

## **ATTENTION FIRST-YEAR STUDENTS of academic year 2015/2016**

Ladies and Gentlemen,

It is the responsibility of each student commencing studies at the University of Wrocław to participate in training on health and safety and fire protection. The course is mandatory and ends with a test. Training is considered to be completed on the basis of minutes of the training. The training in the field of occupational health and safety and fire protection lasts from **15 October 2015 to 31 January 2016.**

How to start your training?

1. Open a page <https://speno.uni.wroc.pl>.
2. Login using menu in an upper right corner (giving the same data as in USOSWeb).

If this is your first login:

- a. Complete the user profile (name, surname, faculty and field of study) and save changes with the button at the end of the form.
  - b. Receive an activation email and use the given link.
  - c. Save the filled form again and go to the main page.
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3. Locate the course: Initial training in the field of health and safety and fire protection.
  4. Sign up for a course using access key: **BHP2015Z**.
  5. Familiarize yourself with the modules of the course and complete the test. Materials should be viewed consecutively starting from the module "Introduction to training". Pay attention to the symbols of completing the modules (on the right).
  6. Check your grade after completing the test. It can be found on the course page in category: Administration->link: Grades.

Any information on the above matter shall be given by the Department of Health and Safety and Fire Protection - tel.: (71) 375-24-89.