

Steps to Self-Register for Training

1. Visit: <https://train.onqsafety.com/memun>
2. Click on **Create new account**
3. Complete the Create Account Form
 - a) Select your **Department**
 - b) Select your **Member**
 - c) Enter **First and Last name** (This will appear on your certificate of completion)
 - d) Enter your **Email**
 - e) Create a password (at least 6 characters)
4. Click “Create New Account”

You will use your email and password to login on returning.

Click “Save” when your browser prompts you to save your username and password.

The image shows a two-step registration process. The top part is a login/register page with a 'Create new account' button highlighted in yellow and a green circle '2' next to it. The bottom part is the 'Create Account' form with a green circle '3' next to the 'Department' and 'Member' dropdowns. The form includes fields for 'First name', 'Last name', 'Email', and 'Password', with a 'Create New Account' button highlighted in blue and a green circle '4' next to it. A 'Cancel' button is also visible.

SAFETY NATIONAL
Maine Municipal Association

Already have an account?

Username / Email / Student
Password / Student #

Remember username

Log in

Forgotten your username or password?

Cookies must be enabled in your browser. ⓘ

First time here?

Create new account 2

Create Account ▾

Steps:

1. Complete the form below.
2. Verify your selections to make sure you will receive credit for your course.

Department Select... 3

Member Select...

First name ⓘ

Last name ⓘ

Email ⓘ

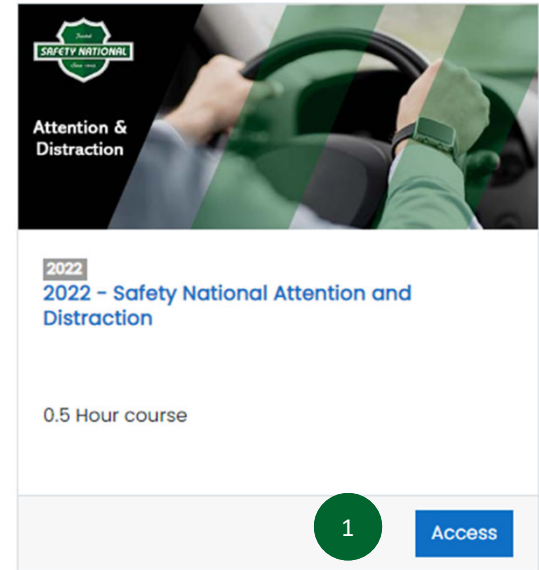
Your password must be at least 6 characters/digits long.

Password ⓘ ⓘ


Create New Account 4 Cancel

Steps to Training

1. Locate your course – click Access
2. Select a lesson
3. The lesson should open in a new window, if not you can click ‘Launch’
4. Completed lessons will be indicated by a checkmark




LESSON

2  Attention and Distraction

4 

3

Launch course 

Training FAQs

- **General Issues:** Use Google Chrome as your Web Browser to complete the training.
- **Items don't appear:** Go into your browser to "allow Pop-ups."
- **Nothing Happens on Launch:** When you click "Launch Lesson", the lesson should open in a new window. If you click the button and nothing happens, the lesson may already be open in a hidden window.
- **Can't Advance to the Next Section:** Each section of the lesson must be completed before you can advance to the next section.
- **Doesn't Mark as Complete:** A minimum score of 80% must be achieved on the lesson quiz or challenge for the lesson to be marked complete. If you do not get an 80% the first time, you will need to retake the quiz and get a passing score.
- **No Sound:** If the sound doesn't start with any slide, click "Pause" and then click "Play."
- **Small Images:** If you are completing the training on a mobile device and the images and videos appear too small, you can zoom using your fingers to enlarge the images and videos.

Tech Support

- For technical support, please call On Q at 800-355-0576 or email support@onqsafety.com. Provide your name, e-mail address, phone number, and a description of your problem. Your computer type and web browser type will greatly help.
- Tech Support is available Monday-Friday 9:00 AM - 5:00 PM Mountain Time.