

Blood Borne Pathogens Online Training

Step 1:

Access www.metrotech.org and click on "Online Safety Training" link.

The screenshot shows the Metro Tech website homepage. The navigation menu on the left includes: Home, About Metro Tech, Full-time Programs, Short-term Programs, Online Classes, High School Student Info, Student Services, Conference Services, Business & Industry, Contact Us, Downloads, Site Map, A Gold Star School Quality Award Winner, and a search bar. The 'Business & Industry' menu is expanded, showing: Bid Assistance, Business Assessment, Customized Training, Management/Organizational Development, MAPS for Kids Construction Projects, Minority Business Breakfast, Mobile Computer Lab, New Business Start-up Program, **Online Safety Training** (highlighted with a red arrow), Quality Improvement, Small Business Development, Video Teleconferencing, and Workplace Safety Training. The main content area features a banner for 'Metro Technology Centers' and a 'News' section with links to various articles.

Step 2: Click on "Log in Here" link.

The screenshot shows the Metro Tech website's 'Bloodborne Pathogen Training for Schools' and 'Safety Training For Industry' sections. The 'Bloodborne Pathogen Training for Schools' section includes a description of the training, contact information for enrollment, and a 'Log In Here' link highlighted with a red arrow. The 'Safety Training For Industry' section includes a description of the training, contact information for enrollment, and a 'Log In Here' link. The website also features a search bar, a navigation menu, and a footer with contact information.

Step 3: In the pop-up box type in lower case letters the following:

Username: okc

Password: safety

Then click the “Ok” button.

The screenshot shows a web browser window with a green sidebar on the left containing navigation links such as 'Full-time Programs', 'Short-term Programs', 'Online Classes', and 'High School Student Info'. The main content area features a blue header with the text 'Online safety training is now available at Metro Tech through the Career Tech Learning Network!'. Below this is a section titled 'Bloodborne Pathogen Training for Schools' with a sub-header 'Safety Training For Industry'. A modal dialog box titled 'Enter Network Password' is open in the center, containing a key icon and the text 'Please type your user name and password.' The dialog includes fields for 'Site' (instructor.metrotech.org), 'Realm' (Online Safety Training), 'User Name' (okc), and 'Password' (masked with asterisks). There is also a checkbox for 'Save this password in your password list' and 'OK' and 'Cancel' buttons. The background page text is partially obscured by the dialog box.

Step 4: Click on “Begin/Continue Your Training”.

The screenshot shows the Metro Tech website. The top left features the 'MT' logo with a globe icon. A green sidebar on the left contains navigation links: 'Home', 'About Metro Tech', 'Full-time Programs', 'Short-term Programs', 'Online Classes', 'High School Student Info', 'Student Services', 'Conference Services', 'Business & Industry', 'Contact Us', 'Downloads', and 'Site Map'. The main content area has a blue header with the text 'Bloodborne Pathogen Training for Schools'. Below the header is a large section titled 'Begin/Continue Your Training'. At the bottom of the page, there is a footer with navigation links: 'Home | About Us | Sitemap | Class Catalogs | News | Privacy Policy | Contact Us' and a copyright notice: '©2003 Metro Technology Centers'.

Step 5: Print out your confirmation sheet for your records. (Each month this department receives a report from Metrotech stating who has successfully completed the training).