# Nestle Purina Batavia
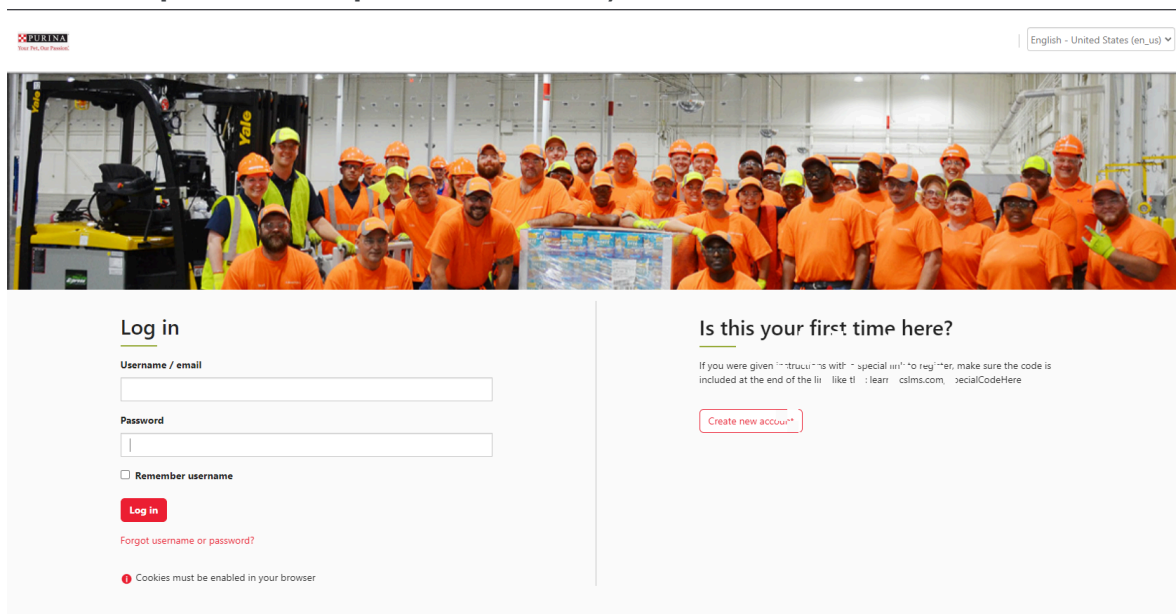# Contractor Safety
# Course Instructions

Overview: This guide will show you how to:
- Access the Totara LMS
- Create an account
- Complete the Nestle Purina Batavia Contractor Safety Course
- Receive a certificate
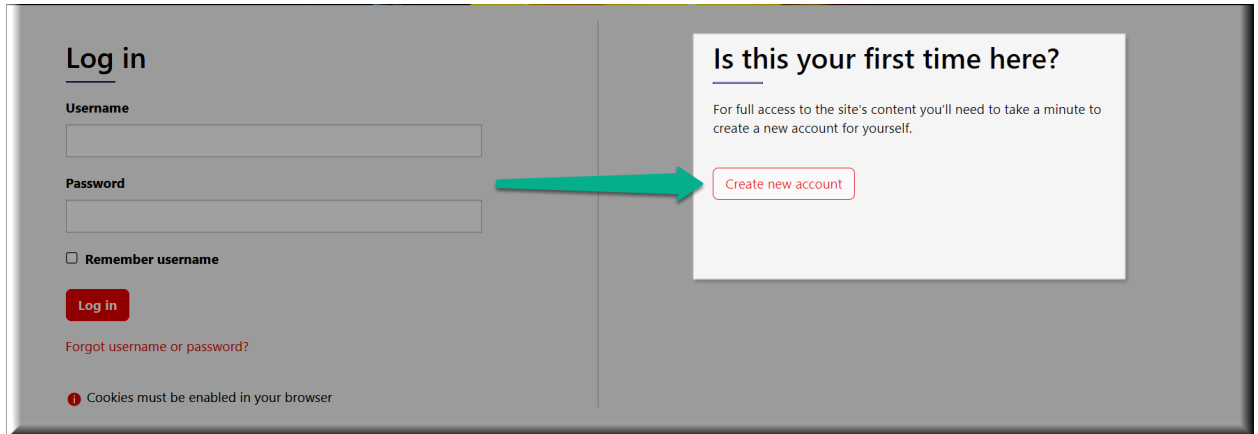- Log out

1.  Welcome. English learners click this link **http://learn.pcslms.com/NPBAT**
       Spanish learners click this link **http://learn.pcslms.com/NPBATSP**
    **Please ensure you use this full link even if the website is already loaded on your computer. This is especially important if you are using a shared computer in your workplace (e.g. if you and your co-workers are using the same computer to complete the course.)**
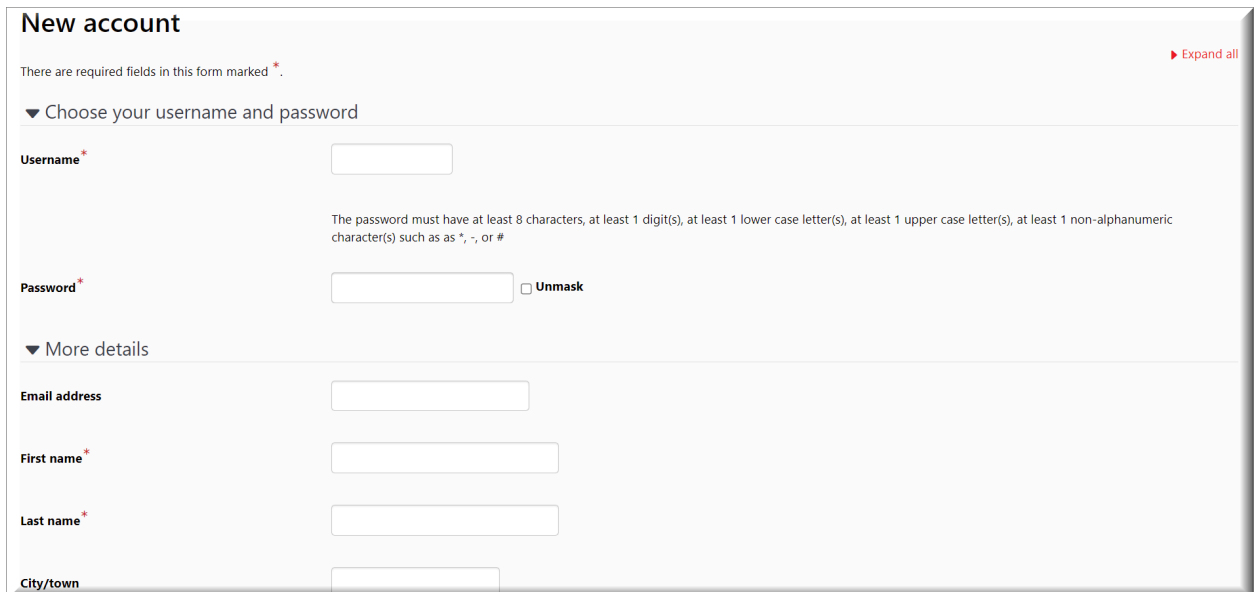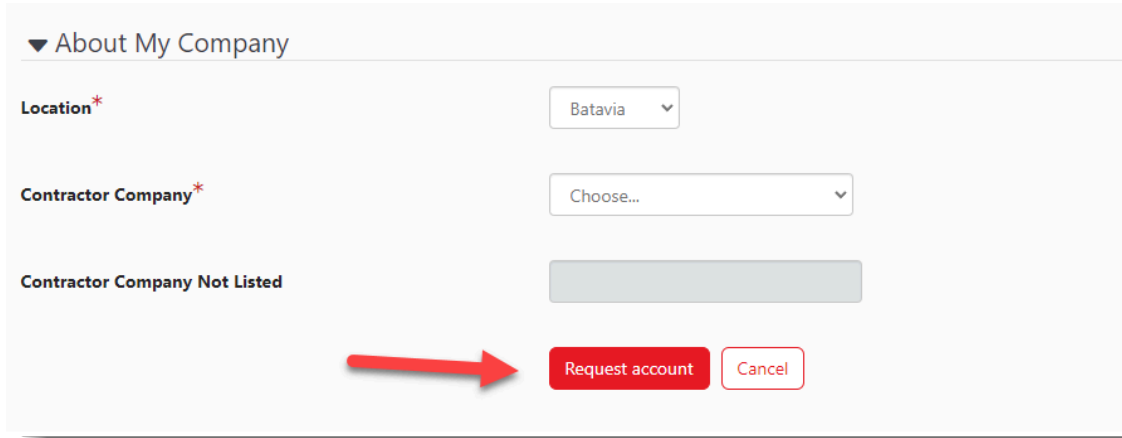
2. To register for an account, select **Create New Account**. (right-hand side of the screen)



3. Fill out the New account form. An asterisk denotes a required field. If you don't have an email address, you can leave that field blank. Please remember and/or write down your username and password in case you need to access the course in the future.

4. When choosing a location, please leave it as "Batavia", and select your **Contractor Company** from the dropdown list. Select **Request Account** when you are done.
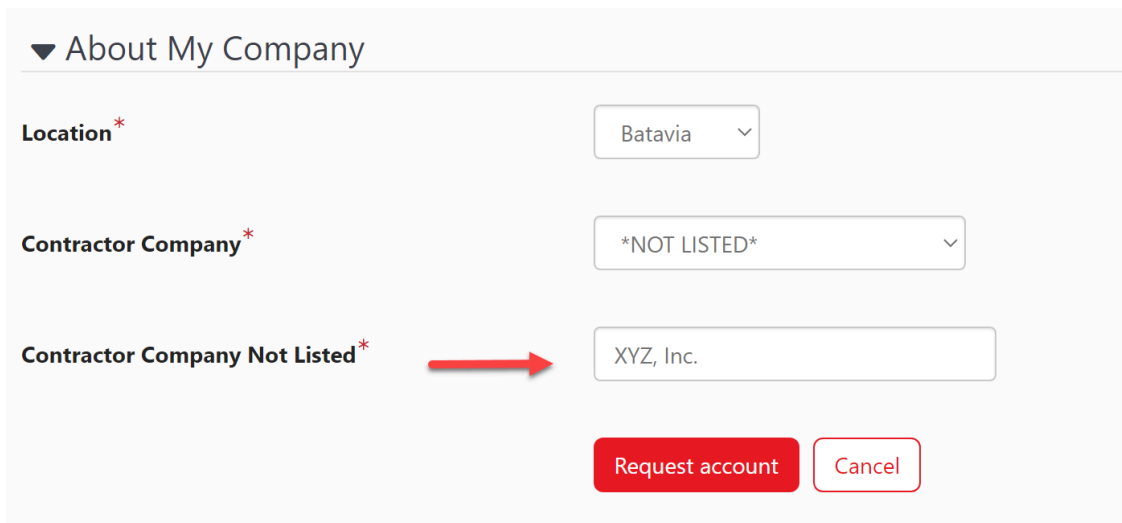


5. Please note, if you do not see your **Contractor Company** in the dropdown list, select *NOT LISTED* from the very bottom of the list and then type your Contractor Company name in the field titled **Contractor Company Not Listed**. PCS will later attach your Contractor Company to your profile.

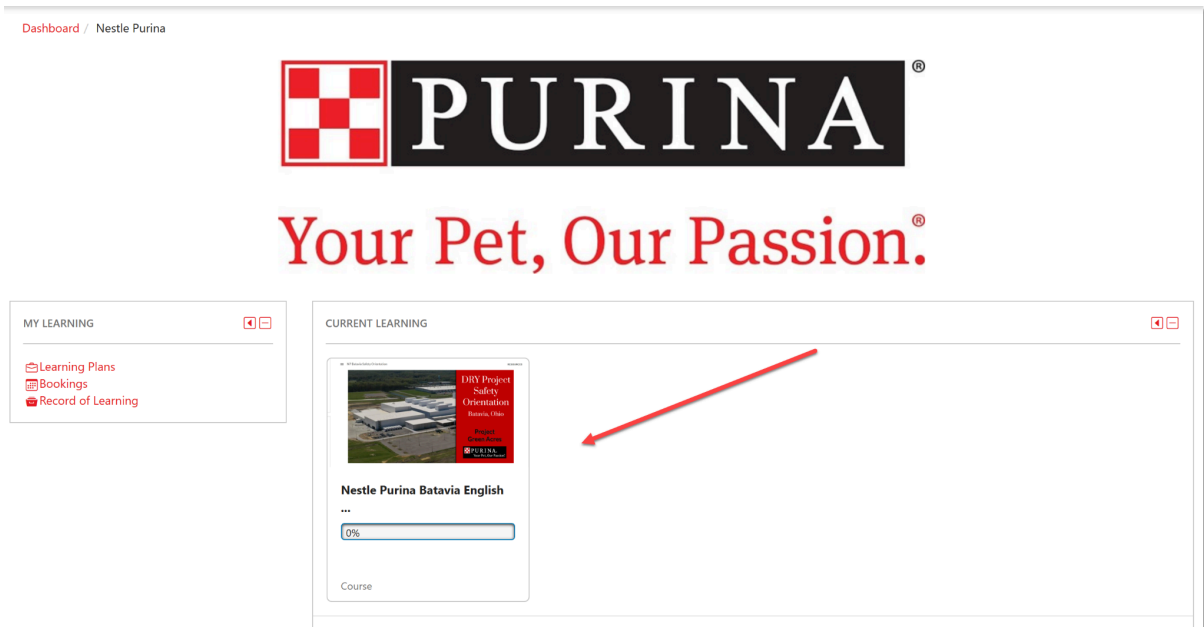6. From your dashboard, look under Current Learning. Select the **Nestle Purina Batavia Contractor Safety Certification course**.



7. You will now see the Nestle Purina Batavia Contractor Safety course.

your progress 🔴

Hello and welcome to the Nestle Purina Batavia Contractor Safety Course!

To begin, please start by clicking on the Contractor Safety Compliance Handbook and Non-Disclosure Agreement. This will auto-download on your device.

Afterward, you can start the first course module Nestle Purina Corporate Acknowledgments

Thank you!

**Nestle Purina Batavia Contractor Safety Course**

📄 Contractor Safety Compliance Handbook and Non-Disclosure Agreement      ○

🔒 Nestle Purina Corporate Acknowledgments      ○

🔒 Module 1: Introduction      ○

🔒 Module 2: Arriving on Site      ○

🔒 Module 3: General Safety Rules      ○

🔒 Module 4: Permit to Work Tasks      ○

🔒 Module 5: Our Environmental Commitment      ○

🔒 Module 6: Good Manufacturing Practices      ○

🔒 Module 7: Safety Quiz      ○

     Not available unless:
- The activity **Contractor Safety Compliance Handbook and Non-Disclosure Agreement** is marked complete
- The activity **Nestle Purina Corporate Acknowledgments** is marked complete
- The activity **Module 1: Introduction** is marked complete
- The activity **Module 2: Arriving on Site** is marked complete
- The activity **Module 2: Arriving on Site** is marked complete
- The activity **Module 3: General Safety Rules** is marked complete
- The activity **Module 4: Permit to Work Tasks** is marked complete
- The activity **Module 5: Our Environmental Commitment** is marked complete
- The activity **Module 6: Good Manufacturing Practices** is marked complete

**Nestle Purina Batavia Contractor Safety Certificate**

📧 Nestle Purina Batavia Contractor Safety Certificate

     Not available unless: The activity **Module 7: Safety Quiz** is marked complete

8. The course has 8 modules (or sections) and a file required for download. Please start with the Contractor Safety Compliance Handbook and Non-Disclosure Agreement and progress in module order. **You must complete all required modules before obtaining your certificate.**

Your progress ❗

Hello and welcome to the Nestle Purina Batavia Contractor Safety Course!

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Afterward, you can start the first course module Nestle Purina Corporate Acknowledgments

Thank you!

## Nestle Purina Batavia Contractor Safety Course

Contractor Safety Compliance Handbook and Non-Disclosure Agreement ○

Nestle Purina Corporate Acknowledgments ○

Module 1: Introduction ○

Module 2: Arriving on Site ○

Module 3: General Safety Rules ○

Module 4: Permit to Work Tasks ○

Module 5: Our Environmental Commitment ○

Module 6: Good Manufacturing Practices ○
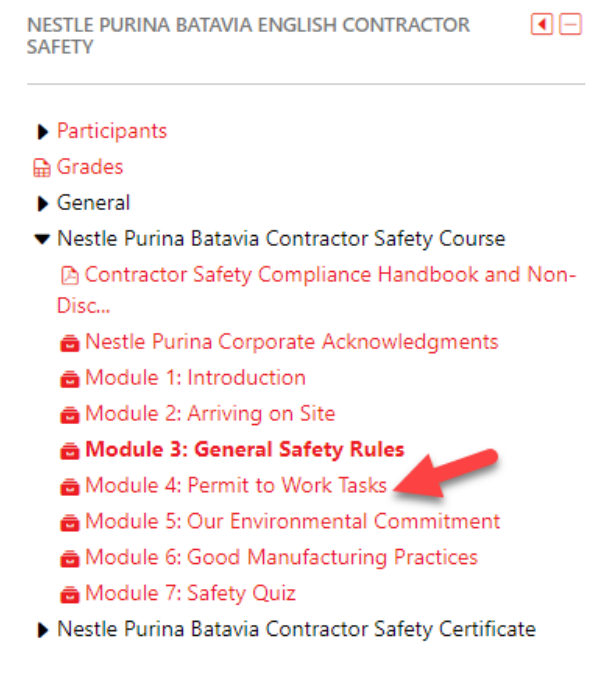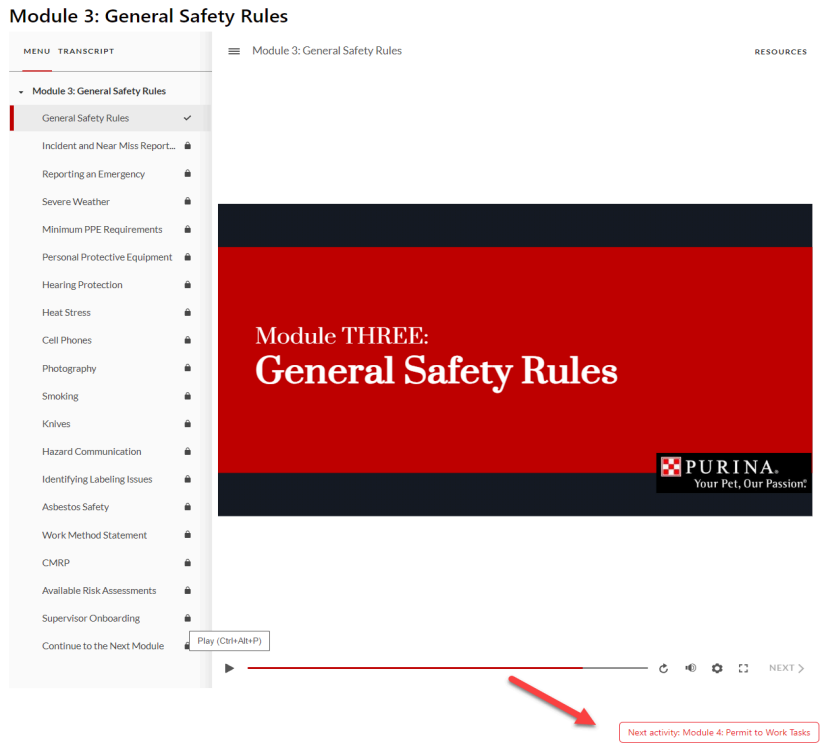
Module 7: Safety Quiz ○

Not available unless:
- The activity **Contractor Safety Compliance Handbook and Non-Disclosure Agreement** is marked complete
- The activity **Nestle Purina Corporate Acknowledgments** is marked complete
- The activity **Module 1: Introduction** is marked complete
- The activity **Module 2: Arriving on Site** is marked complete
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- The activity **Module 4: Permit to Work Tasks** is marked complete
- The activity **Module 5: Our Environmental Commitment** is marked complete
- The activity **Module 6: Good Manufacturing Practices** is marked complete

## Nestle Purina Batavia Contractor Safety Certificate
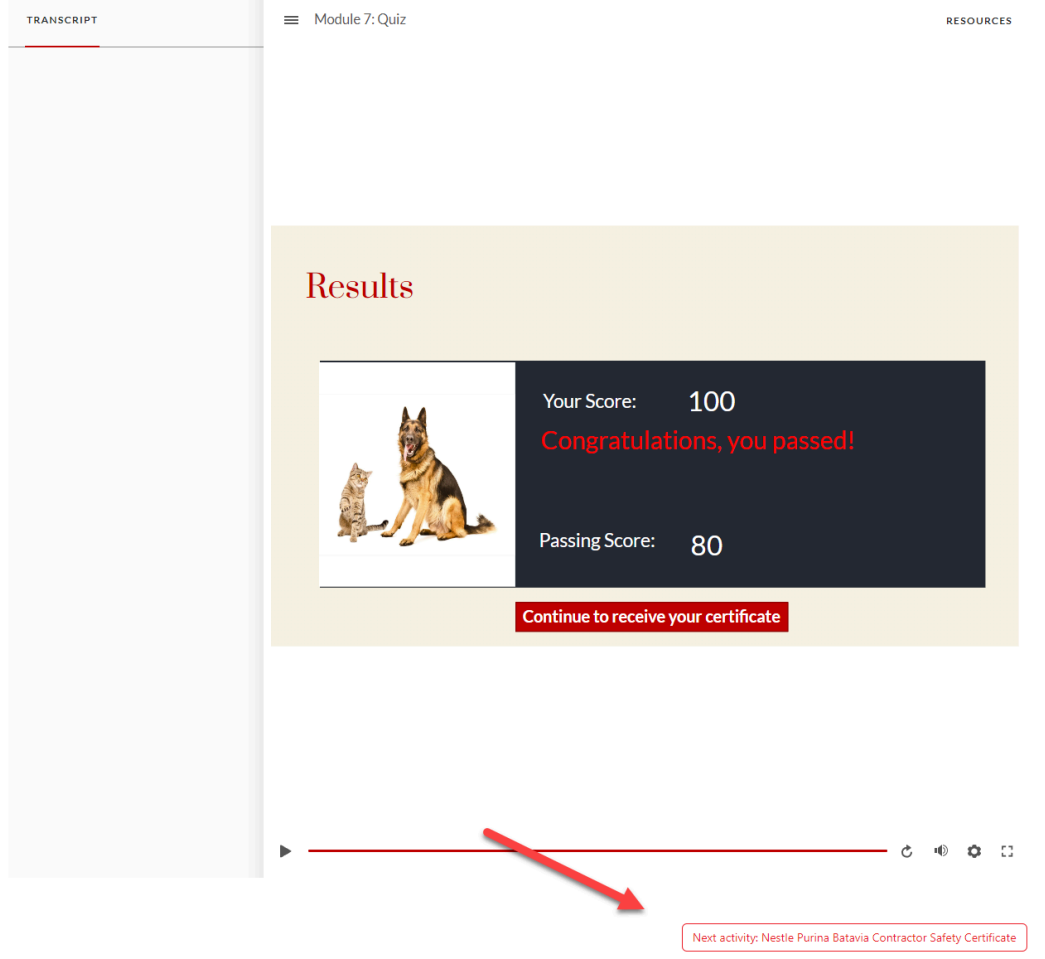
Nestle Purina Batavia Contractor Safety Certificate

Not available unless: The activity **Module 7: Safety Quiz** is marked complete

9. Once you have completed a module, click the **"Next Activity"** button on the bottom right-hand corner of the course. If this does not work, you can use the menu on the left-hand side of the screen to select the next module.

10. Once you have successfully finished all of the Modules and passed the quiz, you can obtain your certificate by selecting "Next Activity: Nestle Purina Batavia Contractor Safety Certificate".

**Module 7: Safety Quiz**

TRANSCRIPT

≡ Module 7: Quiz                                          RESOURCES

**Results**

Your Score:        100
**Congratulations, you passed!**

Passing Score:     80

Continue to receive your certificate

▶

Next activity: Nestle Purina Batavia Contractor Safety Certificate

View 3 issued certificates

# Summary of Previously Received Certificates

**Issued**

Tuesday, November 29, 2022,
11:35 AM

Click the button below to open your certificate in a new browser window.

Get your certificate

## CERTIFICATE of ACHIEVEMENT

This is to certify that

### Tim Connelly

has completed the course

Nestle Purina Batavia English Contractor Safety

February 2, 2024

Congratulations on completing the Nestle Purina Batavia Contractor Safety course!

11. Lastly, you must log out of Totara. On a shared computer, this will allow the next learner to be able to successfully create their account and complete their course. To do this, click on your profile picture or the arrow next to it. Select Log out.
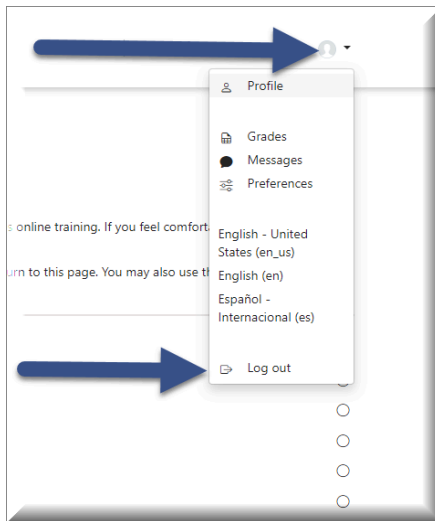


12. You have now successfully completed the Nestle Purina Batavia Contractor Safety Course!

13. If you need to leave Totara before completing the course, you must log out. Then to continue the course later, log in and begin with instruction #6 above. You can only select those modules that are remaining for you.
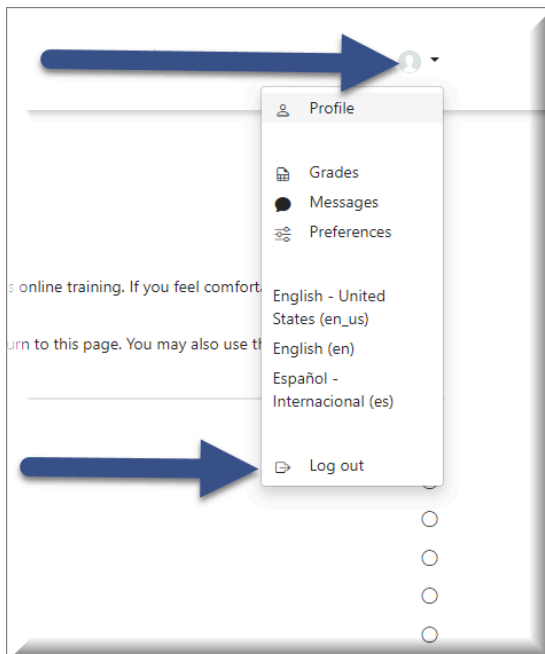
Enter your
Username/Password above

If you are having difficulties that you can't resolve on your own or by following these step-by-step instructions, then click this link to request technical support Nestle Purina Support Request.