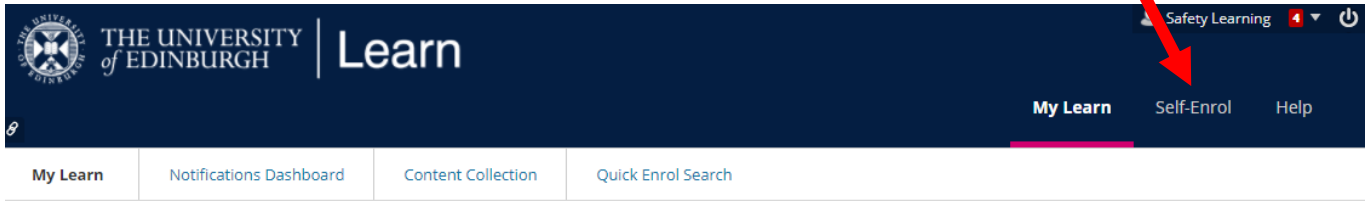




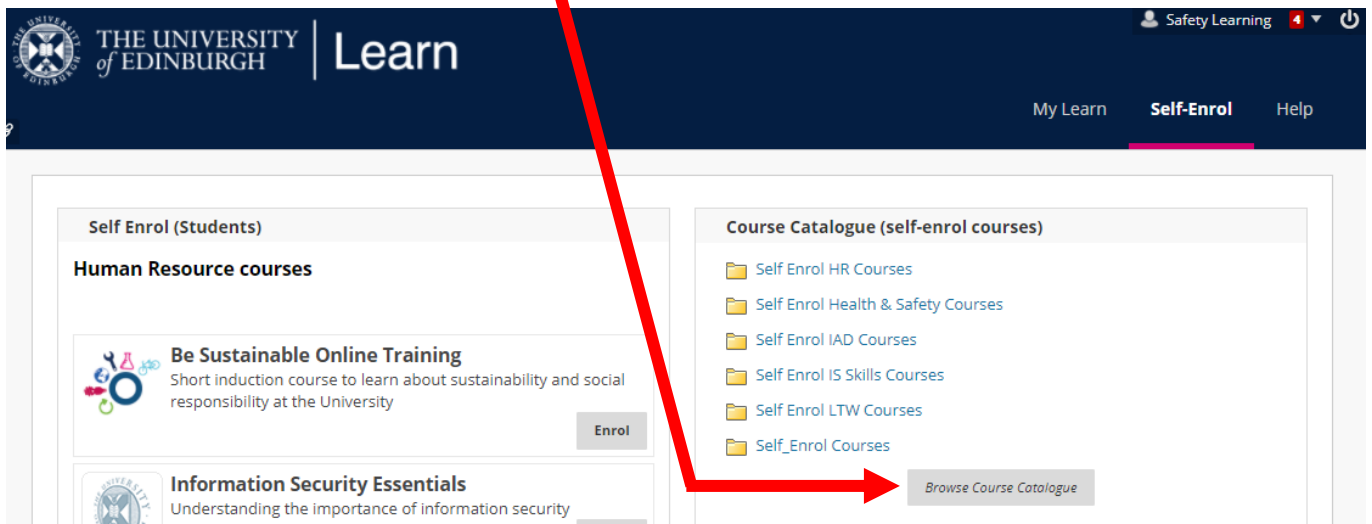
Biological and genetic modification safety

The “Biological and genetic modification safety” course is a “Self-Enrol” course.

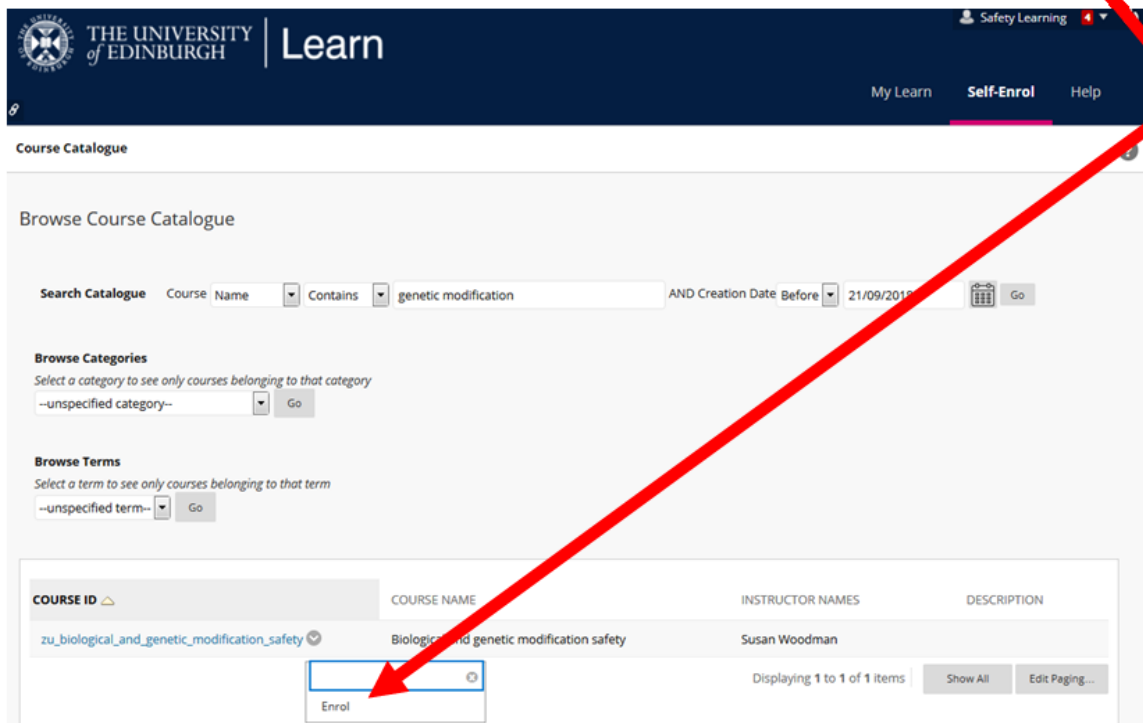
To find the course, log into Learn (www.learn.ed.ac.uk) with your EASE details. If you have not previously enrolled in the course and it is not showing in your list of “My Courses”, please click on the “Self-Enrol” tab in the top right hand corner.




You may now click on “Browse Course Catalogue”.



Search Catalogue “Course Name” “Contains” and type in “genetic modification” and press Go (on right hand side of top line). Hover over the end of the course name and an arrow will appear – click on it and then click on “Enrol”.



The course will look like this.

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Instructions

This training course is about biological and genetic modification safety at work.


The objectives of the course are to help you understand the broad general legal requirements and provide information about risk assessments and containment and control measures for work involving biological materials, biological agents and genetically modified organisms.

The course is divided into four sections: (1) introduction; (2) biological agent risk assessment; (3) genetically modified organism risk assessment; and, (4) containment and controls.

Please view all of the training videos before completing the quiz.

You **MUST** mark each training video as reviewed. Please click on "Mark Reviewed" once you are finished each section. This will change the status to "Reviewed" and release the next part of the course. Failure to do so will results in the course being incomplete.

Once you have passed the quiz, you will be able to access/print the training slides/notes and a certificate, if required.



Groups


To access the course materials, you must self-enrol to the Group relevant to your work area. Please take care to enrol in the correct Group.

To enrol in a Group, please click on the "Groups" menu item to the left, or on the "Groups" title of this section.

Once you have done this, you will get access to the course materials by clicking on the "Home" button in the left hand menu.

Failure to enrol in a Group will mean that you cannot see the course materials.

To access the course materials, YOU MUST ENROL IN A GROUP which reflects where you work in the University. If you do not enrol in a Group, you will not be able to view the course. To join your Group, either click on the “Groups” header or the menu item in the left menu.

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You will now see this screen. Click on [View Sign-up Sheet to Join a Group](#) to select the Group Set where you work.

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Groups

College of Arts, Humanities and Social Science

View Sign-up Sheet to Join a Group

College of Medicine and Veterinary Medicine

View Sign-up Sheet to Join a Group

College of Science and Engineering

View Sign-up Sheet to Join a Group

Corporate Services Group

View Sign-up Sheet to Join a Group


Information Services Group

View Sign-up Sheet to Join a Group

University Secretary's Group

View Sign-up Sheet to Join a Group

This is an example of the screen you will now see (will differ by Group Set), which shows all of the Groups within your selected Group Set. You should recognise names in the Group where you work (this example shows “Group Members : None” but in the live course, there will be names of your colleagues here.) Click on [Sign Up](#) to join the Group.

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Sign-Up Sheet

Sign-Up Sheet Name: Group Sign Up Sheet

Sign-Up Sheet Instructions:
College S&E, College Office

Group Members : None

Sign Up

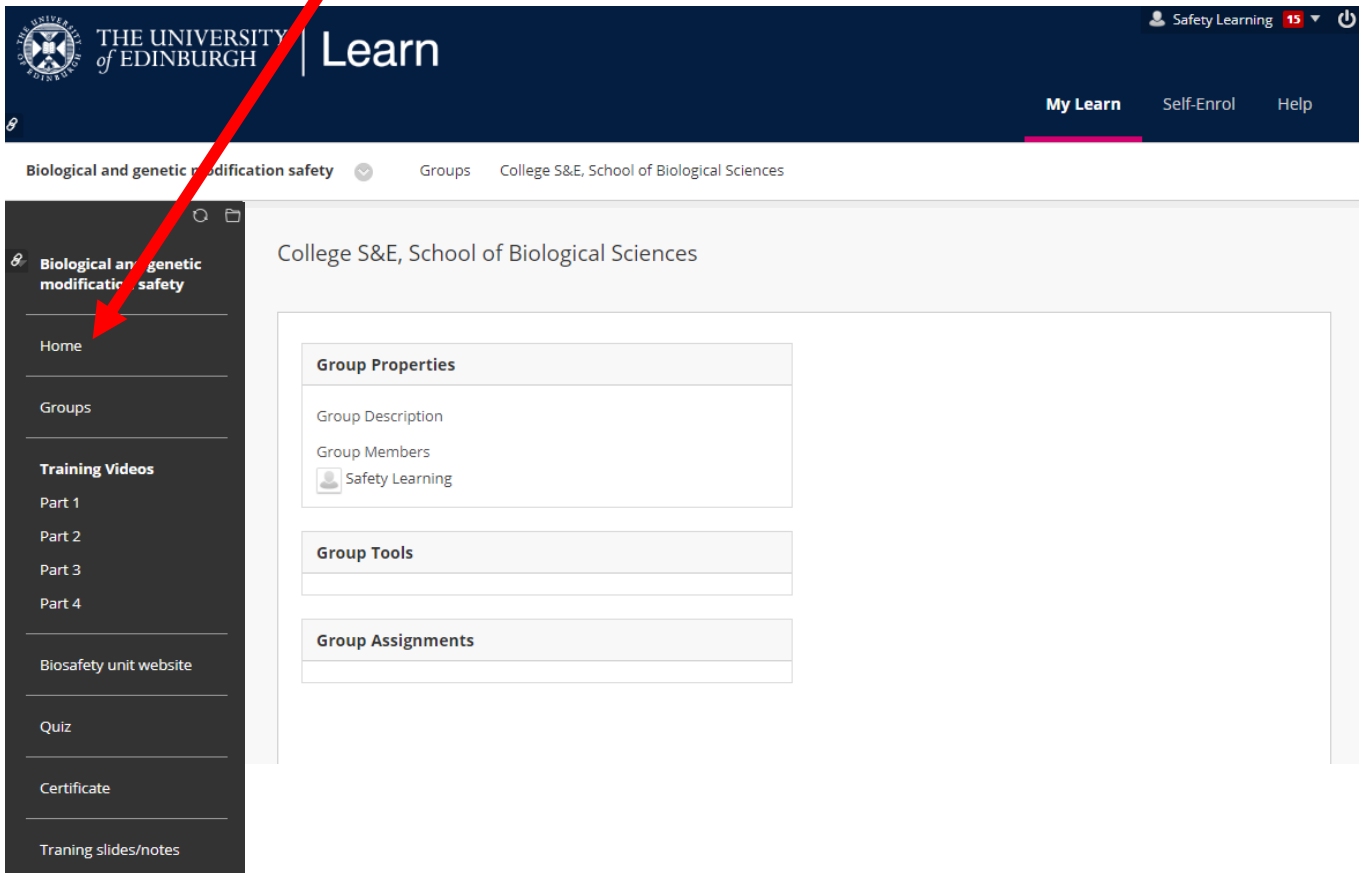
College S&E, School of Biological Sciences

Group Members : None

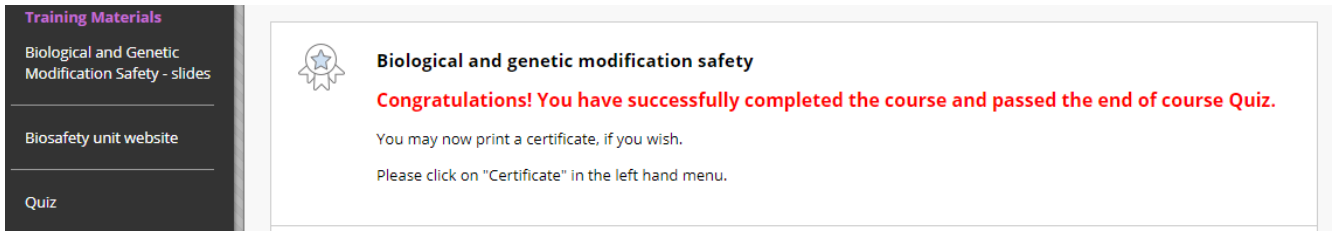
Sign Up

College S&E, School of Chemistry

You will now see this screen, which will list everyone in your Group, including yourself. Please now click on “Home” in the left hand menu and the course materials will appear.



The training videos for this course will appear, when you click on “Home”. Once you have watched all four training videos, you may take the end of course Quiz. This is a test of 20 random multiple choice questions. To pass the test, you must score 15 or over out of 20 (75%+). The course is not considered complete until you have passed the test. If you pass, you will see the message below appear on your screen, and you will now be able to print off a certificate*.



The slides/notes will also now become visible and will be available to print, should you wish to do so. These may be a useful resource to keep, but you may revisit these at any time in the future. There is also a link to helpful documents on the Biosafety Unit’s website which may be visited.

If you do not pass, you may resit the test again, with other randomised questions, until you reach the pass level.

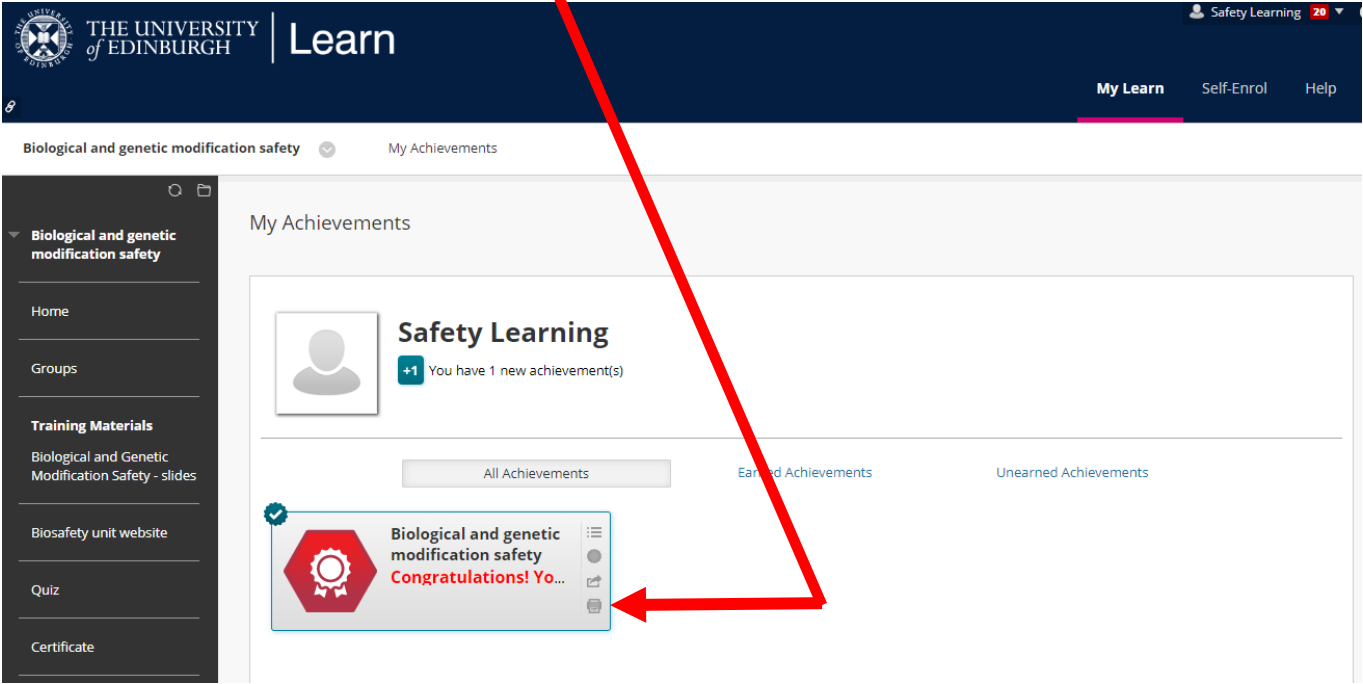
If you have any problems with the course, please email safetylearning@ed.ac.uk.

NOTE
Browsers can make a difference. We recommend that Learn courses are viewed in up to date versions of Firefox or Chrome. Internet Explorer is no longer supported so can be troublesome.

Please also consult your “My Learn” tab. IS populate this tab with lots of useful information eg. Learn support, any known issues, current IS alerts etc.

*For notes on how to print your Certificate, please see over....

To print off your certificate, click on Certificate in the left hand menu. A screen like this will appear. Click on the Print button



Your certificate will now appear. Scroll down and click on [Print Certificate](#)