

I'M ALERT

FOOD SAFETY TRAINING



How do I access the free food safety training?

Go directly to www.logan.imalert.com.au or visit the Logan City Council website www.logan.qld.gov.au.

How many user sessions are there?

There are unlimited user sessions. The program can be used as many times as you like.

What type of internet connection do I need?

The training can be conducted using any type of internet connection (eg. Dial-up, broadband). However, a broadband connection is recommended.

How much data will I download?

This will depend on the training program you select and the sections you choose to complete. The training programs have been developed using animation to minimise the download of data.

Is I'M ALERT easy to use?

Yes. The program is designed so that even people with only the most basic computer skills can easily navigate their way through the program.

Is the training accredited?

No. Training that is accredited and recognised nationally can only be delivered by a Registered Training Organisation (RTO).

How often should I conduct the training?

As often as required. Training should be conducted as part of the induction process for new employees (or employees changing roles) and conducted on a regular basis as part of their ongoing employment.

How long does it take to conduct the training?

This will depend on the sections you choose to complete. Approximate viewing times are displayed on the selection page.

What are the minimum system requirements to conduct the training online?

- Internet connection (Broadband highly Recommended)
- A modern web browser such as Internet Explorer versions 8, 9 or 10. FireFox, Safari, Mobile Safari or Google Chrome.
- Windows Vista, 7, OSX or iOS 4 and above

- Any modern computer or smart phone or tablet that supports html 5 web standards
- Screen Resolution of 1024 x 768
- Speakers or headphones
- Printer (if you wish to print your Form and Certificate)
- Adobe Reader (if you wish to view your Form or Certificate)
- Email address (for sending Form and Certificate)

Why has the training acknowledgement form got an "N/A" in the "Assessment completed" column?

The "N/A" that appears in the "Assessment completed" column represents "Not Applicable" (i.e. there was no assessment to complete as part of that section).

Why has the training acknowledgement form that I printed got an "X" for some sections?

- The "X" indicates that a particular section and/or quiz was not selected, viewed and/or completed.
- The "X" will also indicate that a user has skipped through a section and/or quiz without completing it.

My training acknowledgement form is lost. Is there a way I can source another copy?

Unfortunately, there is no way of recovering your documents. Should you complete the training again, you have the option to "save" the documents, "print" the documents and/or "email" the documents.

Can I complete some sections and return later?

I'M ALERT has been designed to complete in one session. If you wish to receive the training acknowledgement form and the certificate, you will need to select all sections, view all sections and complete all the quizzes in one session. Alternatively you can select a few of the sections, view the selected sections, complete the quizzes for the selected sections and receive the training acknowledgement form only (not the certificate) indicating the sections you just completed. You can then enter the site again later and select sections you have not viewed and complete them and print another training acknowledgement form. (Please Note: The system will not remember any of the settings or sections you completed in the previous session).

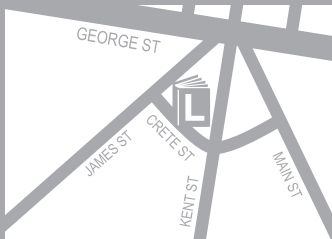
Free internet access (55 minutes per day) is available for members at our nine Logan Libraries. Bookings are required. Contact your local library for opening times or go to www.loganlibraries.org.

Not a member?

No problem - simply bring two forms of identification with your current address to join.

LOGAN CITY COUNCIL

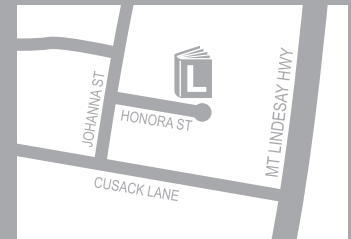
Library Locations



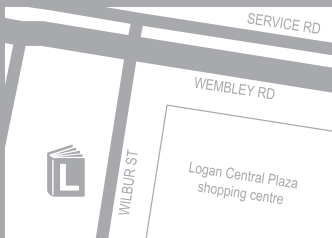
Beenleigh Library
Ph: 3412 4130
Crete Street
Beenleigh QLD 4207



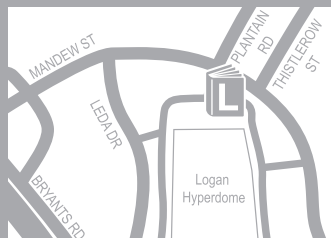
Greenbank Library
Ph: 3297 5158
145-167 Teviot Road
Greenbank QLD 4124



Jimboomba Library & Community Centre
Ph: 3412 4190
18-22 Honora Street
Jimboomba QLD 4280



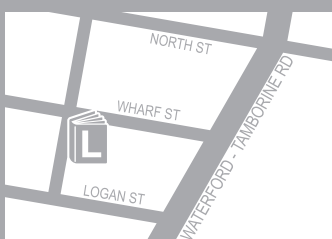
Logan Central Library
Ph: 3412 4100
26 Wilbur Street
Logan Central QLD 4114



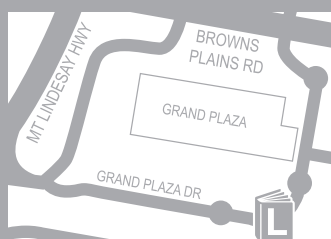
Hyperdome Library
Ph: 3412 4120
66-70 Mandew Street
Shailer Park QLD 4128



Logan North Library
Ph: 3412 4140
Cnr Sports Drive and Springwood Road
Underwood QLD 4119



Logan Village Library
Ph: 5546 3839
Wharf Street
Logan Village QLD 4207



Logan West Library
Ph: 3412 4160
69 Grand Plaza Drive
Browns Plains QLD 4118



Marsden Library
Ph: 3412 4180
35 Chambers Flat Road
Marsden QLD 4132