



**Nestlé Purina**  
**Mechanicsburg, Pennsylvania**  
**Contractor Training**

For the training to work properly, use either [Google Chrome](#) or [Microsoft Edge](#) on a computer. If you don't have access to a computer and are taking the training on a mobile device, please download the [Adobe Captivate Prime app](#) via the App Store or Google Play Store. Do NOT use your mobile browser. **Objectives:**

You will be able to register and take your required Contractor training course. You will also be able to download your certificate of completion.

**Step 1:** Click the link that pertains to you to start the enrollment process.

[Mechanicsburg English](#)

[Mechanicsburg Spanish](#)

To return to an incomplete course, check your training status, or get a copy of the course certificate, log into your training account.

**Step 2:** Create an Adobe account. Fill in all of the required information and click [Create Account](#). –

If you or your employee do not have a real email address, please DO NOT create a fake one using @nomail.com. Create a fake email using either @gmail.com or @yahoo.com.

**Create an account**

Already have an account? [Sign in](#)

Email address

First name Last name

Password

Date of birth

Month Day Year

Country/Region

United States

By clicking 'Create account', I agree that:

- I have read and accepted the [Terms of Use](#).
- The Adobe family of companies may keep me informed with personalized emails about products and services.

See our [Privacy Policy](#) for more details on how we use your data.

[Create account](#)

**Step 3:** Fill in your Company Name, and Phone Number. Click **Proceed**.

**This step is critical for Nestle Purina and cannot be skipped.**

**Complete your profile**

We need additional information about you to make your experience better.

Please provide as much information as possible.

Company Name (If not listed above)

Phone Number - Company

Phone Number - Your Cell

**Proceed**

**Step 4:** Click **Visit** next to the Corporate Safety, Health, and Environmental Orientation Training course.

**PURINA**  
Your Pet, Our Passion.

NP Contractors

Search

Hi **Jennifer Hipolito**, let's learn something new today.

**My Learning**

**By Deadline**

- 1 Overdue
- 0 Upcoming Deadlines
- 1 On Track

**Pending Learning**

- 2 Certifications
- 0 Courses
- 0 Learning Paths

**My Achievements**

3 Certificates

**My Training Documents**

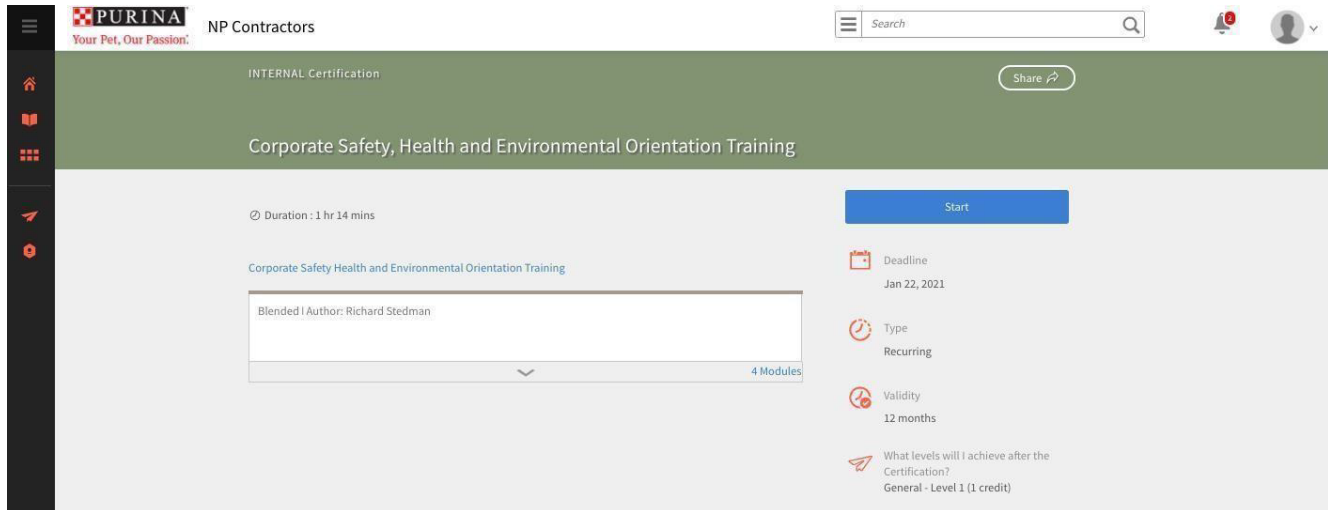
- Contractor Safety and Compliance Handbook  
Self-assigned
- July 2020 Contractor Safety and Compliance  
Part of Mechanicsburg Site Specific
- Mechanicsburg Training Policy Document  
Part of Mechanicsburg Site Specific

**Corporate Safety, Health and Environmental Orientation Training**  
Certification - Assigned by Admin  
Due: Aug 06, 2022  
**Visit**

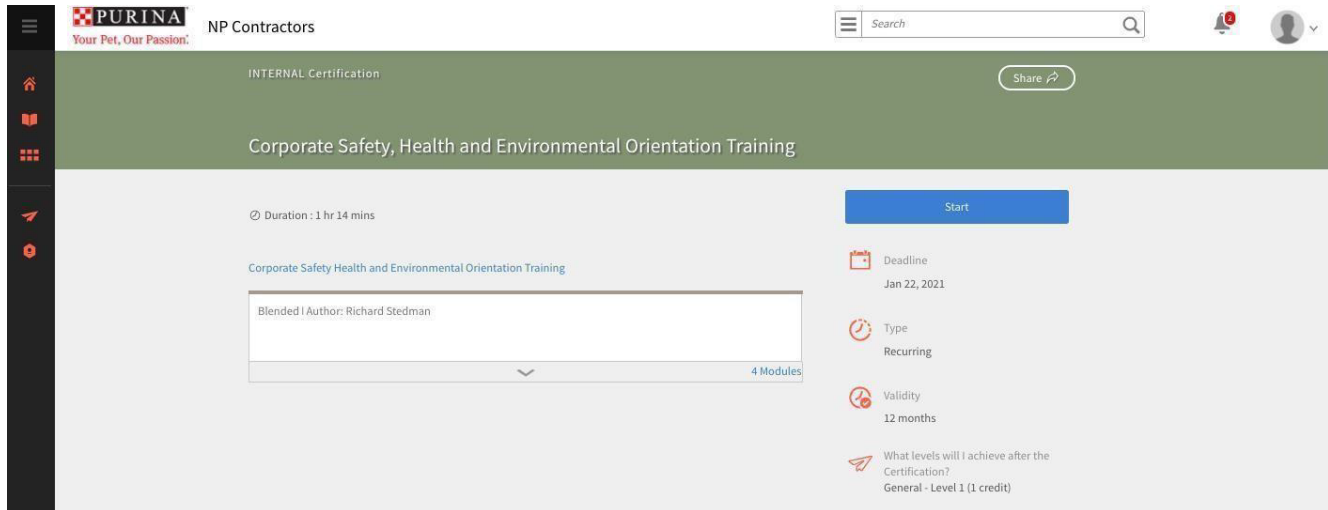
**Mechanicsburg Site-Specific**  
Certification - Assigned by Admin  
Due: Sep 22, 2022  
**Visit**

[See all My Learning >](#)

**Step 5:** Click **Start** to begin the course. If you start the course and don't finish, you may go back and click **Continue** to pick up where you left off.



**Step 6:** Once you have completed the Corporate Safety, Health and Environmental Orientation Training, click on the **Home** icon in the toolbar.



**Step 7:** Click the **Visit** button next to the Mechanicsburg Site-Specific

The screenshot shows the NP Contractors dashboard. At the top, there's a header with the Purina logo and 'NP Contractors'. Below the header, there's a greeting: 'Hi Jennifer Hipolito, let's learn something new today.' The main content area is titled 'My Learning' and features two donut charts: 'By Deadline' (1 Overdue, 0 Upcoming Deadlines, 1 On Track) and 'Pending Learning' (2 Certifications, 0 Courses, 0 Learning Paths). Below the charts, there's a list of training items. The first item is 'Corporate Safety, Health and Environmental Orientation Training' with a 'Visit' button. The second item is 'Mechanicsburg Site-Specific' with a 'Visit' button, which is highlighted by a red arrow. To the right of the 'My Learning' section, there's a 'My Certifications' section showing 3 certificates and a 'My Training Documents' section listing three documents.

**Step 8:** Click **Start** to begin the Mechanicsburg Site-Specific course. Again, if you start the course and don't finish, you may go back and click **Continue** to pick up where you left off.

The screenshot shows the 'Mechanicsburg Site-Specific' course page. The page has a green header with 'INTERNAL Certification' and a 'Share' button. Below the header, the title 'Mechanicsburg Site-Specific' is displayed. Underneath, it says 'No description available' and 'Duration : 39 mins'. A section titled 'Self Paced' shows 'Jennifer Chien' and '39 mins'. Below this, there's a card for 'Mechanicsburg Site Specific' with a '3 Modules' indicator. To the right of the card, there's a large blue 'Start' button, which is highlighted by a red arrow. Below the 'Start' button, there's a list of details: 'Deadline: Sep 22, 2022', 'Type: Recurring', 'Validity: 12 months', and 'What levels will I achieve after the Certification? General - Skill Level1 (1 credit)'.

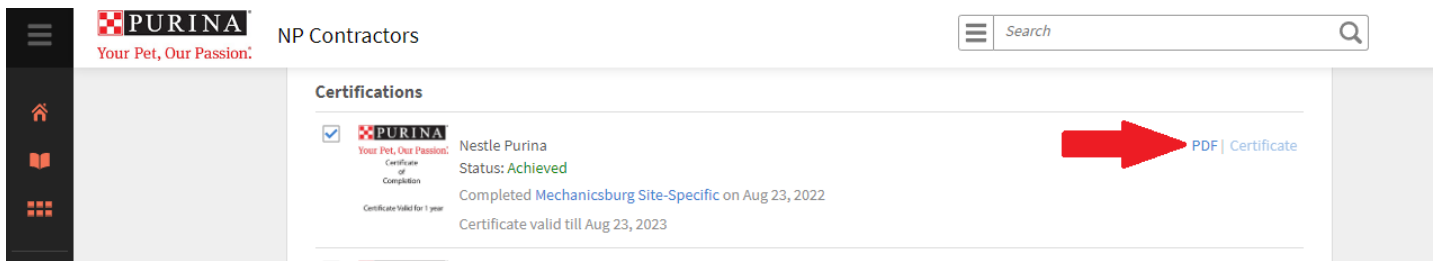
**Step 9:** Once you have completed both courses, you can now download your Certificates. Return to the home screen of your Learner Portal, by clicking the **Home** Icon.

The screenshot shows the Purina NP Contractors Learner Portal. The header includes the Purina logo, the text 'Your Pet, Our Passion.', and 'NP Contractors'. A search bar and a user profile icon are in the top right. The main content area is titled 'INTERNAL Certification' and 'Mechanicsburg Site-Specific'. It displays course details: 'No description available', 'Duration : 39 mins', 'Self Paced', 'Jennifer Chien', '39 mins', and 'Mechanicsburg Site Specific'. A 'Start' button is visible. On the right, there are details about the certification: 'Deadline Sep 22, 2022', 'Type Recurring', 'Validity 12 months', and 'What levels will I achieve after the Certification? General - Skill Level1 (1 credit)'. A red arrow points to the Home icon in the left sidebar.

**Step 10:** Click **Certificates**, located under My Achievements on the right side of the screen.

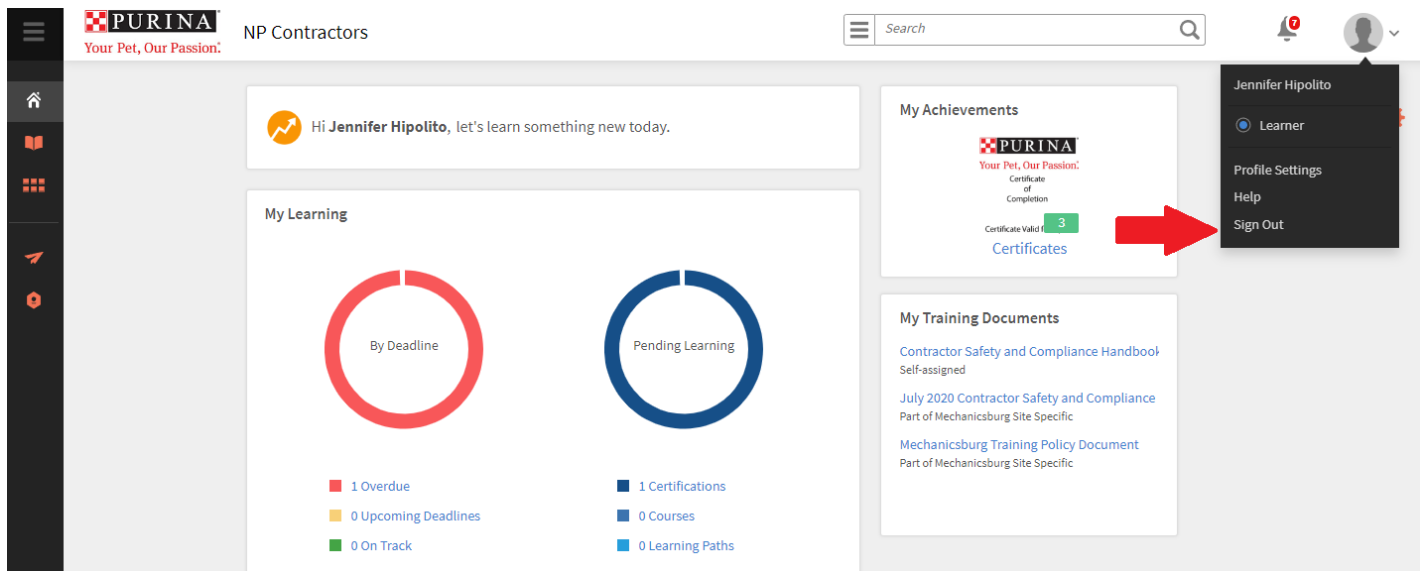
The screenshot shows the Purina NP Contractors Learner Portal. The header includes the Purina logo, the text 'Your Pet, Our Passion.', and 'NP Contractors'. A search bar and a user profile icon are in the top right. The main content area is titled 'My Learning' and 'My Achievements'. The 'My Learning' section shows two donut charts: 'By Deadline' (1 Overdue, 0 Upcoming Deadlines, 1 On Track) and 'Pending Learning' (2 Certifications, 0 Courses, 0 Learning Paths). Below the charts are two cards: 'Corporate Safety, Health and Environmental Orientation Training' (Due: Aug 06, 2022) and 'Mechanicsburg Site-Specific' (Due: Sep 22, 2022). The 'My Achievements' section shows a 'Certificates' link with a red arrow pointing to it. Below it is a 'My Training Documents' section with three documents: 'Contractor Safety and Compliance Handbook', 'July 2020 Contractor Safety and Compliance', and 'Mechanicsburg Training Policy Document'.

**Step 11:** Click in the course box for the course(s) in which you would like to download your Certificate(s). A check mark should appear.



**Step 12:** Click **PDF** and download a copy of the certificate.

**Step 13:** After you have completed all of your required course modules, please **Sign Out**, especially if you are using a shared computer.



If you have any problems, please contact:

Timothy Connelly

Technical Support: Monday-Friday 8:00- 5:00

<https://pcscustomtraining.com/wp/copy-technical-support/>