Project Guidelines for

Online Orientation Registration

Issues Email: Chris Saia

**Project Contact:**

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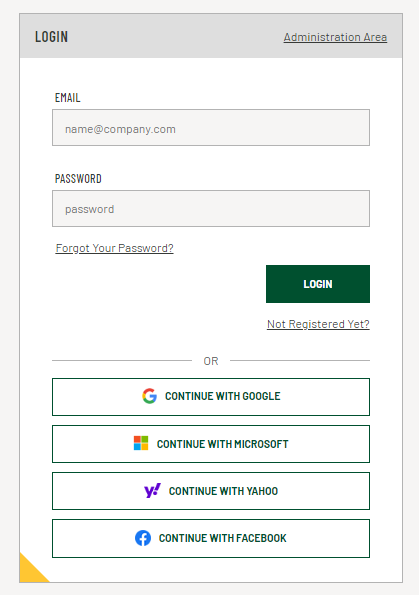
**or**

**970-409-7320**

Welcome to the PCL HSE online orientation. To start your PCL HSE online orientation, you will need to create an account by clicking [PCL Denver](https://den.constructionlearn.com/login) OR use QR code on page 4.

**Step 1:** Click the link above of scan the QR code on the last page

**Step 2**: Create an account by selecting “Not Registered Yet”

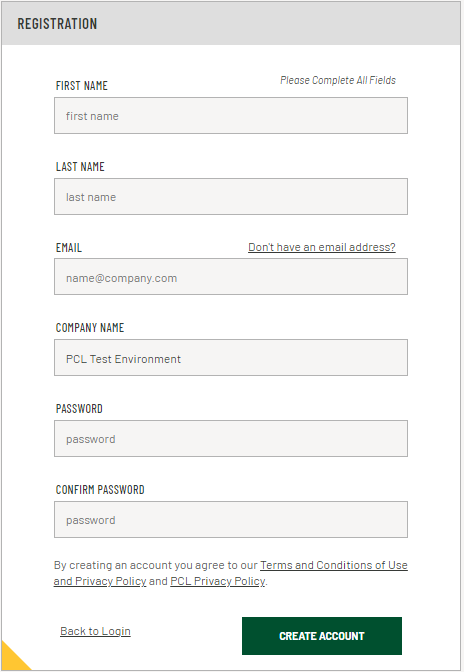


SYSTEM REQUIREMENTS

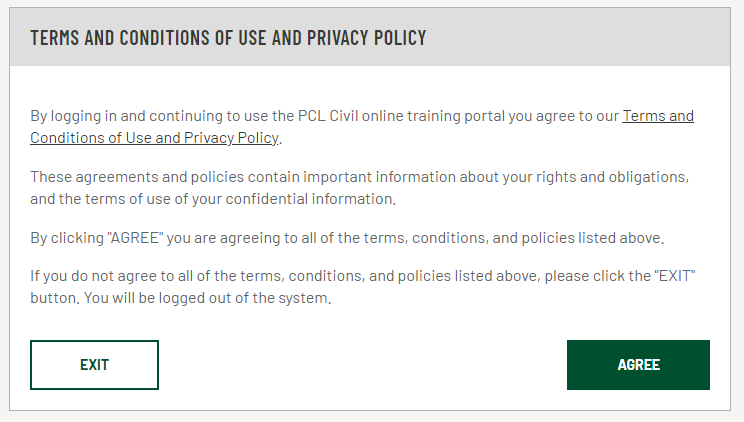
To use the Service, Users and Administrators must meet the following minimum system requirements:

* Laptop, desktop, tablet, or mobile device (1600x900 minimum resolution)
* Current version of Chrome, Firefox, Edge, or Safari web browsers
* 2 Mbps minimum internet connection

**Step 3**:Complete the required information and select “Create Account”



**Step 4:** Review and click “Agree” to the terms and conditions

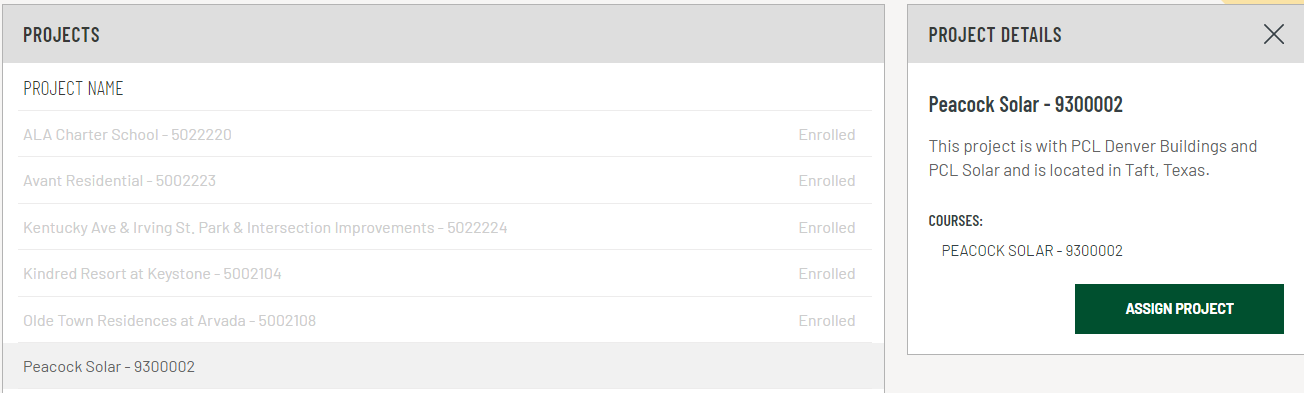


**Step 5:** Click on the “PCL HSE Online Orientation” and “LAUNCH” the course.

Note: this process will take 80 minutes.

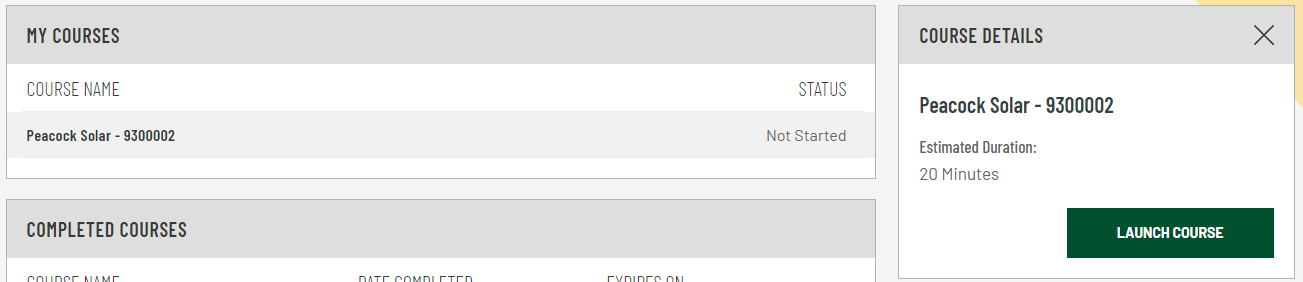


**Step 6:** Click on “PROJECTS”, select “Peacock Solar – 9300002” and then click the “ASSIGN PROJECT” button on the right. Once you assign this project course, you will have 48 hours to complete it.

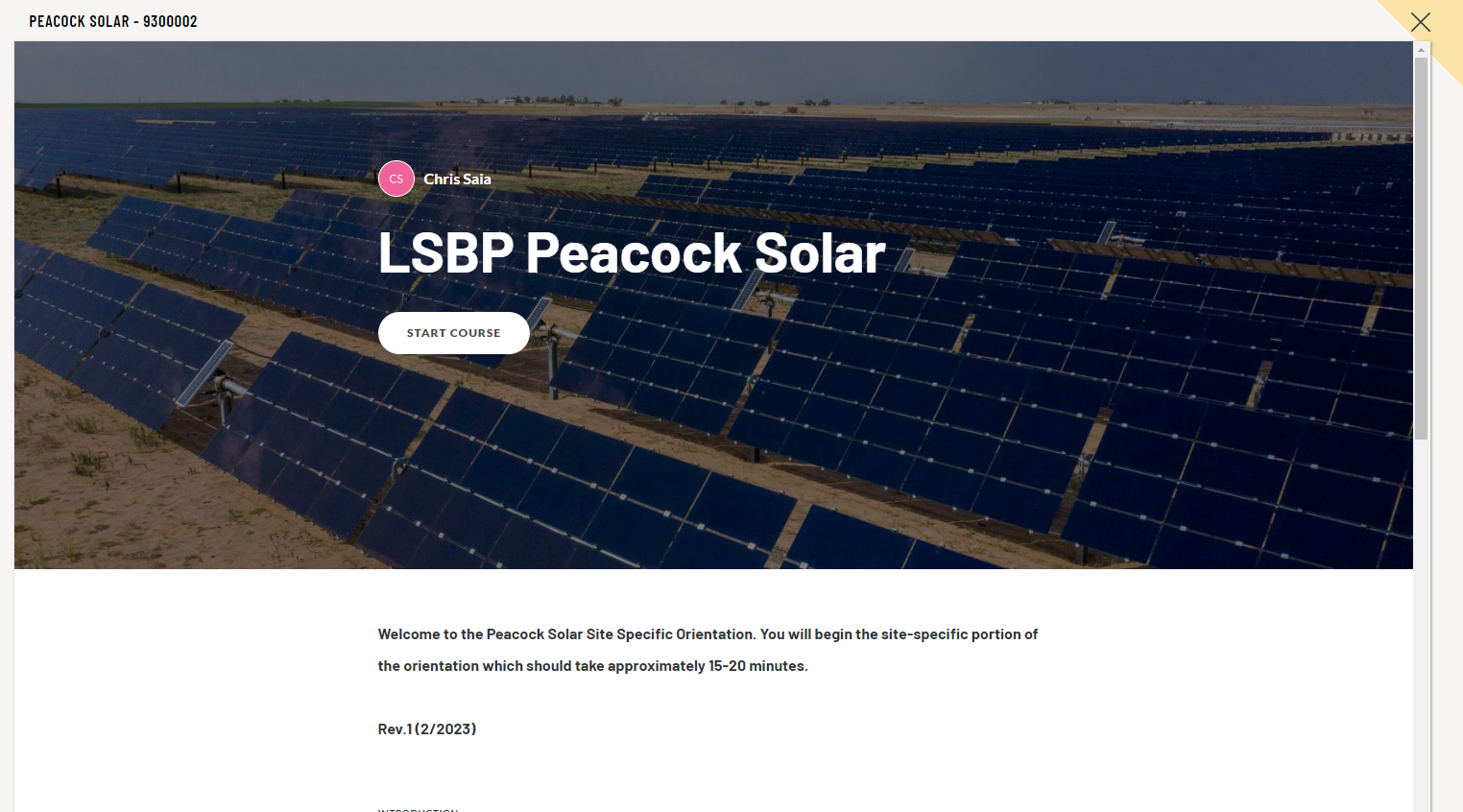
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**Step 7:** Click on “COURSES”, select “Peacock Solar – 9300002” and then click the “LAUNCH COURSE” button on the right.

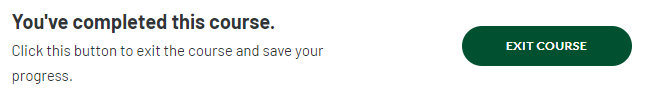
Note: this process will take 15 minutes.

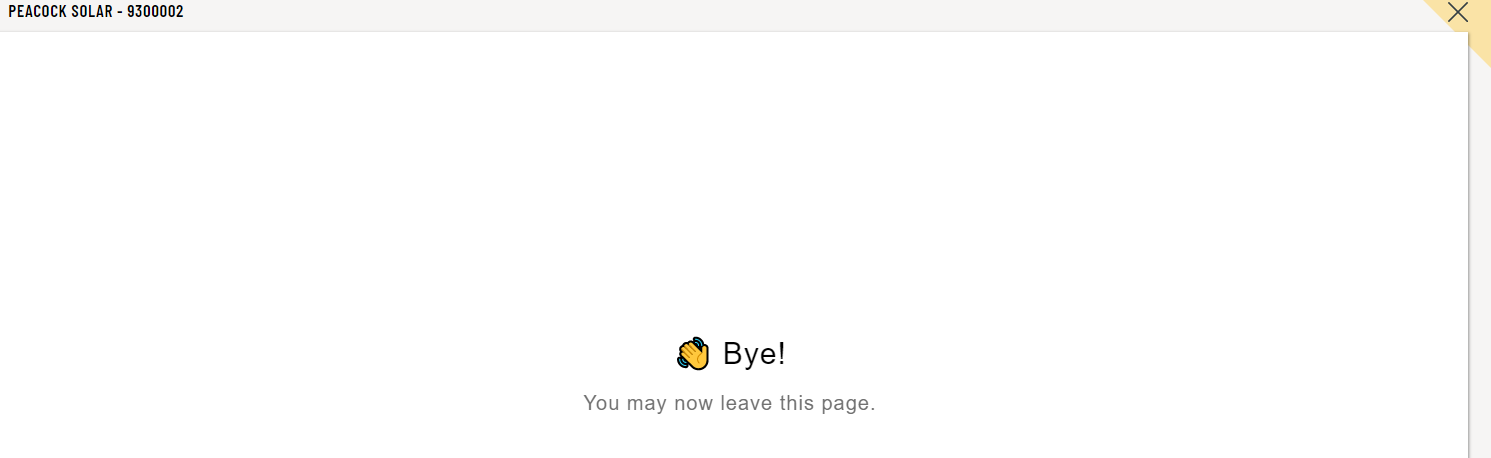
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**Once you launch course** – please complete it. The system will save your progress if you log out, we recommend just completing the training course. If you don’t complete the course within 7 days, it will lock you out. You will have to be unlocked and start over.

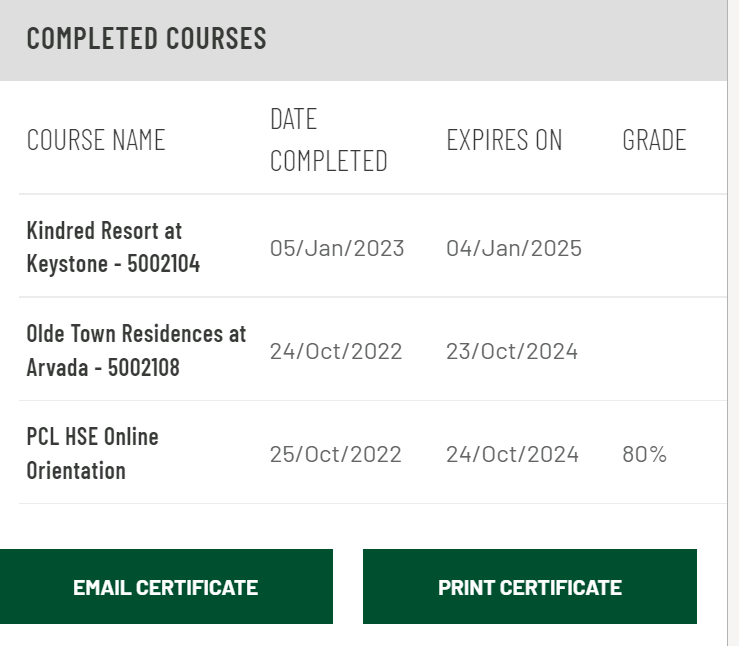
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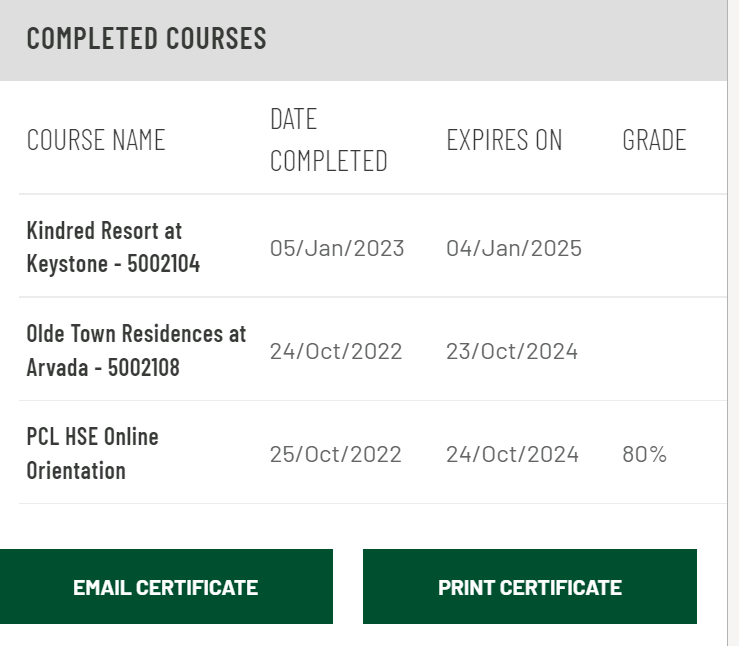
**Click exit course, then click on the “X”.**

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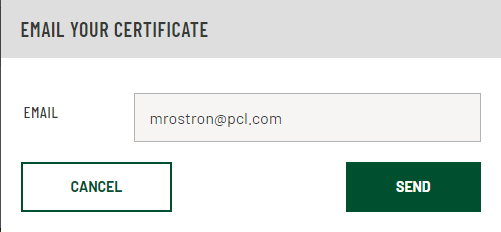
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**Step 8:** Click on “**EMAIL CERTIFICATE**”, Type your supervisor’s email or mroston@pcl.com and then click the “**SEND**” button. You have now completed the PCL Orientations. Follow the Check-in Instructions to receive your Peacock Solar project Orientation Sticker.

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**BE SURE TO PUT YOUR PROJECT EMAIL**

**The End**

**Text

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