



IRELAND SAFETY TRAINING

QUICK GUIDE FOR EMPLOYERS

www.ireland-safetytraining.com

Registration Process:

Please ensure accurate completion of the registration process for your employees by following the steps provided. If you intend to register multiple employees, it is advisable to set up an account under your company's name, which facilitates payment via business cards and ensures that invoices are sent to your company's email with all necessary details.

IRELAND SAFETY TRAINING

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Google 4.9 (1000+) reviews

CPD Approved

RSPA Member

LOGIN

★ 149,200 Offered Certificates

📶 24/7 Online Training

✅ Money Back Guarantee

🏆 Fully Accredited Courses

🏆 Top #1 Provider in Ireland and UK

🏆 Award-Winning Online Courses and Training

Providing the best Online Health and Safety Courses and Training, offering top-quality instruction, certification management, and expert consultative services to ensure every worker's safety. Simplifying workplace safety with trusted online solutions.

GET CERTIFIED TODAY

149200 LEARNERS

149200 OFFERED CERTIFICATES

26 QUALIFIED INSTRUCTORS

Account Setup:

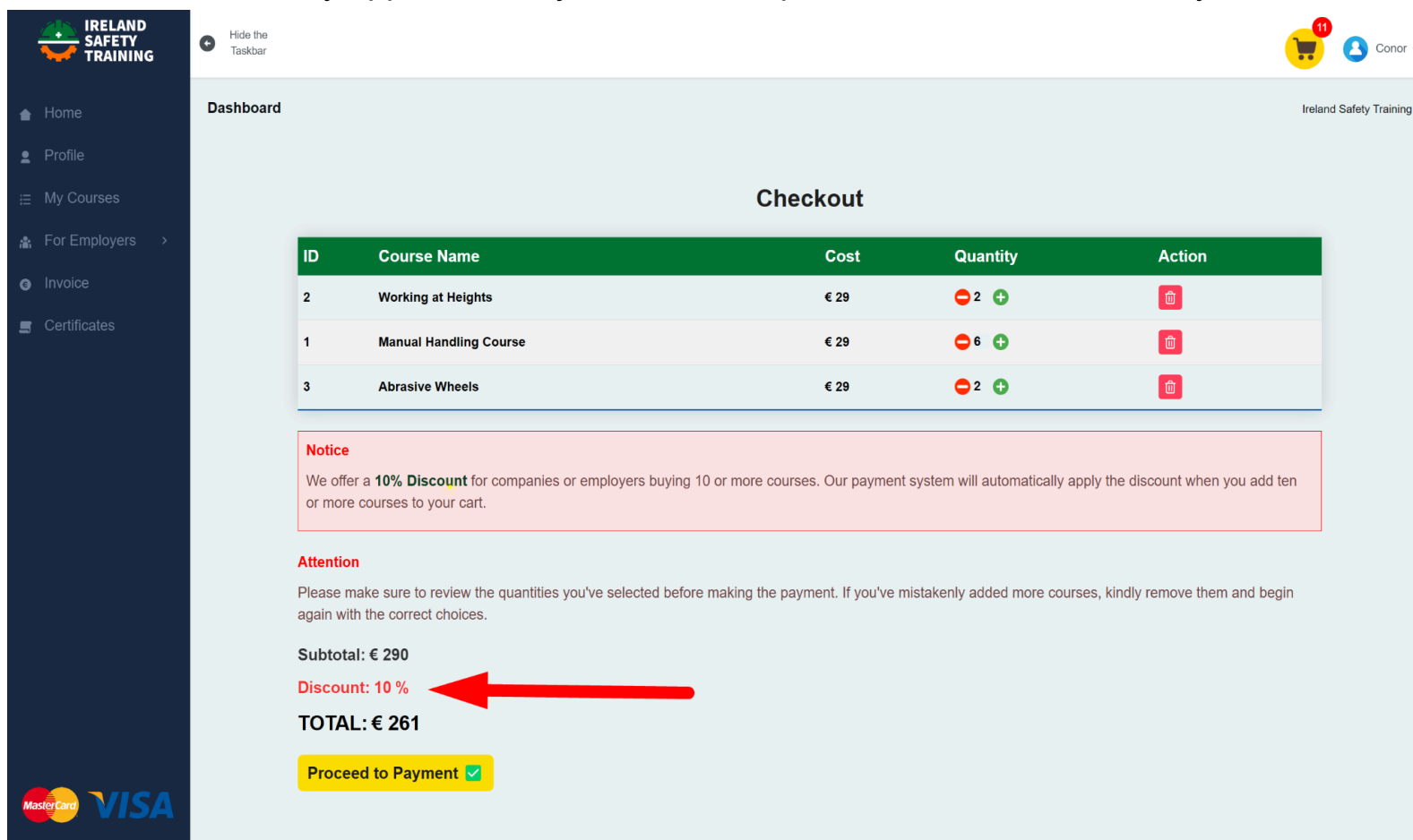
When creating a business account, use your company's address to ensure invoices contain complete company details, simplifying the billing process.

Purchasing Courses:

It's advisable to purchase the necessary number of courses before registering your employees. This way, you can easily assign courses during their registration process. Remember, our system allows flexibility; there's no time limit on when the courses can be used.

Bulk Purchase Discount:

Benefit from a **-10% Discount** on purchases of 10 or more courses. The discount is automatically applied when you add the required number of courses to your cart.



The screenshot shows the checkout page of the Ireland Safety Training website. The page features a dark blue sidebar with navigation options: Home, Profile, My Courses, For Employers, Invoice, and Certificates. The main content area is titled 'Checkout' and displays a table of items in the cart:

ID	Course Name	Cost	Quantity	Action
2	Working at Heights	€ 29	2	[Remove]
1	Manual Handling Course	€ 29	6	[Remove]
3	Abrasive Wheels	€ 29	2	[Remove]

Below the table, a pink notice box states: "Notice: We offer a 10% Discount for companies or employers buying 10 or more courses. Our payment system will automatically apply the discount when you add ten or more courses to your cart." Below this, an attention box says: "Attention: Please make sure to review the quantities you've selected before making the payment. If you've mistakenly added more courses, kindly remove them and begin again with the correct choices." The subtotal is € 290. A red arrow points to the "Discount: 10 %" line. The total is € 261. A yellow "Proceed to Payment" button with a checkmark is at the bottom. The footer includes logos for MasterCard and VISA.

Registering Employees:

To register an employee, navigate to the 'For Employers' section via the green bar menu on our website, then click on 'Register your employee'.

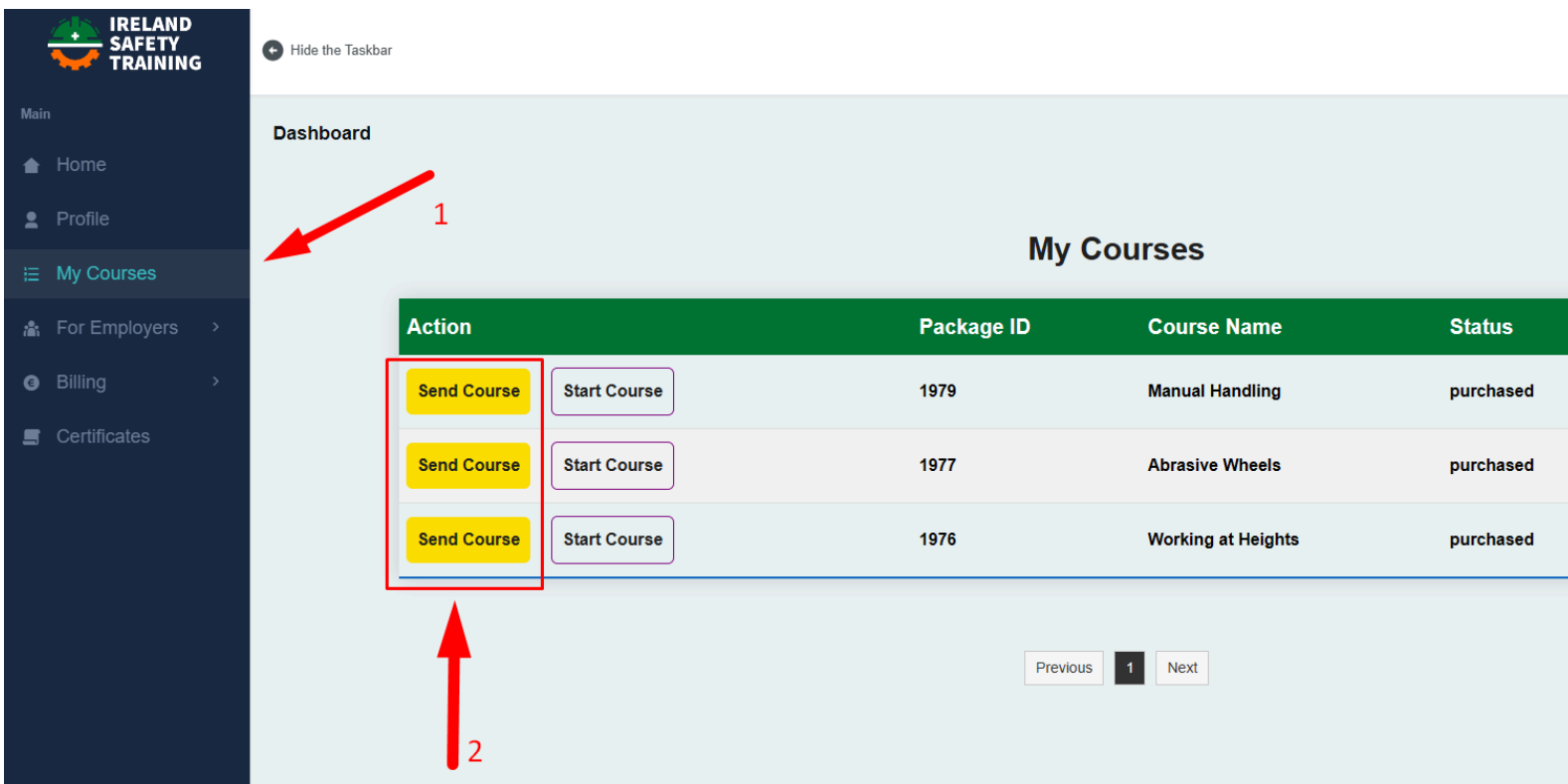
Fill in the registration form with your employee's details. Ensure that the email address is accurate as it is essential for their course access.

The screenshot displays the Ireland Safety Training website interface. On the left, a dark blue sidebar menu contains the following items: Home, Profile, My Courses, For Employers (highlighted with a red arrow and the number 1), Employer Dashboard, Register your employee (highlighted with a red arrow and the number 2), Instructions, Invoice, and Certificates. The main content area is titled 'Dashboard' and features a three-step progress indicator. Step 1, 'Register The Employee', is the active step, indicated by a green checkmark and a circular progress indicator with the number 1. Step 2, 'Check Your Dashboard', and Step 3, 'Go to page "My Courses" from the menu and then "Send the Course" to employees', are also marked with green checkmarks but have circular progress indicators with the numbers 2 and 3 respectively. To the right of the progress indicator, a white registration form titled 'Register Your Employees' is shown. The form includes the following fields and elements: a text input field for 'Enter employee's Full Name' (pointed to by a red arrow and the number 3), a text input field for 'Enter employee's Email Address' (pointed to by a red arrow and the number 4), and a yellow 'Add Employee' button with a green checkmark icon. The top right corner of the page shows a shopping cart icon with a red notification bubble containing the number 10, a user profile icon for 'Conor', and the text 'Ireland Safety Training'. The bottom left corner features the MasterCard and VISA logos.

Course Allocation and Access:

Once registration is complete, you can immediately send the courses to your employees.

They can log in with the personal details provided via email and start their training at any time. Please advise them to check their spam and junk folders for the login email.



The screenshot shows the Ireland Safety Training dashboard. The sidebar on the left contains the following menu items: Home, Profile, My Courses (highlighted), For Employers, Billing, and Certificates. The main content area is titled 'Dashboard' and 'My Courses'. A table lists three courses with the following data:

Action	Package ID	Course Name	Status
Send Course	1979	Manual Handling	purchased
Send Course	1977	Abrasive Wheels	purchased
Send Course	1976	Working at Heights	purchased

At the bottom of the table, there are 'Previous', '1', and 'Next' navigation buttons. A red arrow labeled '1' points to the 'My Courses' menu item in the sidebar. A red arrow labeled '2' points to the 'Send Course' button in the 'Action' column of the table.

When sending a course to your employee, please ensure that the email address entered matches the one used during registration. It's important to note that your employee or employees will not receive an email notification when the course is allocated to their account.

Instead, they can simply log in using the personal login details emailed to them on the day of registration. From our website, they can then follow the instructions on how to begin their courses.

Everything is very structured and simple ✓

Send the course

Course ID: #1982 - Manual Handling

Please enter your employee's email address

1 → Fionn

2 → fionnhogan@gmail.com

3 → Send ✓

IMPORTANT: Please do not click on any **'Start Course'** button unless you intend to take the course yourself. Clicking it will automatically activate the course for you, and it will no longer be possible to assign it to your employee.

If you click the **'Start Button'**, the course will be activated for you. If you click **'Send Course'**, you can send the course to your employee whom you have previously registered in the system.

IRELAND SAFETY TRAINING

Hide the Taskbar

Dashboard

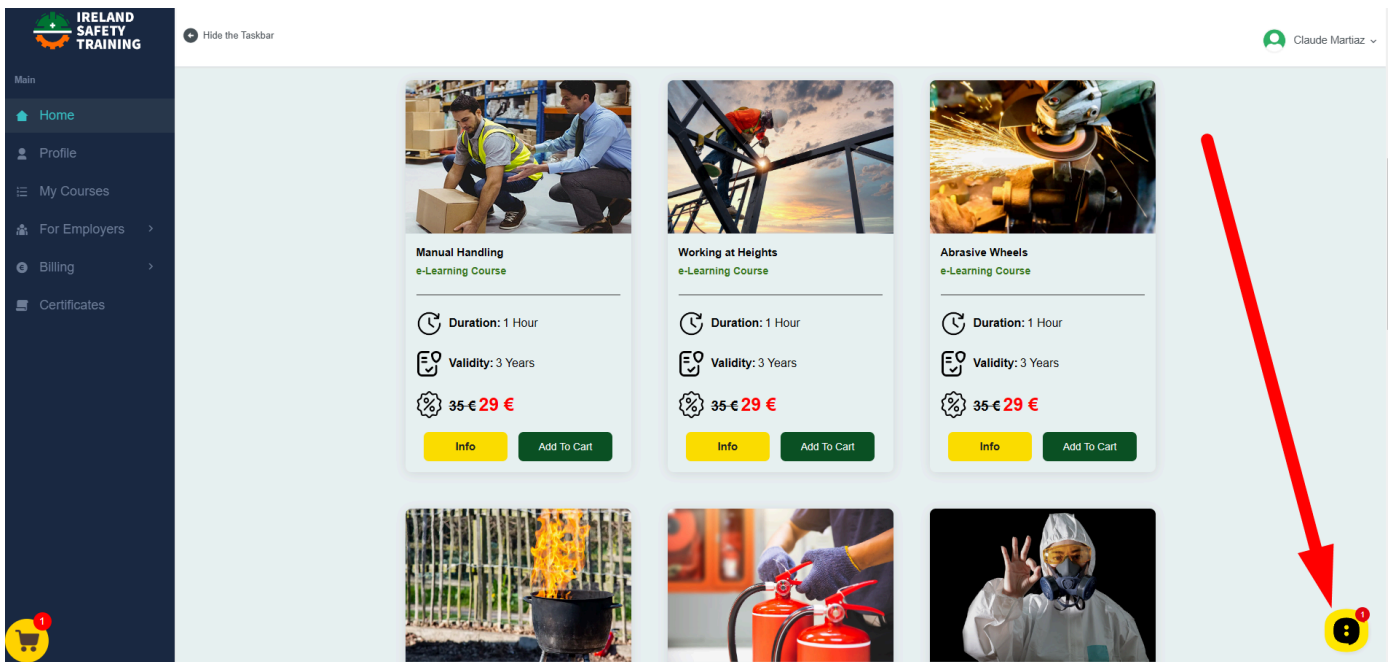
My Courses

Action	Package ID	Course Name	Status	Certificate
Send Course Start Course	1977	Abrasive Wheels	purchased	-
Send Course Start Course	1976	Working at Heights	purchased	-
Send Course Start Course	1975	Manual Handling	purchased	-

Previous 1 Next

Support and Assistance:

For any discrepancies during the process, please contact us at info@Ireland-SafetyTraining.com or via our **Live Chat**, which is always visible on our website. Our customer service team is available daily from 9 AM to 10 PM on weekdays, and from 10 AM to 9 PM on weekends.










Please note: Our training includes both the **theoretical and practical** components required by Irish legislation. The theoretical portion is available 24/7, and individuals can use any device to complete it. Following the completion of the theoretical segment, instructions will be provided on our website regarding how to schedule the practical session with our team at a time convenient for them.

Please notify your employees that as their employer or company, you have already purchased the course or courses for them. This will help prevent any confusion or misunderstandings regarding the payment for the training.

Training Completion and Certificate Access: After training, you can track employee progress and download certificates from the ‘Dashboard’ section under ‘For Employers’. There you will find a list of all registered employees, their status—whether they are assigned to a course, currently studying, or have completed it—and the ability to download the course directly from your system.

Certificates are visible in your dashboard upon course completion and are also emailed to the employees.

Employer Dashboard

Action	Employee Date Of Registration	Employee Name	Employee email	Assigned Course	Certificate
	2024-07-27 19:16:36	Kieran Flanagan	kieranflanagan@gmail.com	-	-
	2024-07-27 19:16:21	Fionn Hogan	fionnhogan@gmail.com		-
	2024-07-27 19:16:06	Rory McDonagh	mcdonagh@gmail.com		-
	2024-07-27 19:15:46	Sean Murphy	seanmurphy@gmail.com	-	
	2024-07-27 19:15:26	Liam O'Connor	liam.o.connor@gmail.com	-	-

All courses remain visible and accessible for further study free of charge for three years.

Our website is available 24/7 for managing your dashboard and billing. If you need to update your account details, please email us at info@ireland-safetytraining.com or use the **live chat** on our website for prompt assistance.

Our team is dedicated to giving the best service for your needs! 😊

