, but have worked well)

**Mac:** Firefox

Safari up to version 7 (at this time, version 8 does not work well)

Google Chrome is a supported browser, HOWEVER, issues have been reported where the course is not being marked as completed. Suggest using the other supported browsers.

Log in step #4.

