



Office Safety

While not thought of as hazardous, the office environment can, and does, result in worker injuries.

This course will discuss the most common causes of injuries to office and administrative employees, including slip-trip-falls and sprain-strains. You'll also be given guidance on setting up a computer work station and safety precautions when exposed to blood and hazardous chemicals.

Visit The MEL Safety Institute.

How to Access MEL Safety Institute's Online Training Courses

1. Click the following link for the MEL Safety Institutes Learning Management System: www.firstnetcampus.com/melijif
2. If you have previously taken MSI classes, enter your username and password. If you are new, click 'New User Registration.' Complete the fields and you will receive an email with your username and password.
3. Click on the On-Line Training Courses, at bottom right.
4. Click the course you would like to complete.
5. Click 'Enroll'.
6. Click the 'My Training' tab on the top blue tool bar.
7. Click the program name to launch the course.
8. Upon completion of the course and questions navigate to the 'Student Center' tab to print your Certificate of Completion. Transcripts are automatically updated in the MEL Safety Institute's Learning Management System.

Questions? Contact the MSI Help Line (866) 661-5120
The MEL Safety Institute can also be accessed anytime by going to www.njmel.org.

