



1. Starting to Course

After login to the site, you can access the course page by clicking on the <u>title</u> below.

| | ntss | |
|----------|---------------------|------------------------------------|
| æ | Dashboard | NTSS Akademi: Dashboard |
| * | Site home | |
| m | Calendar | Course overview |
| C | Private files | ▼ All (except removed from view) ▼ |
| | My courses > | |
| <u>~</u> | Reports & Analytics | |
| | | NEBOSH NEBOSH IG New |

2. Couse Structure

You can access the course materials by clicking the blocks below. On the right, you can find the email account to reach your instructor.

| Course Content Y | NEBOSH IG New | | | | | |
|--------------------------------|------------------------------------|---------------------|---------------------|-----------------------------------|----------------------|---|
| 1. Announcement | Dashboard / My courses / NEBOSH IG | | | | | Online users |
| 2. Intro | | | | | Overall progress 8 × | 1 online user (last 5 minute O Önce Güvenlik 👦 |
| 3. NEBOSH Training Agreeme | C Announcements | | + | | | |
| 4. IG1 Exam information | | | | | | Reach NTSS |
| 5. IG2 Exam Information | | \square | 5 | 04 | Q. | Reach your Tutor: You can reach your tutor at |
| 6. Nebosh IG Study Guides | Announcement | Intro | NEBOSH Training | IG1 Exam information | IG2 Exam Information | training@ntss.com.tr |
| 7. IG1 Course Elements | | | Agreement | | | |
| 8. IG2 Course Elements | | * | - | B | 0 | Search forums |
| 9. Procedures, Policies and Fc | | | | | 0 | Search |
| 👼 My Courses 🔰 🗲 | Nebosh IG Study Guides | IG1 Course Elements | IG2 Course Elements | Procedures, Policies and Forms | Delegate Feedback | Advanced search 😧 |
| Course Navigation > | 9_9 | | | | | Latest announcements |
| % Site Navigation > | | | | | | (No announcements have been |
| | Live Discussion | | | | | housed April |



ntss

3. Announcements

From this section, you can become a member of the **Whatsapp group** to reach your trainer. You can also access the link to participate in **Teams sessions** held every month for the exams. This link is updated every month.

| | Ţ | / | r de la companya de l | Q. | Q. |
|-------------------------------|---------------------------|-----------------------|--|---|----------------------------------|
| Announcement | Intro | | NEBOSH Training Agreement | IG1 Exam information | IG2 Exam Information |
| Announce | ment | 1 | | | × |
| You can use the link below to |) join the WhatsApp group | . Participation in th | e group, which is used only for informat | ion sharing and communication, is not man | datory. Messages may be received |
| 19 March 2022 NEBOSH IG | WORKSHOP | | | | \odot |
| | | | | | Your progress 💡 |

4. Intro

NTSS's user guide for this course and NEBOSH IG Qualification Guide for Learners are in this section. We recommend that you read these documents carefully. In particular, read the **NEBOSH IG Qualification Guide for Learners**. Don't forget to watch the **short video** about NEBOSH IG. Please **Mark the read fields** to the right of all sections.

| | \bigtriangleup | G | Q | Q. |
|-------------------|---------------------------------------|------------------------------|----------------------|----------------------|
| Announcement | Intro | NEBOSH Training Agreement | IG1 Exam Information | IG2 Exam Information |
| 🛕 Intro | | | | × |
| User Manual for I | NEBOSH IG Online Course 1.8MB PDF dow | iment | | 0 |
| Nebosh IG Qualif | ication guide for learners | | | \odot |
| A short video abo | out NEBOSH IG | | | \odot |
| | | | | Your progress 💡 |



5. NEBOSH Training Agreement

Before starting the NEBOSH IG course, please download the NEBOSH Training Agreement from the download link below and press F5. After reading and signing, you need to upload the scanned version from the upload link below. Training modules will not start until this step is completed

| | SH Training Agreement | × |
|----------------------|---|---------------|
| Download NE | IOSH Training Agreement 263KB PDF document | ⊘ |
| Please down o | ad this agreement and upload back after complete and sign it. | |
| Done: Make a submiss | sion | Your progress |
| | | iou progress |

Once the contract has been downloaded and signed, click Upload signed NEBOSH Training Agreement.

If you click on the agreement, you will see a screen like the one below. Press the down arrow button to download the agreement from this screen.

| C Recent Download NEBOSH T | raining Agreement | | | | C 🗅 | 📀 🗴 |
|------------------------------------|---|---|---|---|-------------|--------|
| Announcen E PR02 | 2-FR-01 NEBO 1 / 9 | — 6 | 7% + | l \$) | • | : |
| Appounce | ntss | LEARNER A | AGREEMENT REV. REV. PAGE | UMENT NO PR02-FR-01 LISH DATE 02.01.2022 NO 01 DATE 04.03.2022 ES 1/9 | | ation |
| | Please complete this form w help us to ensure the traini possible. If you are unsure o a member of the NTSS team | ith as much inform ing you receive m of how to complete | ation as possible. The answerst your individual requant any aspect of this form, pl | wers you provide will uirements as fully as lease ask your tutor or | | |
| | Full Name | prior to the comm | encement of the course | | | × |
| <u> </u> | Date of Birth | | Gender Male | Female | | |
| O Down | National ID/Pass ID | | a mail | | | |
| Done: View | Nation | | e-man | | | |
| Please | Start Date | | Anticipated Completion | | | |
| To do: Make | | Academic | Qualifications | | | |
| | Name of college/school | Approximate Date | Subject(s) studied | Result/Grade | | ress 😧 |
| | | 04-0 | | | | |
| | Name of college/company establishment | / Year completed | Subject | Result/Grade | | |
| Nebosh IG suuuy Guides | IG1 Course Elements | IG2 Course | Elements a | nd Forms | s Live Disc | ussion |



To restore, click the **Add Submission** button below.

| Upload sig | Upload signed NEBOSH Training Agreement | | | | | | |
|-------------------------|---|--------------|----------------|--|--|---|--|
| To do: Make a submissio | n | \mathbf{A} | | | | | |
| Submission s | tatus | | | | | | |
| Attempt number | This is attempt 1. | | | | | | |
| Submission status | No attempt | | | | | | |
| Grading status | Not graded | | | | | | |
| Last modified | | | | | | | |
| Submission comments | Comments (0) | | | | | 0 | |
| | | | Add submission | | | | |

Drag and drop your signed agreement to the **field below** and click the **Save changes button** to complete the upload process.





When the upload is complete, you can return to the couse main page by clicking **Course overview**.

| Course Overview General | , ¹ | NEBOSH IG Nev Pashboard / My courses | V / NEBOSH IG / NEBOSH Training Agreement / Upload signed NEBOSH Training Agreement | | | | | |
|----------------------------|----------------|---|--|--|--|--|--|--|
| Announcement | > | Upload signed NEBOSH Training Agreement | | | | | | |
| Intro | > | Done: Make a submission | 1 | | | | | |
| NEBOSH Training Agreement | > | | | | | | | |
| Download NEBOSH Trai. | | Submission st | tatus | | | | | |
| Upload signed NEBOSH | .~ | Attempt number | This is attempt 1. | | | | | |
| IG1 Exam information | > | Submission status | Submitted for grading | | | | | |
| IG2 Exam Information | > | Grading status | Not graded | | | | | |
| Nebosh IG Study Guides | > | Last modified | Thursday, 17 March 2022, 5:43 PM | | | | | |
| IG1 Course Elements | > | File submissions | PR02-FR-01 NEROSH IG Learning Agreement.pd(17 March 2022, 5/43 PM | | | | | |
| IG2 Course Elements | > | | | | | | | |

The following point must be marked in order to access the course materials. This process happens automatically when you install. If this point is not checked, either the loading process is incorrect, try again or refresh the page with F5.

| NEBOSH Training Agreement | × |
|--|--|
| Download NEBOSH Training Agreement 263KB PDF document Done: View | Image: Control of the second se |
| Please download this agreement and upload back after complete and sign it. | |
| Done: Make a submission | Your progress |



6. IG1 Exam information

In this section you can find the documentation about the IG1 Exam. In addition, you must select the exam date you want to enter by entering the section below. Note: Please don't forget to tick the ticks on the right

| Q IG1 Exam information | × |
|---|---------|
| Exam information | |
| PLEASE SELECT YOUR EXAM DATE | \odot |
| Please select your exam date. Do not forget that you have 7 months to take the exam from the date of registration for the training. | |
| O WHAT YOU NEED TO DO DURING TO EXAMS | \odot |
| IG1 OBE System Login video URL | \odot |
| How will you see the IG1 OBE Exam Questions? | \odot |
| D How will you upload your IG1 OBE Answers? | \odot |
| Mock Exam | \odot |
| Dear Learner | |
| If you solve the attached mock exam and send it to odev@ntss.com.tr feedback will be given. | |
| Glossary | \odot |
| | |

7. IG2 Exam information

In this section you can find the documentation about the IG2 Exam. Note: Please don't forget to tick the ticks on the right.

| A | \bigtriangleup | (S) | Q. | Q. | | |
|---|---|------------------------------|----------------------|----------------------|--|--|
| Announcement | Intro | NEBOSH Training Agreement | IG1 Exam information | IG2 Exam Information | | |
| | | | | | | |
| IG2 Exam li | nformation | | | × | | |
| IG2 Risk Assessment Practice | al Guidance 2.7MB PDF document | | | | | |
| To do: View | e 196.8KB PDF document | | | | | |
| To do: View | | | | | | |
| IG2 Risk Assessment Templa To do: View | ite 73.3KB Word 2007 document | | | | | |
| O IG2 Tips | | | | | | |
| Upload the completed IG2 Risk Assessment Form | | | | | | |
| Opened: Tuesday, 1 December 20 | Opened: Tuesday, 1 December 2020, 12:00 AM Due: Tuesday, 8 December 2020, 12:00 AM To do: Make a submission | | | | | |
| | | | | Your progress 💡 | | |



8. NEBOSH IG Study Guides

In this section you can find NEBOSH IG Study books and supporting documents

| Nebosh IG Study Guides | × |
|--|------------|
| NEBOSH IGC Study Book - IG1 1.2MB PDF document | |
| NEBOSH IGC Study Book - IG2 6.7MB PDF document | |
| O Managing for health and safety (HSG65) 768.3KB PDF document | |
| Investigating accidents and incidents (HSG245) 1.6MB PDF document | |
| Reducing error and influencing behaviour (HSG48) 4.9MB PDF document | |
| O OBE Exam sample and answers | \bigcirc |
| This example is prepared to show students the exam technique. NTSS does not guarantee that these answers will receive a full 100 points. | |
| O IG1, IGC1 Sample paper | |
| ILO Conventions | \odot |
| ILO Recommendations | \odot |

9. IG1 Course Elements

In this section, you can find the presentations of the elements within the scope of the IG1 syllabus. There are midterm quizzes under each element for you to evaluate yourself. We recommend that you watch the elements in order.

| IG1 Course Elements | × |
|--|---|
| EBOSH International General Certificate - 1 | |
| | |
| Element 1 | |
| Element 1 Why we should emprove underlace booth and effety | |
| To do: View To do: Complete and pass the activity | |
| Element 1-Quiz | |
| | |
| | |
| Element 2 | |
| Element 2. How health and safety management systems work and what they look like | |
| To do: View To do Complete and pass the activity | |
| Element 2-Quiz | |
| | |
| | |
| Element 3 | |

Clicking on the **Element**, opens the following page.



Element 1 Why we should manage workplace health and safety



Enter

When you press the Enter button, a new page will open. After a while, the course module will appear on the page that opens below.

Each slide has a <u>slide timer</u> that doesn't let you press the NEXT button until the time runs out. You can continue reading or watching the slide content after the time is up.



You can go to the previous slide with the **PREV** button, or you can go to the previous slides by selecting it from the **Menu**. You can only go back and forth on watched slides. If you haven't watched the slide, you can't prove forward.



You can also reload the slide by clicking the replay button again.



Short Movies

There are short films in the slides, you need to click on them to watch it. Again there are slide timers for each short film and duration of each timer varies according to each short film. Please watch them carefully without skipping. There are subtitles in Turkish on them in the Turkish version of the course.



Interactive Slides

There are some interactive slides in the course like below. When you **click to titles**, you can read details about title at the **left side**. Also there is **scroll down bar** to read continued text in it.

| Bai | rriers to good standards of he | ealth & safety | | | |
|-----|--------------------------------|---------------------|--|--|--|
| Co | nflicting demands | | | | |
| | There are often | | | | |
| | competing and | | | | |
| | conflicting | Complexit | | | |
| | emands placed | | | | |
| | upon people | | | | |
| | and | Conflicting demands | | | |
| | organisations. A | | | | |
| | common conflict | Behavioural issues | | | |
| | of interest is | | | | |
| | that between | | | | |
| | | | | | |

NEXT button also helps you to see next title till to last title. You can't skip the slide without clicking any of titles. Please read their details carefully.



You can see other examples for interactive slide below.



C C C PREV



Quizes

There are quizzes in the modules to complete. You will see different types of quiz questions. You can find here types of quiz questions.

Multiple Choice

After you **tick to selections**, you must click to **SUBMIT** button.



Single Choice

| ■ Element-1 Why we should manage workplace | health and safety | |
|--|--|--------------|
| | What is an accident? An unwanted, unforeseen, unplanned event which results in a loss of some An unwanted, unforesaen, unplanned event that had the potential to result in a loss. A near miss with serious injury potential | |
| II | | С 🗘 SUBMIT 🗸 |

Puzzle

You need to drag answers at the left side and drop to correct matched one at the left side by mouse.

| Element-1 Why we should manage workplace heat | Ith and safety | | | |
|---|---|---------------------------------------|------------|----------|
| | | | | |
| | Reasons for Good Health a with correct description. | & Safety Practice - Match | | |
| | Humanitarian/Moral | Ethical and responsible behaviour | | |
| | Legal | The costs of accidents and ill-health | | |
| | Cost | Criminal and civil liability | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| ш | | | ¢ 5 | SUBMIT ✓ |
| | | | | |



Sorting

You need to drag sentences and drop to correct position to constitute a correct order.

| ■ Element-2 How health and safety management syste | ms work and what they look like? | | | |
|--|---|----|------|----------|
| | | | | |
| | manual the Key elements of U.O. OSU 2001 in connect and | | | |
| A | range the key elements of ILO-OSH 2001 in correct ord | er | | |
| 1. | Action for improvement | | | |
| 2. | Policy | | | |
| 3. | Organising | | | |
| 4. | Evaluation | | | |
| 5. | Planning and implementation | | | |
| | | | | |
| | | | | |
| | | | | |
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| | | | | |
| ► | | | ¢ \$ | ѕивміт ✓ |

Once you completed the quiz for each module, you can see the result.

| ≡ Element-1 Why we should manage workplace hea | Ith and safety | | | | |
|--|-------------------------------|----------------------------------|---|----------|--------|
| | Resu | lts | | | |
| | Your Score: Passing Score: | 60% (3 points) 80% (4 points) | | | |
| | Resu | It: | | | |
| | Review | Quiz | | | |
| > | | | ¢ | 🗘 🗸 prev | NEXT > |

You can review your answers and see correct answers by clicking to **Review Quiz** button.

You can't get same quiz again once you see the result or submit your answer. Quizzes doesn't affect your certification, their purpose is evaluating yourself and learning from your incorrect answers if there are.

Completing Module

When you complete the module, you have to close the screen by closing page from **x button** top right of the pop up screen.



Resume the module from where it left off

When you close the module screen before it is completed, you can continue from where you left off later. When you restart the module, you will see the following screen. If you press the <u>Resume</u> button, the module will start from the beginning, if you press <u>Restart</u>, the module will start from the beginning.



10. IG2 Course Elements

In this section, you can find the presentations of the elements within the scope of the IG2 syllabus. There are midterm quizzes under each element for you to evaluate yourself. We recommend that you watch the elements in order.





11. Procedures, Policies and Forms

You can access the quality documents of NEBOSH and NTSS related to this course from this section.

| Nebosh IG Study Guides | IG1 Course Elements | IG2 Course Elements | Procedures Policies and Forms | Delegate Feedback |
|--|----------------------|---------------------|----------------------------------|-------------------|
| Procedures | s, Policies and Forr | ns | | 8 × |
| NEBOSH PROCEDURES NTSS Policy and Procedures | | | | © © |
| | | | | Your progress 💡 |

12. Delegate Feedback

After the course is completed, you can share your feedback about us from this section.

| Nebosh IG Study Guides | IG1 Course Elements | IG2 Course Elements | Procedures, Policies and Forms | Delegate Feedback |
|---------------------------------------|----------------------------|---------------------|-----------------------------------|-------------------|
| After course completion, please share | re your feedback about us. | | | × |
| Codo: View To do: Submit feedback | 8 | | | Vour progress 📀 |

13. Live Discussion

On the course page that appears below, you can find the Live Discussion section where you can communicate with other colleagues to share information.

