Follow these steps to complete on-line training...

Must complete all steps to receive participation credit, thank you.

- 1. Register: CALS OEH Registration Web Site Other Trainings
 - Follow this link: <u>https://oehwps.cals.cornell.edu/</u> then click on "Other Trainings" in top toolbar
 - Log-in with Cornell two-step log-in
 - Choose training and register



 A "Registration Form" will open. If you have submitted a signature for a CALS OEH training in the past check the box "Use Signature on File to Register for this Workshop" and SUBMIT



- When you submit you will receive an e-mail confirmation that you are registered
- A pop-up window will appear with the links to the video, Qualtrics quiz and to submit signature

Tractor Safety Training		×
Fhank you for registering for the Annu	Il OSHA Tractor Safety Training Workshop!	
n order to complete your training, plea	e watch the video at this link: Annual OSHA Tractor Safety Training Video	
And then fill out this short questionnai	e (netid and password required): Annual OSHA Tractor Safety Training Questionnaire	
astly, submit your signature on <u>this we</u>	osite's home page to be properly counted as having "attended" this training.	
We will receive an email when you comp	lete the questionnaire and will mark your training as successfully completed if your answers are satisfactory and you have submitted your sign	ature.
Jn-register and re-register for this train	ing if you wish to see this dialog again.	

- this window can stay open when completing each step (recommended) or it can be closed
- if you close the window before completing the training go to the CALS OEH Registration web site "Home" page (click on the house)

Occup	ational and Envir	ronmental Health	OEH Workshops
Â	WPS Trainings	Other Trainings	Resources

 You will see the training and in the "Resources" section there will be an "Information/Resume" tab- click on it

Information/Resume

Your training window will open again, and you can resume where you left off.
This can be repeated until you have completed the training

2. Watch Video:

- Start
- Full screen- click 2 arrows
- Closed Captions- click cc



3. Successfully Complete Quiz:

Be sure to fill in your name and Net ID or you will not get credit for completing

Cornell University	
Enter your name and Net ID here:	

- At least 7 of the 10 questions must be answered correctly to receive a passing score ^(C)
- Click grey box with arrow, bottom right of screen to get your score and submit

Don't forget to submit at the end!

Cornell University	
You have completed the quiz you score is9 If y	ou did not receive a 7 you did not pass
Yeah! 9 right, pas	ssing

4. Submit Signature:

- Go to Home page (click little house on top left toolbar)
- Click on "Submit My Signature"
 - must be logged in with the Cornell two-step log-in to submit
 - draw your signature in the box using your mouse
 - when successfully submitted a green box appears under "My Registrations" telling you so. It won't stay long. It can also be verified when "Submit My Signature" changes to "Edit My Signature" (yes, you can edit but be sure to submit)
 - your signature then goes on the training roster

WPS Trainings	Other Trainings	Resources	Mana	ge Reports	Settin
Submit Your Signature	•				×
Draw your signature he	ere:			[7
				~	
		Undo last stroke		Submit	Cancel
us 🔺 Title	Description	Location Category Start En	d Handout(s)	Atte	ended

	Cornell University		Search Come	d 90
N	OEH Workshop Registration Application		Aimee Ben	nadette Andersen
	MPS Trainings Other Trainings Resources		Repor	rts Settings
	Welcome to the College of Agriculture & Life Sciences (CALS) Health (OEH) Training Registration Website!	Occupation	ironmo	ental
	Here you will find the training opportunities offered by CALS OEH throughout the year applicators, faculty, staff, and students. Some of the trainings include annual pesticide seminars, special topics, and Federal Worker Protection Standard (WPS) Certification	The trainings applicator a	inell pesticide	e safety
	To register and/or to find out more information click one of the 'Trainings' tabs above. Pre-registration is requested and required for some training events.		5	
	My Registrations	Edit My Signature	Print My WPS Card	Download
	Show 10 - entries		Search	

- 5. Verify training was completed:
 - Your completed CALS OEH trainings can be viewed by:
 - logging on the <u>CALS OEH Registration Web Site Home page</u>
 - Give us a few days to confirm and accept your completion



NOTES:

- Once you have completed all the steps and have confirmed your training was completed do not re-register again unless you plan to complete all parts the training again
- The "Information/Resume" tab will go away when you have been marked attended for the training

Good Job! Thank you for completing the CALS OEH On-line Training!

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