

## **LABORATORY SAFETY ONLINE TRAINING INSTRUCTIONS**

The department of Environmental Health, Safety and Risk Management provides **Laboratory Safety Training** online through UT System's Learning Management System (LMS)- Safety Skills: Work Smarter.

Instructions to complete the UTRGV Laboratory Safety Training:

1. Email [EHSRM@utrgv.edu](mailto:EHSRM@utrgv.edu) to request Laboratory Safety Training and include date needed by.
2. You will be notified via email once you are set up in the UT System LMS and will receive additional emails for each training assignment also from UT System.
3. Log on to UT System's LMS with your UTRGV email and password: [LMS - Sign In \(inclassnow.com\)](#)
4. You may be prompted to reset your password if this is your first time accessing the LMS.
5. Click on the My Trainings tab.
6. Complete the 9 laboratory safety training modules listed under Current Training.
  - a. The University of Texas System Laboratory Safety training Online Course: Unit 1. Introduction to Laboratory Safety
  - b. The University of Texas System Laboratory Safety training Online Course: Unit 2. Hierarchy of Controls
  - c. The University of Texas System Laboratory Safety training Online Course: Unit 3. Hazard Communication
  - d. The University of Texas System Laboratory Safety training Online Course: Unit 4. Chemical Safety
  - e. The University of Texas System Laboratory Safety training Online Course: Unit 5. Biosafety
  - f. The University of Texas System Laboratory Safety training Online Course: Unit 6. Physical Safety
  - g. The University of Texas System Laboratory Safety training Online Course: Unit 7. Hazardous Waste
  - h. The University of Texas System Laboratory Safety training Online Course: Unit 8. Laboratory Spill and Exposure Response
  - i. The University of Texas System Laboratory Safety training Online Course: Unit 9. Final Review
7. A certificate will be generated for you within the LMS for each completed module.
8. Contact [Michelle.Guglielmo@UTRGV.edu](mailto:Michelle.Guglielmo@UTRGV.edu) with any questions regarding this process.

For more information about Laboratory Safety, please visit the following UTRGV website:

<https://www.utrgv.edu/ehsrn/programs/lab-safety/index.htm>

**Note: Do not use a cell phone or tablet to complete this online training. Make sure you have a secure internet connection when viewing the material. Ensure that your browser (Google Chrome, Firefox, etc.) is the latest version and that your browser history has been recently cleared. Disable popup blockers.**

We can batch enroll students if you send [EHSRM@utrgv.edu](mailto:EHSRM@utrgv.edu) the following information on an Excel sheet:

- First Name
- Last Name
- Email Address
- Department
- Due Date