
Login Instructions for SafeColleges Training

Hello everyone --

We are pleased to offer a way of delivering annual training and new hire training. Using the SafeColleges Training system, you'll be able to complete your training via the Internet at your convenience - even from the comfort of your own home!

How to log on to the SafeColleges Online Training Program:

1. Using your web browser, go to the web page <http://bluefield-wv.safecolleges.com>. (No "www" is necessary.)
2. To access your assigned training, enter your username. Your username is your Jenzabar Number.
3. Your assigned course or courses will be listed on your personal SafeColleges Training home page under "Annual Training." New Hire training is listed under "Mandatory Training."
4. Select any course by simply clicking on the name of the course. The courses have audio so turn up your speakers if you wish to hear the narration. Complete all the training scenarios and the assessment to receive completion credit for the course. You will have the option to print out a Certification of Completion once you successfully complete the course.

If you have any questions or problems with the site, please contact:

SafeColleges Customer Service
800-434-0154
support@safecolleges.com

or **Judy Pedneau**
276-326-4461
jpedneau@bluefield.edu

Thanks for helping to make our campus an even safer place to work and learn!