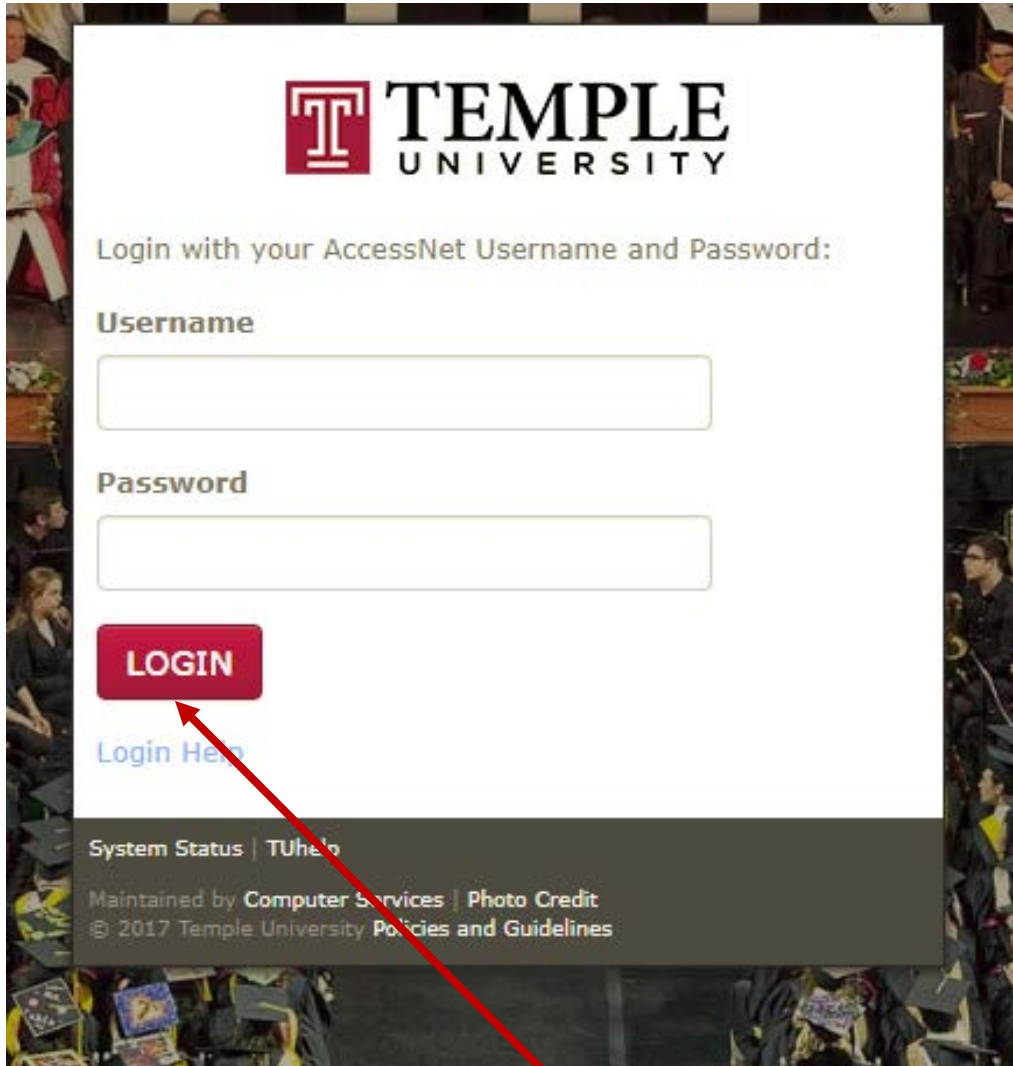



How to Enroll in an EHRIS Online Course

1. Go to www.temple.edu/ehrs/onlinetraining.



 **TEMPLE**
UNIVERSITY

Login with your AccessNet Username and Password:

Username

Password

LOGIN

[Login Here](#)

[System Status](#) | [TUhelp](#)

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2. Enter your “Username” and “Password”, and hit “Login.” **Please note:** They are the same “Username” and “Password” used to login into your email or TuPortal.

The screenshot shows a 'Training Registration' form with the following fields:

- ID Number (Required)
- OR-
- No ID Number (dropdown)
- First Name (Required)
- Last Name (Required)
- Phone #
- Email (Required)
- Department (dropdown)
- Start Date (calendar icon)
- Worker Type (dropdown)
- Supervisor

Buttons at the bottom: Reset Form, Cancel, Continue.

If you are prompted to complete the “Training Registration” form, it means that EHRM does not previously have you in their database. Your “Username” and “Password” allowed you to enter the Learning Management System; but the completion of the Training Registration form will create a profile for you in the database, along with a training history (after completing an online training(s)). **Please provide your TUID number (please enter ONLY your 9 digit TUID number), your first name and last name, e-mail address, phone number, and Worker Type (if you aren't sure, select OTHER from the drop-down menu).**

Web Based Training Courses		
Drag a column header and drop it here to group by that column		
	Course #	Description ↑
Select	ABP	Airborne Pathogens
Select	AXR	Analytical X-ray Users Training
Select	BBP	Annual Bloodborne Pathogens
Select	BBP/ATH	Annual Bloodborne Pathogens for Athletic Trainers
Select	BBP/LAB	Annual Bloodborne Pathogens for Lab Workers
Select	CWT/SA	Annual Chemical Waste and DOT Security Hazardous Materials
Select	CWT/ART	Annual Chemical Waste and DOT Security of Haz. Mat. for Tyler School of Art
Select	GAR	Annual Radiation Safety Training (formerly General Annual Radiation Safety Course)
Select	BRS	Basic Radiation Safety
Select	BIOWAS	Biohazardous Waste Training
Select	BIO	Biosafety
Select	CMHYG	Chemical Hygiene
Select	CONTROL	Controlled Substances

3. Scroll through the course catalog and “Select” the appropriate training course.
4. You will be directed to the “Welcome message” of the selected course.

[Welcome message](#)
 Section 1

[Course Navigation Instructions](#)
 Section 2

Welcome message

Welcome to th

5. “Course Navigation Instructions” can be found by clicking on the button.