

How to complete required training:

**** To ensure that your training status is saved, and you can complete the course**

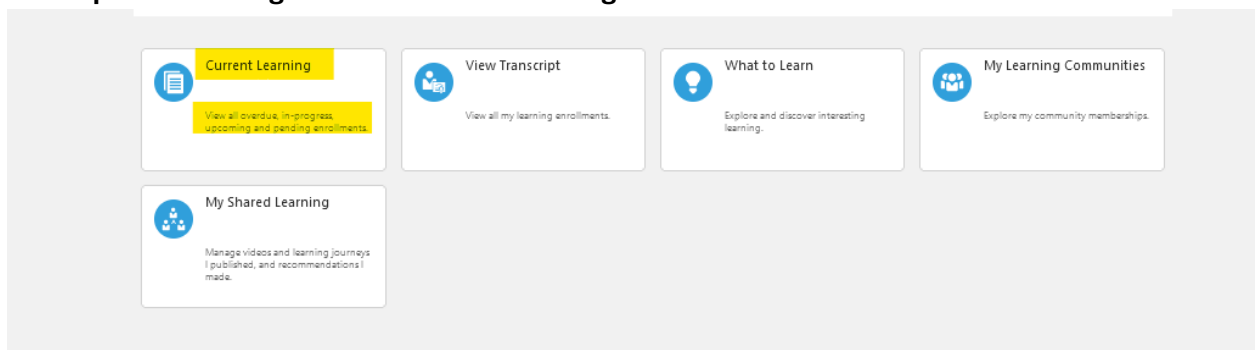
1. Use Firefox or Microsoft EDGE

2. Clear your internet catch and cookies






1. Log into Oracle HCM
2. Navigate to “My Learning”




3. For required learning select “Current Learning”




4. Review the required due dates

Due by 29-Feb-2024		
	Trenching and Excavation Safety Course No Active Offering Enrolled by MIDD Office of Human Resources, Due 29-Feb-2024	Enrolled 26-Jan-2024, Expected Effort 0.33 - 0.4 hours
Due by 06-Oct-2024		
	Workplace Injury Prevention Course No Active Offering Enrolled by MIDD Office of Human Resources, Due 06-Oct-2024	Enrolled 30-Oct-2023, Expected Effort 0.35 hours
Due by 09-Oct-2024		
	Hazard Communication Training Course No Active Offering Enrolled by MIDD Office of Human Resources, Due 09-Oct-2024	Enrolled 30-Nov-2023
Due by 09-Oct-2024		
	Slips Trips and Falls Full Course Course No Active Offering Enrolled by MIDD Office of Human Resources, Due 09-Oct-2024	Enrolled 30-Nov-2023
Due by 06-Nov-2024		
	Fire Extinguisher Training Course No Active Offering Enrolled by MIDD Office of Human Resources, Due 06-Nov-2024	Enrolled 01-Jan-2024

5. Click into course to enroll and view details


Due by 29-Feb-2024		
	Trenching and Excavation Safety Course No Active Offering Enrolled by MIDD Office of Human Resources, Due 29-Feb-2024	Enrolled 26-Jan-2024, Expected Effort 0.33 - 0.4 hours


6. Select "enroll"

 **Warning**
No Active Offering
Enroll to complete this course.

Selected Offerings

7. Or select “launch”

 **Warning**
The progress shown on this page may not be current. Refresh

 **Information**
Due by 29-Feb-2024

Required Activities Completed 0	Total Required Activities 1
Enrolled By MIDD Office of Human Resources	Due Date 29-Feb-2024
Comment Please complete by the required due date.	

Completion Status ^

Search... Show Filters

View By: All Activities v

- Not started.
Trenching and Excavation Safety (Full Course) Required Launch
SCORM 1.2
The goal of this course is to provide support staff members with an overview of safety procedures when trenching and excavating. It will review excavation requirements, soil types, and excavation protection systems.
Expected Effort
0.33 hours

Selected Offerings + Add ^

Self-Paced Primary Not started Withdraw

American English
[View Details](#)

8. Select “Accept” to enter the course

Decline Accept

9. Once you complete all the sections and pass the final assessment, click “Save and Close”

