



Scotia-Glenville Central Schools

New User HAZCOM & DASA

2018-2019



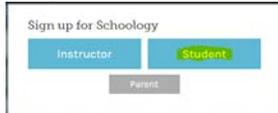
Step 1. Click on the following link.

<https://www.schoology.com/>

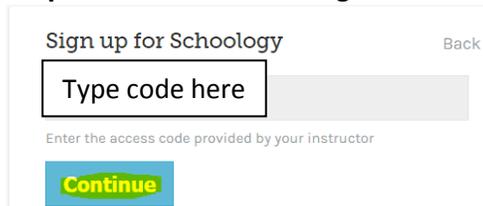
Step 2. In the top bar, click “Sign Up”.



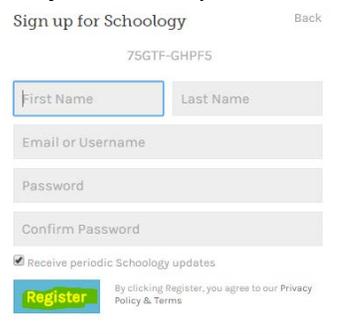
Step 3. Click “Student”.



Step 4. Enter the following access code ZXPMD-DVB36 and click “Continue”.



Step 5. Create your account by filling in the fields in grey and click “Register”.



Store your username and password in a secure location. You will need this in future years.

Step 6. A “Welcome to Schoology” pop up will appear. Click “Close”



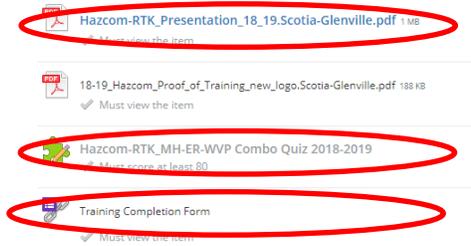
Step 7. In the top bar click the word Courses then the Title “SG HAZCOM with DASA 2018-19”



Step 8. Click the Title “SG HAZCOM with DASA 2018-19”



***PLEASE NOTE-** You MUST complete the following three sections, circled below and receive a passing score.



Step 9. Click the [SG Hazcom-RTK_Presentation_18-19.pdf](#). This will allow you to start the course.



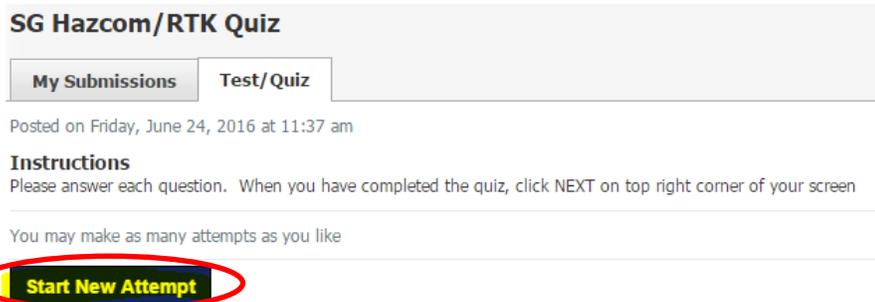
Step 10. Use the arrows at the top of the presentation (highlighted in yellow) or the scroll bar on the right. Hazcom-RTK_Presentation_18_19.Scotia-Glenville.pdf



Step 11. Click the “Next” at the top right of the screen **two** times to move to the Quiz. The first time you click next you will be directed to proof of training. Please click “Next” and then you will be directed to the quiz.

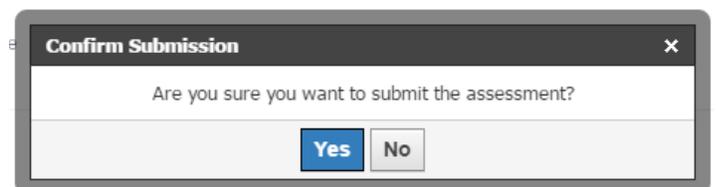


Step 12. Click “Start New Attempt”- be sure to answer all questions. Please read the directions in the quiz carefully. You have to score an 80 to pass.

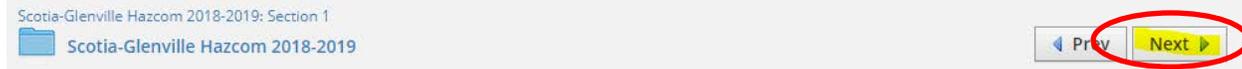


Step 13. After answering all questions click “Submit”

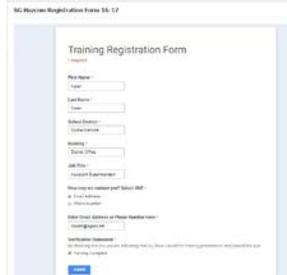
Step 14. Confirm your submission by clicking “Yes”.



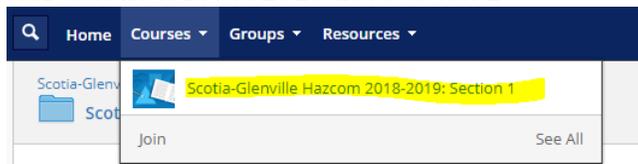
Step 15. Click the “Next” at the top right of the screen to move to the Proof of Training Certificate.



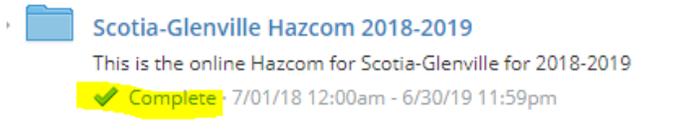
Step 16. Complete the “Training Completion Form” and click “Submit”.



Step 17. To confirm your training has been submitted and recorded please click “Courses” and click “SG Hazcom with DASA 2018-19: Section 1



Step 18. Click “SG Hazcom with DASA 2018-19”



Step 19. You should see three green check marks.

