

Steps for Accessing Spartan Online Trainings:

Once registered for this course in LAB, participants are to follow the steps below in order to participate in this online learning opportunity.

Step One: Open the email from donotreply@spartanchemical.com. In this email, you will find the login credentials for your username and password to your created account. Click on the link “click here” to access your page. You can also go to (<https://www.spartanchemical.com/account/login/>) and login with your credentials.

Step Two: Once signed in, you will see a course catalog with eight (8) courses available for viewing. In no particular order, click on any of the “view course” buttons to begin. Watch the full course video or each individual chapter before taking the test. You must complete this process for all eight assigned courses.

Step Three: In order to receive a certificate, you must take the course test. Once you complete the test, you will receive a certificate of completion, delivered to the email address provided on file.

Step Four: Completion certificate must be submitted from your BCPS email account to: NIExternalCourseDropbox@browardschools.com in order to receive credit for successfully completing this course. **You must complete all courses in their entirety in order to receive full participation hours.**