



## Safety Training- MANDATORY

According to D.Lgs. 81/08 and Accordo Stato-Regioni del 21.12.2011 e s.m.i.

### MASTER course

#### General Training

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##### NOTE:

- ✓ If you already had the Certificate of General training, please send it to the following e-mail address: [manuela.garavani@unipv.it](mailto:manuela.garavani@unipv.it) in order to assess whether you are exempted.
  - ✓ For information regarding the **didactic evaluation** of contents, the tutor is dr.ssa Manuela Garavani - Phone n. 0382.984888 - Area Tecnica e Sicurezza - Servizio Sicurezza e Salute - [manuela.garavani@unipv.it](mailto:manuela.garavani@unipv.it)
  - ✓ **For technical IT questions** (for example change **password**, **difficulty accessing the course**) please contact Technical tutor dr.ssa Elena Vecchia, [elena.vecchia@unipv.it](mailto:elena.vecchia@unipv.it) - Phone n. 0382.986073 - Area Relazioni Internazionali, Innovazione Didattica e Comunicazione - UOC Infrastrutture digitali per didattica, formazione e comunicazione.
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#### How to access the platform

- ☑ visit the address:  
<https://elearning-fo.unipv.it/course/index.php?categoryid=4>
- ☑ login by entering your University credentials  
(Username: your TAX NUMBER; Password: your UNIPV PASSWORD);
- ☑ select:  
**Percorso Formativo MASTERISTI**
- ☑ Access the course by clicking on:  
**GENERAL Training\_MASTERISTI**

#### **IMPORTANT!**

It is mandatory to view and download the project form document. This document is considered "accepted" when you start the course.

#### Structure of the course

The course consists of 6 lessons (units) plus an introductory unit, Module 0 - "The Training Project". The navigation through these units is "bound" in that it is not possible to access the following lesson if the previous module has not been completed in all its parts.

Each unit, with the exception of Module 0, includes a self-assessment test ("Test your knowledge"): these tests are a time for learning and self-assessment in order to give you the chance

of testing yourself and correcting your mistakes.

Even though they are compulsory and are considered as part of the learning process itself, these tests do not entail any evaluation by the Tutor; as a matter of fact, they should be regarded as a chance to deepen your knowledge of the topics discussed in a certain unit.

At the end of the training, you are invited to fill the "Course evaluation form": your comments, remarks and proposals on the course will help us create a product that is more and more meeting your demands and expectations.

*The course ends with a "Final assessment", which is mandatory for all participants.*

This test can be attempted three times, in a set duration time (30'), it consists of 24 questions and it will be passed if the number of correct answers is equal to or greater than 75% (at least 18 out of 24). Notwithstanding the completion of the course, if you don't pass the "Final assessment", please contact the Tutor by mail ([manuela.garavani@unipv.it](mailto:manuela.garavani@unipv.it)) in order to agree on how to recover the test. Only at the end of the training process you will be able to view, download (in PDF format) and save the Certificate; if the file of the Certificate will be lost, the course should be repeated!