

Instructions: On How To Compete The Online Orientation Training

Note: It Is Mandatory to complete the training prior to starting at Northern Health

Help screen.

Technical Recommendations for accessing Northern Health's Online Orientation

Northern Health's online orientation can be accessed via a PC, Laptop, iOS5+ (phone and tablet) and Android 4.2+ (phone and tablet)*. We recommend using the following browsers for optimum user experience:

- Internet Explorer 9
- Mozilla Firefox
- Google Chrome

If you are unsure what browser is currently running on your technical device we recommend visiting the following website to check your browser version before you start the course: <https://whatbrowser.org/>

**please note: Google Chrome is the recommended browser for Android devices*

Paste <https://developme.nh.org.au> on the address bar

This screen will come up. Read instructions and select Create new account

The screenshot shows a web browser window with the URL <https://developme.nh.org.au/login/index.php>. The page features a 'DevelopMe' logo and a 'Log in' section with fields for 'Username' and 'Password', a 'Remember username' checkbox, and a 'Log in' button. Below the login fields are links for 'Forgotten your username or password?' and a note that 'Cookies must be enabled in your browser'. A large blue-bordered box highlights the 'Is this your first time here?' section, which contains a list of 7 steps for creating a new account and a 'Create new account' button. The footer of the page includes '© Copyright Northern Health 2015' and 'Powered by Totara LMS'.

Creating an Account

← → ↻ <https://developme.nh.org.au/login/signup.php>



th

▼ Choose your username and password

Username* ← **Create a username**

The password must have at least 8 characters, at least 1 digit(s), at least 1 lower case letter(s), at least 1 upper case letter(s)

Password* Unmask ← **Enter a password**

▼ More details

Email address* ← **Complete your details in the boxes as stated**

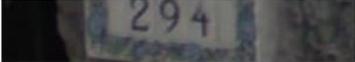
Email (again)* ← **Note: (name and surname should match with Northern Health's database etc.)**

First name* ←

Surname* ←

City/town

Country

reCAPTCHA  ← **Type in the letters/numbers as pictured**

Enter the words above

▼ Other Fields

User Classification* ← **Choose your classification**

- Choose...
- Northern Health Staff
- Student
- Volunteer
- Agency
- Consumer
- Other
- Choose...

Note: Please select correct classification

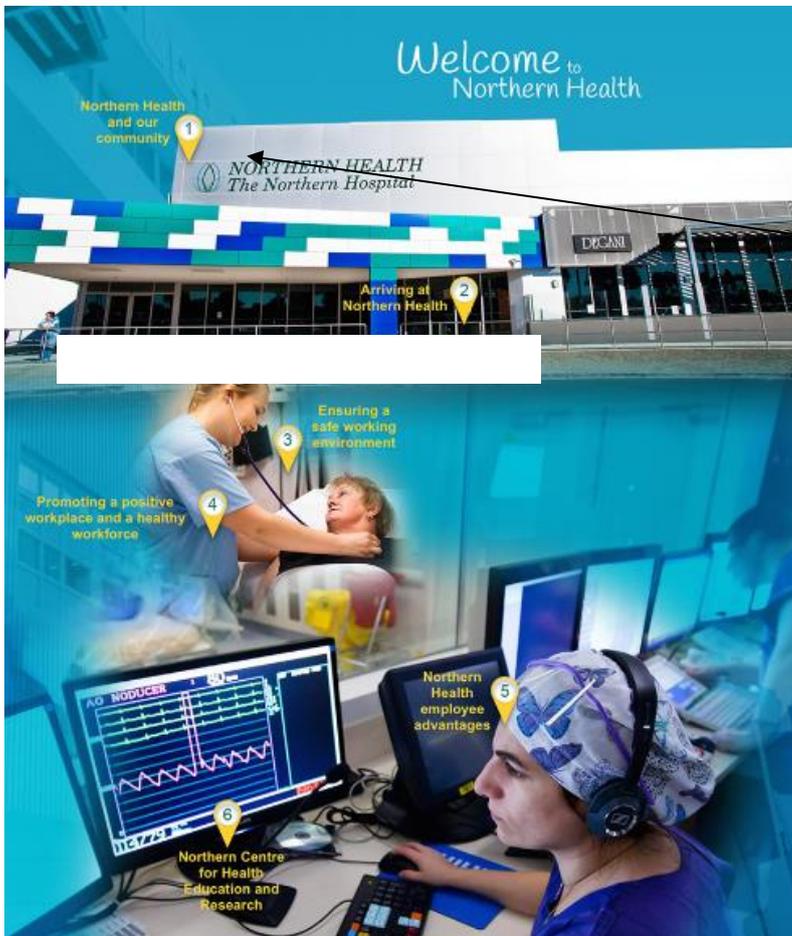
← **Click to create the account**

Please note: if you have not received an email for registering check your junk email or spam folders.

If not please email angela.belevski@nh.org.au to help set up your account.
Please do not create another account.

Please read and follow instructions and select which orientation program needs to be completed.

The screenshot shows a web browser window with the URL <http://developme.nh.org.au/>. The page title is "Northern Health - Online Orientation". It features a navigation menu with options: HOME, MY LEARNING, MY TEAM, MY REPORTS, FIND LEARNING, and CALENDAR. The main content area includes instructions for selecting a course and a note that this is a mandatory training module. Under the heading "Available courses", two options are listed: "Northern Health Orientation" and "Northern Health Orientation - External". The first option is highlighted with a blue box. On the right side, there is a sidebar with sections for "Online users", "Navigation" (containing links for Home, My learning, Site pages, My profile, and My courses), and "Administration" (containing various system settings and tools).



1. Click on module 1 to start the training
2. Click on top bar (see below) to save then continue to complete the next module

The screenshot shows the browser's address bar with the URL http://developme.nh.org.au/pluginfile.php/309/mod_scorm/content. There are three tabs open: "NHConnect - Pages", "developme.nh.org.au", and "Northern Health".

Please Note: Its mandatory that you complete this section (by selecting the codes) in Module 3 to continue to Module 4.

See below

Emergency Management

All staff working at Northern Health have a role in the management of an emergency. These roles can be broken down into the following categories:

- Emergency Controllers and Emergency Response Teams
- Area wardens
- All employees
- External services such as the Police and Fire Brigade

There are many different types of emergencies that can occur at Northern Health. Now that we've looked at who's involved in managing an emergency, let's take a look at how we differentiate between different emergencies using emergency codes.

Select the icons to continue. This section is mandatory for completion of this module.



To print a screen shot of your completion page click on view Course report

Developme

HOME MY LEARNING MY TEAM MY REPORTS FIND LEARNING CALENDAR

Home > My courses > Orientation > Northern Health Orientation

Northern Health Orientation

Welcome to Northern Health's Online Orientation.

Module 1 - 6 will take you approximately 1 hour to complete. Each module can be accessed via the numbered hotspots.

IMPORTANT: Upon completion of the 6 modules, please click [More details](#) located on the **Course Completion Status** box on the course page. You will need to print or screenshot (if using a smartphone or tablet device) your completion status and submit to your manager on day one of your employment.

Module 7 [Course feedback](#) is located at the bottom of the page and requires you to complete when Module 6 is completed.

Turn editing on

Course completion status

Status: Complete

Criteria below are required:

Required criteria	Status
Activity completion	6 of 6

More details
View course report

Administration

- Course administration
 - Turn editing on
 - Edit settings
 - Course completion
 - Completions archive
 - Competencies
 - Reminders
 - Users
 - Unenrol me from Northern Health Orientation
 - Filters
 - Reports
 - Grades

Print the page below and submit to your Manager the first day of employment.

Note: Agency staff please email your agency.



- HOME
- MY LEARNING
- FIND LEARNING
- CALENDAR

Home > Courses > Northern Health Orientation > Completion progress details

StatusComplete

RequiredAll criteria below are required

Criteria group	Criteria	Requirement	Status	Complete	Completion date
(all/required)	Activity completion	Submission	Completed	Yes	2 June 2015
	Course Feedback	Completed	Completed	Yes	1 June 2015
	Module 1 – Northern Health and our community	Completed	Completed	Yes	1 June 2015
	Module 2 – Arriving at Northern Health	Completed	Completed	Yes	1 June 2015
	Module 3 – Ensuring a safe working environment	Completed	Completed	Yes	1 June 2015
	Module 4 – Promoting a positive workplace and a healthy workforce	Completed	Completed	Yes	2 June 2015
	Module 5 – Northern Health employee advantages	Completed	Completed	Yes	2 June 2015
	Module 6 – Northern Centre for Health Education and Research	Completed	Completed	Yes	2 June 2015

[Return to course](#)