DOE Learning Nucleus access for Laser Safety

https://learningnucleus.energy.gov/

Three steps to complete the laser safety course (lab # SAF114O)

- 1. <u>Request access to the Learning Nucleus</u>
- 2. <u>Take the ESH-333DE, DOE Laser Worker Training</u>
- 3. Update your JLab training record

Request Access to the Learning Nucleus:

Select "DOE Access Request Form"

| | LEARNING |
|---------------------------|---|
| Warnin the info | It is a Government system and may be accessed and used only for authorized use only. Unauthorized use of this system minution on this system could result in criminal prosecution. Unauthorized access or use of this system may subject violators |
| criminal | l, civil, and/or administrative action. All information on this system may be intercepted, read, recorded, copied, and disclosed l |
| and to a | authorized personnel for official purposes, including criminal investigations. Such information includes sensitive data encrypted |
| comply | with confidentiality and privacy requirements. Access or use of this system by any person, whether authorized or unauthorized |
| constitu | ites consent to these terms. |
| | DOE Access Request Form |
| | NNSA Access Request Form |
| | |

| DOE Network or PIV Card Login | OCIO/EITS users: Select the US Department of Energy button. Local users: Select the network or credential provider for your respective location | | |
|-------------------------------|--|--|--|
| | Other, SC, IN and EIA users: Select the DOE PIV button. | | |
| | Your username is your full government issued email address, all lowercase. | | |
| Username | Reset password | | |
| Password | Cookies must be enabled in your browser 📀 | | |
| Remember username | | | |
| Log in | | | |

Select "Temporary Access form".

| Are you sure? |
|--|
| If you have a DOE PIV Card, please login using the "DOE Network or PIV Card Login" button. |
| L DOE Network or PV Card Login Temporary Access Form |
| |

Then there are 5 steps to work through to gain access

Part 1 : enter personal information

| | LEARNING | |
|------------------------|---|----|
| | NUCLEU | |
| | REQUEST YOUR ACCOUNT | |
| | IMPORTANT: Temporary Access Form Guide | |
| | *First Name | |
| | | |
| | | |
| | *Last Name | |
| | | |
| | *Email | |
| | | |
| | | |
| | Next | |
| | | |
| | | - |
| | | |
| | Part 1. User Information | |
| | | |
| First Name | Middle Name | |
| Enter your name | Enter your middle name | |
| | | |
| | Write N/A if middle name is not relevan | τ. |
| Last Name | Email | |
| Enter your last name | JLAB email address | |
| Phone Number | | |
| Enter you | r phone number | |
| | - | |
| Country of Citizenship | | |
| United States | ~ | |
| | | |
| Back | | |

Part 2: employment information

| Part 2. Employment Information |
|---|
| *Employee Type |
| DOE Department and Site Assignments |
| *Federal Sponsoring Organization |
| OFFICE OF SCIENCE Y |
| *DOE Program Office, Staff, Laboratory, PMA, or Field Site Labs and Technology Centers v Thomas Jefferson National Accelerator Facility v |
| *DOE Facility |
| Jefferson Lab |
| *Contractor Category M&O ~ |
| DOE Office Address |
| *Street Address *City |
| 12000 Jefferson Avenue Newport News |
| |
| *State *Zip Code |
| VA ~ 23606 |
| Back |

| Other Informatio | on | | | |
|--|---|----------------|--------------|------|
| *Business Justific | ation | | | |
| *Courses and ot ESH-: Work Back | her content you need access to 333DE, DOE Laser er Training | | | Next |
| 0 | Part 4. Federal | DOE Sponsor In | formation | |
| Federal Sponsor | Information | | | |
| Your sponsor m | ust have an account on Learning Nucleus. | | | |
| First Name | Thomas | Last Name | Featsent | |
| Email | Thomas.Featsent@science.doe.gov | Phone Number | 757-269-5030 | |
| Back | | | | Next |

Email, enter <u>Thomas.Featsent@science.doe.gov</u>



check the "agree statement" and "I'm not a robot", press "request access"

| Thank you! |
|--|
| You have now submitted your form. You should receive an answer within 3 business days. |
| Exit |
| |

Take the Laser Course:

Once you have received an email that your access to the DOE Learning Nucleus is approved:

Login to the Learning Nucleus: <u>https://learningnucleus.energy.gov/</u>

Select course catalog



Then type "ESH-333DE, DOE Laser Worker Training" into the course title search box and press "Search Course Catalog"

| LEARNING NUCLEUS | | | | | | |
|---|---------------------------------|-------------------------|--------------|--|--|--|
| nashboard merets | My courses 📢 Learning Resources | 🖂 Messages 🛛 🗮 Job Aids | • Need Help? | | | |
| A → My courses → [| Department of Energy Training | | | | | |
| ★ > My courses > Department of Energy Training Courses starting with: ALL A B C D E F G H I J K L M N O P Q R S T U V W X Y Z Course Title ESH-333DE Advanced Search Search Course Catalog Search Competencies Class Search Fields | | | | | | |

The DOE Laser Worker Training will appear on the screen. Select "Begin Course"

| Courses starting with: |
|--|
| ALL A B C D E F G H I J K L M N O P Q K S I O V W X Y Z |
| Course Title ESH-333DE |
| Advanced Search |
| Resurch Course Catalon Resurch Connectencies Class Cassed Ender |
| |
| Search results: 1 |
| ESH-333DE. DOE Laser Worker Training 🔊 🔒 |
| |
| ESH-333DE LASER WORKER TRAINING |
| Attention: |
| Chrome is the preferred browser. |
| If working from home, access the course outer the fueue work complection (VPN). |
| Prerequisites: None |
| Description: Laser Worker Training is designed to be required for all persons working with or servicing Class 3B or Class 4 lasers. It describes hazards and controls for |
| Additional Information: This course contains a large amount of audio and video, so speakers or headphones are recommended. |
| Audience: All persons working with or servicing Class 3B or Class 4 lasers at DOE sites. |
| Learning Outcomes: The learner will demonstrate an understanding of 1) laser fundamentals, 2) laser accidents, 3) bioeffects of lasers, 4) engineering controls, 5) administrative/procedural |
| Assessment: Successful achievement of the learning outcomes will be assessed by completing end-of-module quizzes and a final exam each with 80% accuracy. |
| Length in Hours: 1.75 |
| IACET Continuing Education Units: Successful completion of this course will award 0.2 IACET CEUs. |
| BEGIN COURSE |
| Category: ESH – Environment, Safety, and Health Learning Nucleus ID: 74667 |
| Course ID: NTC-ESH-333DE |
| Sponsor: NATIONAL TRAINING CENTER |
| Delivery Method: eLearning |
| |

A new window will open and display the first page of the course. Click the screen to begin and follow navigation instructions to advance through the course.



Update your training record:

When you have completed the laser course, return to the dashboard and select "My courses"

and select "ESH-333DE, DOE Laser Worker Training"

| | 2 | | | | |
|----------------------|-------------------------------------|------------|------------|------------|--|
| 🚯 Dashboard 🛗 Events | 🚔 My courses 🛛 📢 Learning Resources | ⊠ Messages | 🔳 Job Aids | Need Help? | |
| | ESH-333DE, DOE Laser Worker | | | | |
| ANNOUNCEMENTS | Learning Nucleus 101 | | | | |

The select "Grades" on the menu on the right side of the screen.



Take a screenshot of your grade and send to Jennifer Williams (<u>jennifer@jlab.org</u>) for your training record to be updated. Example screenshot:

