

Nipissing University

Instructions on How to Self-Enroll for WHMIS Training and How to Access the WHMIS Training Quiz for your Clinical Clearance Package.

Please note that the Instructions for taking the WHMIS training have recently changed. You will need to self-enroll in the WHMIS training session. Please see the instructions below for how to Self-Enroll. Once you are enrolled, please follow the instructions below on how to access and complete your WHMIS Training for your Clinical Clearance Package. If you have any questions in this regard, or if you experience technical issues, please submit a ticket through helpdesk@nipissingu.ca



How to Self-Enroll in WHMIS Training on Nipissing University's Blackboard

Samantha Fraser | 12 steps | 30 seconds



1 Navigate to <https://my.nipissingu.ca/>

2 Click "Go to Blackboard"



WebAdvisor

Register for classes, view exam schedules, access financial info.

[Go to WebAdvisor](#)



Student Mail

To access your student mail account select the Check your EMail button below.

[Check your EMail](#)



Blackboard Learn

View your class sites, check grades, submit assignments.

[Go to Blackboard](#)



Help Desk Tech Support

Create a help desk ticket for technology issues.

[Go to Help Desk](#)



Student Counselling

Explore positive mental health and emotional well-being support.

[Go to Counselling](#)

Class Cancellations

Friday, March 15, 2024

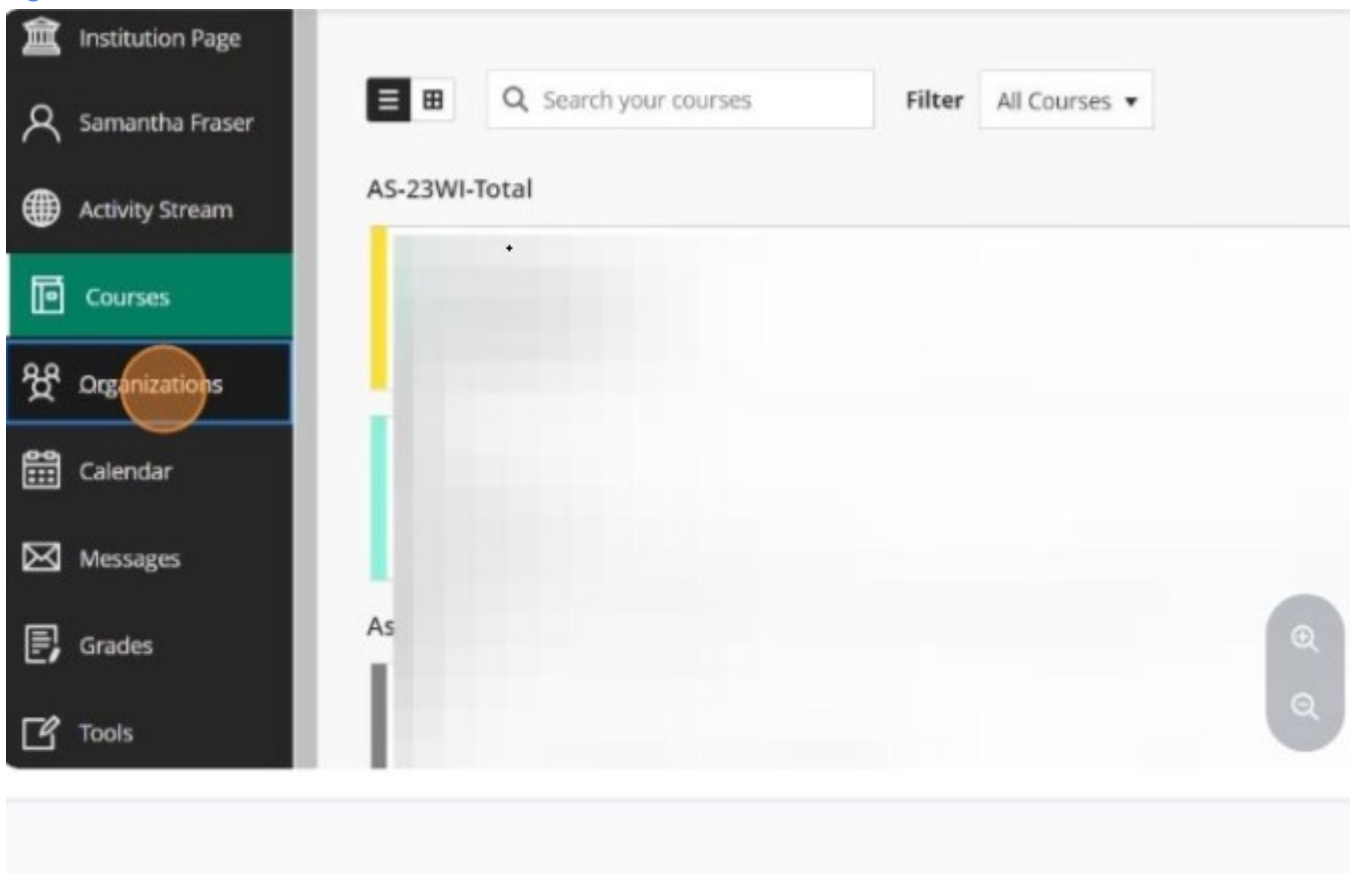
You have no cancelled classes today.

Campus Notifications

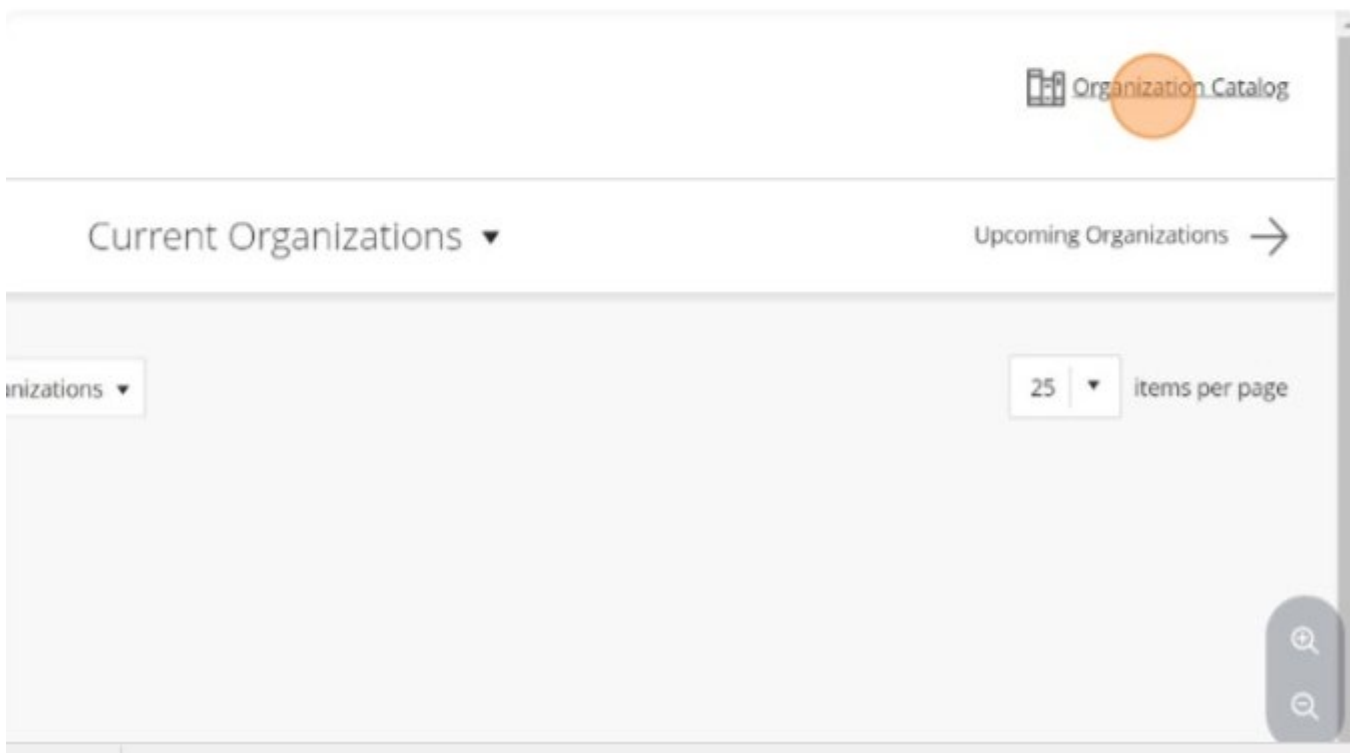
Maintenance - WebAdvisor/Self-Service 7:00 PM.

Maintenance - WebAdvisor/Self-Service - Friday, March 15, 2024

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4 Click "Organization Catalog"



5 Type "WHMIS" and press **enter**

6 Click the drop down arrow next to "WHMIS-Nursing-2024"

The screenshot shows the Blackboard Organization Catalog interface. On the left is a dark sidebar with navigation links: Institution Page, M. Giddens, Activity, Courses, Organizations, Calendar, Messages, Grades, Tools, Admin, and Sign Out. The main content area is titled "Organization Catalog". It features a search bar with "Organization Name" selected, containing the text "whmis", and a date filter "AND Creation Date Before" set to "02/01/2025". Below the search bar are sections for "Browse Categories" and "Browse Terms", both with a dropdown menu set to "--unspecified category--" and a "Go" button. The search results are displayed in a table with columns: ORGANIZATION ID, ORGANIZATION NAME, and LEADER. The first row is "WHMIS-Nursing-2024" with a dropdown arrow next to the ID, "WHMIS for Nursing" as the name, and "Wendy Pearce" as the leader. The second row is "WHMIS-TRAINING" with a dropdown arrow next to the ID, "Workplace Hazardous Material Information System (WHMIS) for Staff" as the name, and "Michelle" as the leader. A red circle highlights the dropdown arrow next to "WHMIS-Nursing-2024". A search icon is visible in the bottom right corner of the interface.

ORGANIZATION ID	ORGANIZATION NAME	LEADER
WHMIS-Nursing-2024	WHMIS for Nursing	Wendy Pearce
WHMIS-TRAINING	Workplace Hazardous Material Information System (WHMIS) for Staff	Michelle

7 Click "Enroll"

The screenshot shows a web application interface. On the left is a dark sidebar with a user profile at the top labeled "Samantha Fraser". Below the profile are several navigation items: "Activity Stream", "Courses", "Organizations", "Calendar", "Messages", "Grades", "Tools", and an "Out" button. The main content area has a header section titled "Browse Terms" with the instruction "Select a term to see only organizations belonging to that term". Below this is a dropdown menu showing "--unspecified term--" and a "Go" button. The main area contains a table with two columns: "ORGANIZATION ID" and "ORGANIZATION NAME". The table has two rows: one with "WHMIS-Nursing" and another with "WHMIS-TRAINING". An orange circular button labeled "Enroll" is positioned over the "WHMIS-Nursing" row. The "WHMIS-TRAINING" row's name is truncated. On the right side of the main content area, there are two magnifying glass icons in a vertical stack.

ORGANIZATION ID	ORGANIZATION NAME
WHMIS-Nursing	WHMIS-Nursing
WHMIS-TRAINING	workplace Hazardous Material Information System (WHMIS) Training 2015

8 Click submit.

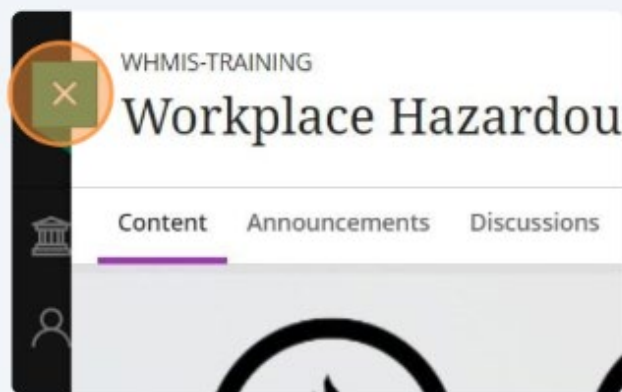
The screenshot shows a form submission screen. It features a large, empty rectangular area for text input. At the bottom right of this area, there are two buttons: a grey "Cancel" button and an orange circular "Submit" button.



If you receive an error message, please submit a ticket to helpdesk.nipissingu.ca for support.



You're now enrolled in the organization! Click "X" to close.



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Click "Organizations" to return to the main organization menu.

The screenshot shows a user interface with a dark sidebar on the left containing navigation links: Institution Page, Samantha Fraser, Activity Stream, Courses, Organizations (highlighted with an orange circle), Calendar, Messages, Grades, and Tools. The main content area is light gray and contains two filter sections. The first section, 'Select a category to see only organizations belonging to that category', has a dropdown menu set to '--unspecified category--' and a 'Go' button. The second section, 'Browse Terms', has a dropdown menu set to '--unspecified term--' and a 'Go' button. Below these filters is a table with two columns: 'ORGANIZATION ID' and 'ORGANIZATION NAME'. The table lists two organizations: 'WHMIS-Nursing' and 'WHMIS-TRAINING'. A search icon is visible in the bottom right corner of the main content area.

ORGANIZATION ID	ORGANIZATION NAME
WHMIS-Nursing	WHMIS-Nursing
WHMIS-TRAINING	Workplace Hazardous Material Information System (WHMIS) Training 2015

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WHMIS will now be permanently in your organization list.



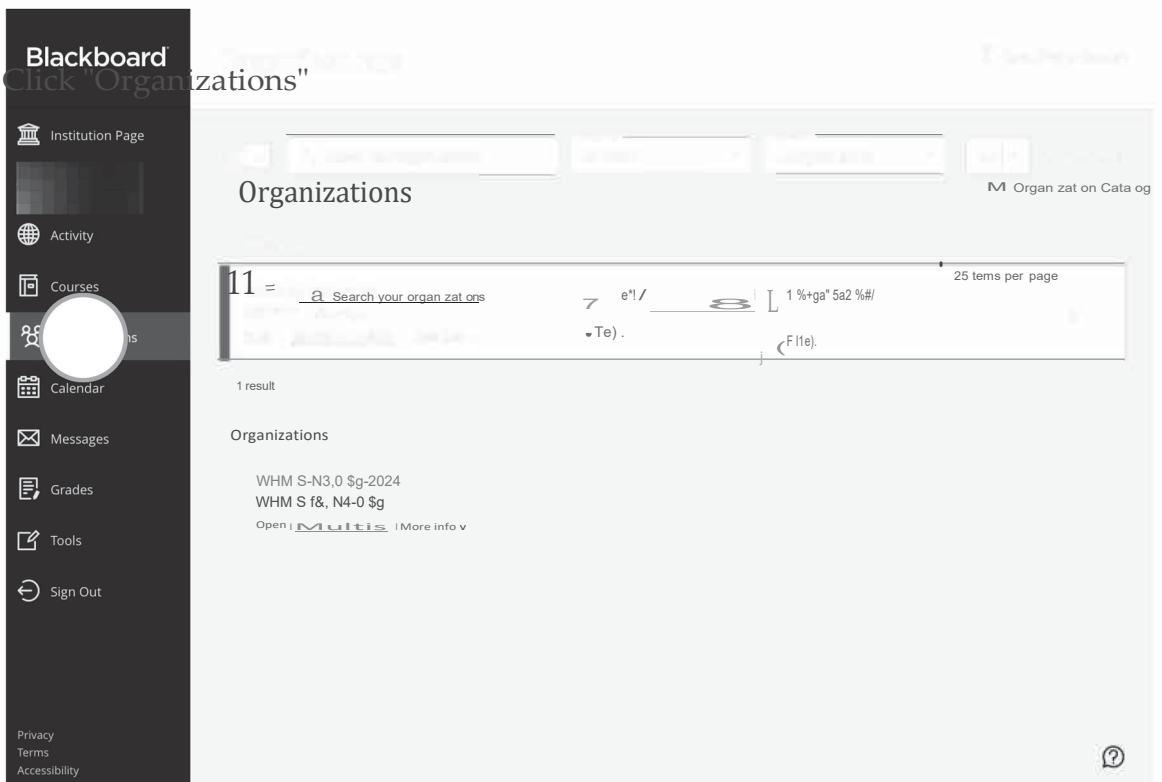
Accessing WHMIS Quiz for your Clinical Clearance Package.

Chris Bird 17 steps 130 seconds

- Nipissingu

1 Log in to Blackboard

2 Click "Organizations"



3 Click "WHMIS for Nursing"

Blackboard Organizations Organization Catalog

Institution Page

Activity

Courses

Organizations

Calendar

Messages

Grades

Tools

Sign Out

Privacy
Terms
Accessibility

Search your organizations

Terms
All Terms

Filters
All organizations

25 items per page

1 result

Organizations

WHMIS-Nursing-2024
WHMIS for Nursing
Open [View Leaders](#) | [More info](#)

?

4 Click "Get Started!"

WHMIS-Nursing-2024

WHMIS for Nursing

Content | Calendar | Announcements | Discussions | Gradebook | Messages | Groups

Organization Content

[Get Started!](#)

Organization Faculty

Amy Boudreault
LEADER

Patricia Czaikowski
LEADER

[Show more](#)

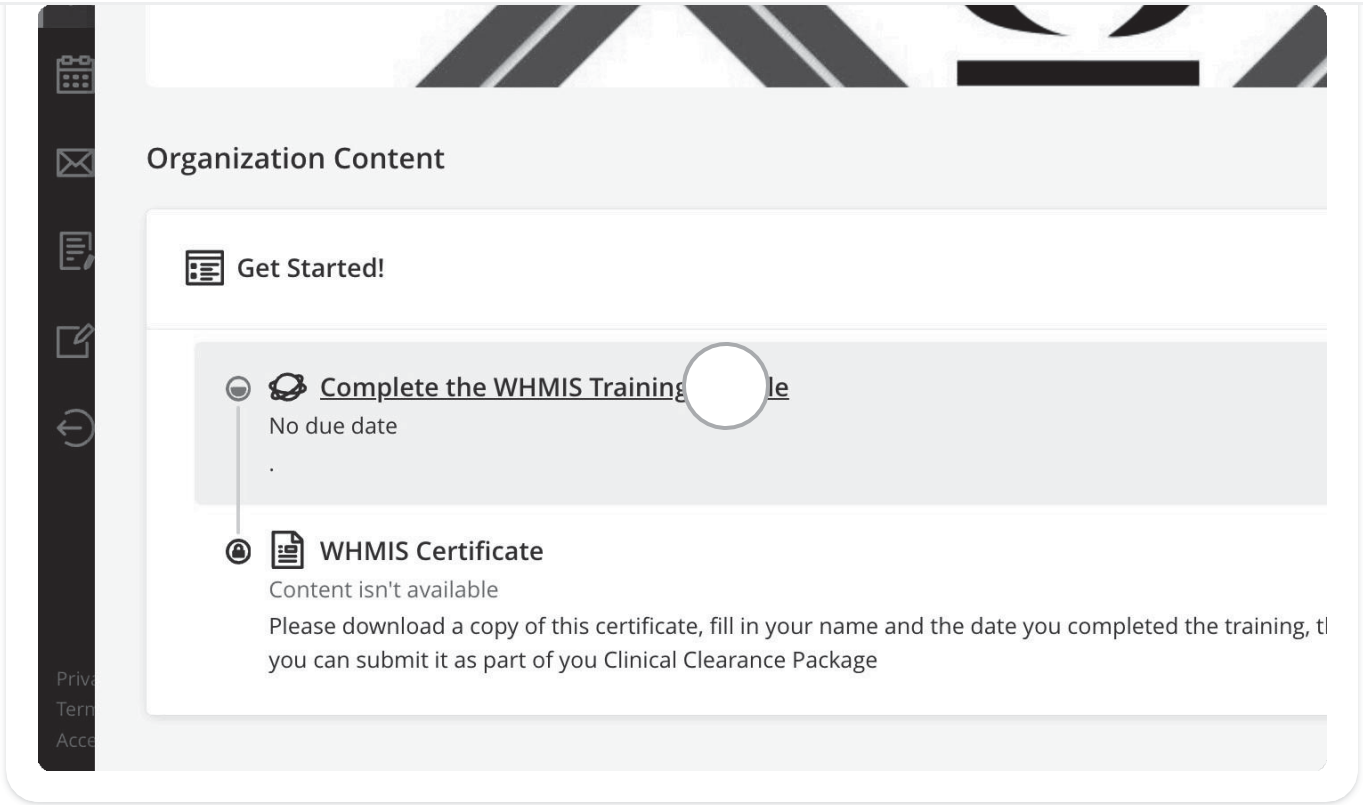
Details & Actions

[Roster](#)
[View everyone in your organization](#)

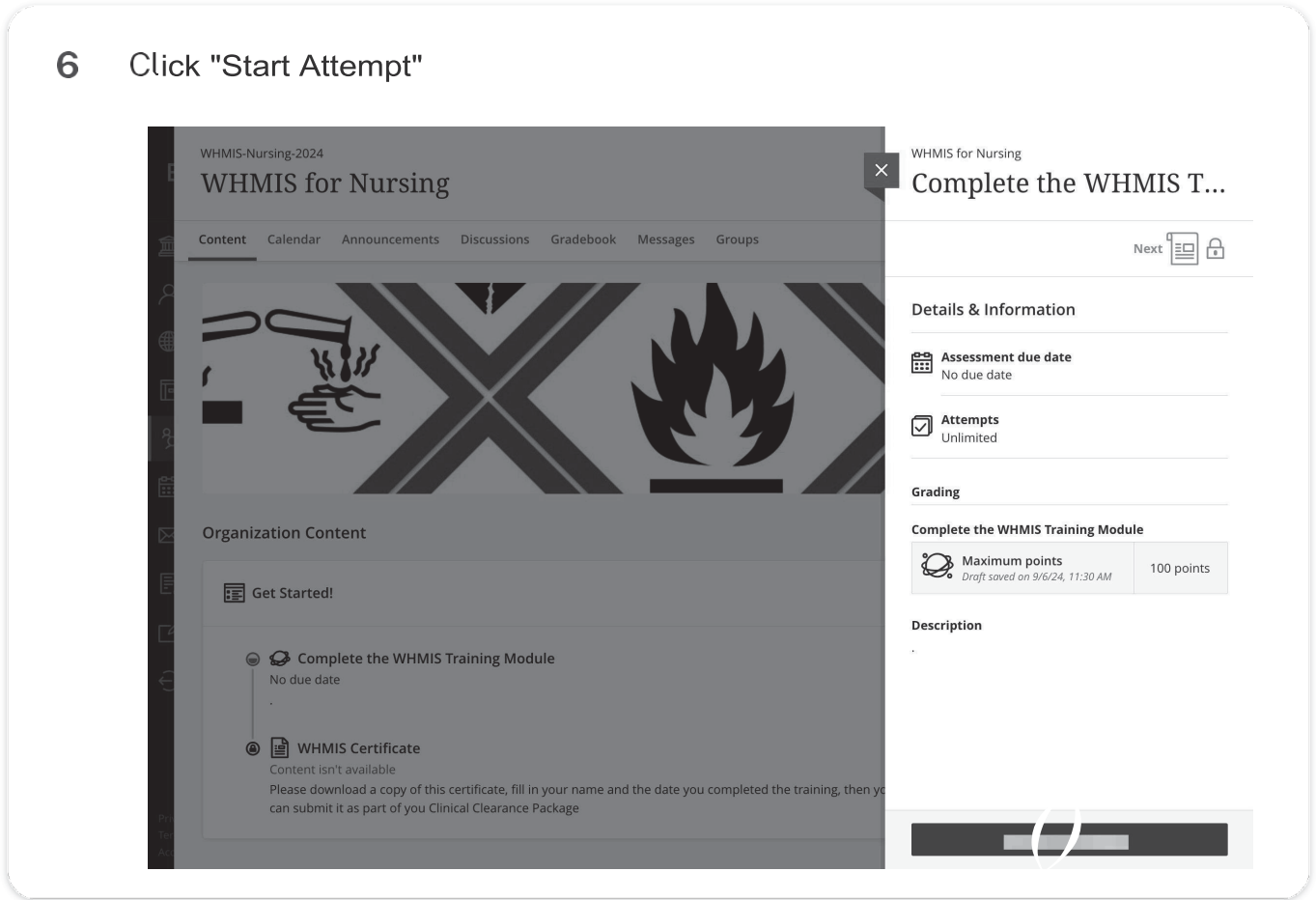
[Progress Tracking](#)
Off

?

Screen 5: Click "Complete the WHMIS Training Module"



6 Click "Start Attempt"



Upon Completion of the WHMIS Training. You will need to print or download your certificate, then manually enter your name and date of completion on the certificate. Then save as a pdf document and submit with your clinical clearance package.

