

Spring Lake Park School District OSHA Health and Safety Training

OSHA regulation requires Spring Lake Park Schools to provide employee safety trainings related to their job description. To become compliant, the district has elected to train employees by using an online web-based training tool.

Utilizing this type of training allows the district flexibility in meeting timelines with many different district employee groups. After receiving this information, you will have up to two months to complete the online trainings.

How to access the online training

Following is step-by-step instructions for the online safety trainings. These trainings consist of video and audio clips and conclude with a short multiple choice test.

From any Internet web Browser, go to: <http://isd16.claritynet.com> and continue to follow the steps shown below to complete your assigned online training.


The screenshot shows a Microsoft Internet Explorer browser window displaying the 'User Login' page for Spring Lake Park ISD # 16. The page title is 'User Login - ClarityNet(TM) - Microsoft Internet Explorer'. The address bar shows 'http://isd16.claritynet.com/ASP/LAUNCHPAD/login.asp'. The page content includes the 'CLARITYnet' logo and a 'User Login' section. The 'Login Information' section has two input fields: 'User ID' and 'Password'. Below these fields are buttons for 'Reset', 'Submit', and 'New User'. A red asterisk note states: '* If you are a new user, select NewUser to register.' Three callout boxes provide instructions: 1. 'Fill in with 6 digit employee number. You may need to lead off with zeros. (Example: 000123)' points to the User ID field. 2. 'Your Password will be your 6 digit birth date. (Example 090105)' points to the Password field. 3. 'Once you have filled in your User ID and Password, select Submit.' points to the Submit button.

Override - ClarityNet(TM) - Microsoft Internet Explorer

Address: http://isd16.claritynet.com/ASP/LAUNCHPAD/loginproc.asp

SPRING LAKE PARK ISD # 16

Override



Login Attempt Failed - "User ID" In Use

[Override Login](#)

Note:

- Select the 'Override Login' Button only if you had previously exited a session without logging out.
- In case you are already logged in, please do not try again without logging out first.
- You will be automatically logged out if no activity is detected for ONE HOUR
- It is highly recommended that you logout instead of timing out.

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Done Internet


If you get this screen select Override Login

Applications - ClarityNet(TM) - Microsoft Internet Explorer

Address: http://isd16.claritynet.com/ASP/LAUNCHPAD/usroverrideapplns.asp

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Applications



[Logout](#)

User Profile
User, Test (123456) [Edit Profile](#)

To start, select one of the options below.

Options	Description
ClarityNet (TM) Courses	ClarityNet (TM) Courses
Mastered Certificates	Courses Mastered Certificates
Training Status	Training Status Report
Email Administrator	Email any questions to your administrator
Quick Start Guide	ClarityNet (TM) Courses Guide in Acrobat Format

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Done Internet

Select ClarityNet™ Courses

If you need to end your session, select Logout in the upper right-hand corner of this screen and ClarityNet will bookmark your session.

Courses - ClarityNet(TM) - Microsoft Internet Explorer

Address: http://isd16.claritynet.com/ASP/LAUNCHPAD/ursssc.asp

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Courses Return Logout

User Profile

User, Test (123456)

Suite	Custodian Suite
Site	Clarity Site (Default)

Select one of the options below.

Courses	Version	Category	Time (hh:mm)	Status	Renewal
Sexual Harassment: You Make the Call (Video)	4.0	Human Resources	00:05	Started	
This course provides information on how to understand, value and manage diversity in the workplace.					
Bloodborne Pathogens: Know the Risk (Video)	4.1a	Safety	00:00	Not Started	
This course reviews common bloodborne diseases, your risk of exposure on the job, and the measures you can take to protect yourself against exposure.					
Confined Space Entry: Inside Maneuvers (Video)	4.1a	Safety	00:00	Not Started	
The Confined Space Entry course helps students understand how to identify permit spaces, their hazards and how to control them; the OSHA permit space program; how to enter and work safely in a permit space; and the training and duties of the entry team.					
Hazard Communication: The Road to Safety (Video)	4.1a	Safety	00:00	Not Started	
This program covers the training requirements of the HAZCOM Standard, explains various physical and health hazards, and teaches you how to use warning labels and MSDSs.					

Complete all courses as assigned.

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By selecting Return you will go to the ClarityNet login page. If you select Logout this will end your session.

The Status column may read: Started, Completed or Mastered depending upon the status of the course.

Video Bit Rate - Sexual Harassment: You Make the Call (Video) - ClarityNet(TM) - Microsoft Internet Explorer

Address: http://isd16.claritynet.com/ASP/LAUNCHPAD/usrvbm.asp

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Video Bit Rate - Sexual Harassment: You Make the Call (Video) Return Logout

Select the video speed your connection will best support

- [56k \(Modem\)](#)
- [100k \(ISDN\)](#)
- [300k \(T1/T3/Cable Modem\)](#)

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Select 300K (T1/T3/Cable Modem)

Course Menu - Sexual Harassment: You Make the Call (Video) - ClarityNet(TM) - Microsoft Internet Explorer

Address: http://isd16.claritynet.com/ASP/LAUNCHPAD/usrvbm.asp

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Course Menu - Sexual Harassment: You Make the Call (Video)

Return Logout

Select one of the options below.

Options	Time (hh:mm)	Status
Sexual Harassment Introduction	00:06	In Progress
Sexual Harassment Defined Inappropriate Behavior Quid Pro Quo Perception vs. Intentions Hostile Work Environment	00:00 00:00 00:00 00:00	Not Started Not Started Not Started Not Started
Points of View Inappropriate Humor Behavior Affects Others	00:00 00:00	Not Started Not Started
Handling Sexual Harassment I'm Being Harassed Responding to Situations	00:00 00:00	Not Started Not Started
Sexual Harassment Review of Terms and Actions	00:00	Not Started
Comprehensive Test Begin Test	00:00	Not Started

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Done Internet

Begin course here.

When you feel comfortable with the materials, you may begin taking the test.

http://isd16.claritynet.com - Sexual Harassment: You Make the Call (Video) - ClarityNet(TM) - Microsoft Intern...

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Sexual Harassment: You Make the Call (Video)

User, Test

Exit Prev Menu Next On Play Stop Nar

Storyboard 2 of 7 in Introduction (Sexual Harassment)

Introduction

- Sexual harassment can cross many "fine lines"

Exit – will exit the training video.
 Prev – will play the previous video in this training session.
 Menu – will bring you to the course menu.
 Next – will play the next video in this training session.
 On – will turn on the speakers for the video.
 Play – will play the video.
 Stop – will stop the video.
 Nar – will turn on the narration

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Done Ir

If you do not pass the test, you will have an opportunity to retake the test until you pass. Just select "Begin Test" again.

If you have any problems or questions, please feel free to call the District 16 Tech Support help desk at Ext. 5555 or 763-785-5555, techsupport@district16.org.

For additional information regarding safety trainings, contact Ron Pflager, District Health and Safety Coordinator at 5903 or 763-795-5903, rpflag@district16.org.