Instructions for TAs assigned to BCOE Instructional Labs

Per new EH&S guidelines, all Instructional Labs will need to provide documents from responsible parties.

Refer to this site to identify all eligible TAs: https://intra.engr.ucr.edu/instructional-labs

The assigned TA will receive an email inviting you to join a Canvas course named "**<DEPT> Instructional Labs**" from your departmental Engineer and/or LSO.

You must complete all the assignments for your assigned module (e.g. <COURSE NAME> - TAs Only)

This will include:

1. BCOE General Training Video
2. Review of Chemical Hygiene Plan (CHP)
3. Review Lab Safety Manual
4. Review Primary Safety Responsibilities of TAs
5. Primary Safety Responsibilities of Teaching Assistants Quiz
6. Submit Learning Management Services Transcript
7. Review Site Specific LHAT and Minimum PPE
8. SOP Acknowledgment Form
9. Site Specific Training Video
10. Instructional Lab Site Specific Training Checklist

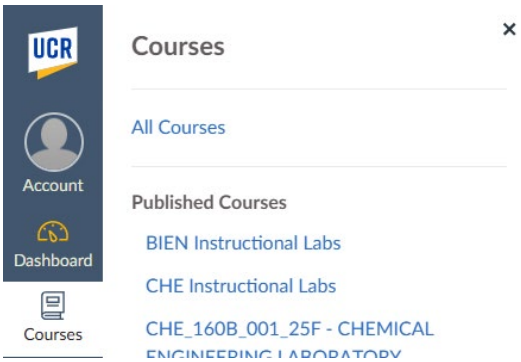
Completion of the all the assignments is expected before the 1st day of lab instruction for your course.

STEPS TO COMPLETE REQUIRED ASSIGNMENTS ON CANVAS COURSE

1. Log into the Canvas website (https://elearn.ucr.edu/)
2. You should receive a course invitation from <DEPT> Instructional Labs, click "**Accept**"



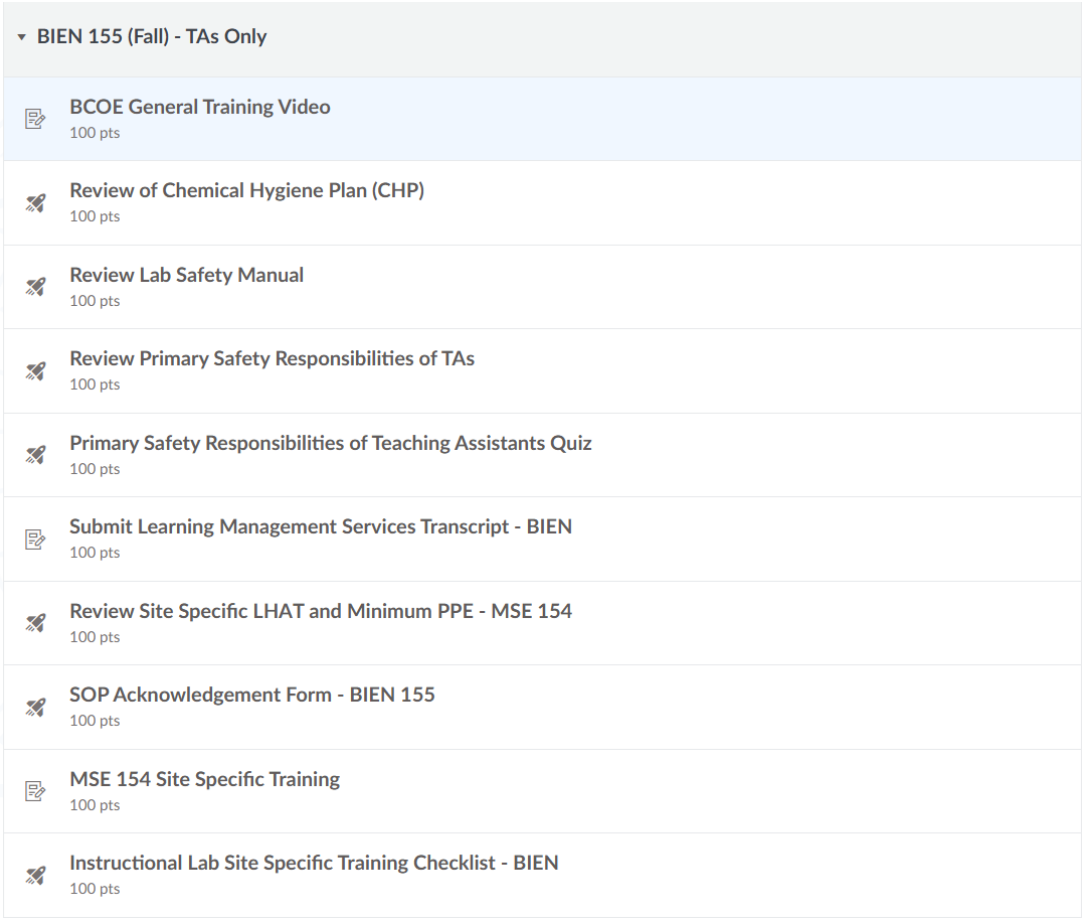
3. Click on the "**Courses**" and select "**All Courses**"



4. Click on the **<DEPT> Instructional Labs** course page



5. You should see a module for your specific course and role (i.e. BIEN 155 (Fall) - TAs Only)



6. Click on each assignment listed to complete (best to complete in sequential order from top to bottom)