
Regular Online Education on Environmental Safety

User's Manual

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Introduction to Regular Education on Safe Environment

- Each **“Course”** includes **1 Selective* class** and **1 Basic** class**.
- *Selective means you can select the subjects depending on your needs. The minimum number of the subjects you should take is written in the table below.
- **Basic means you should take all the subjects included in the class.
- No choice for the “course”. It is automatically chosen depending on your major.

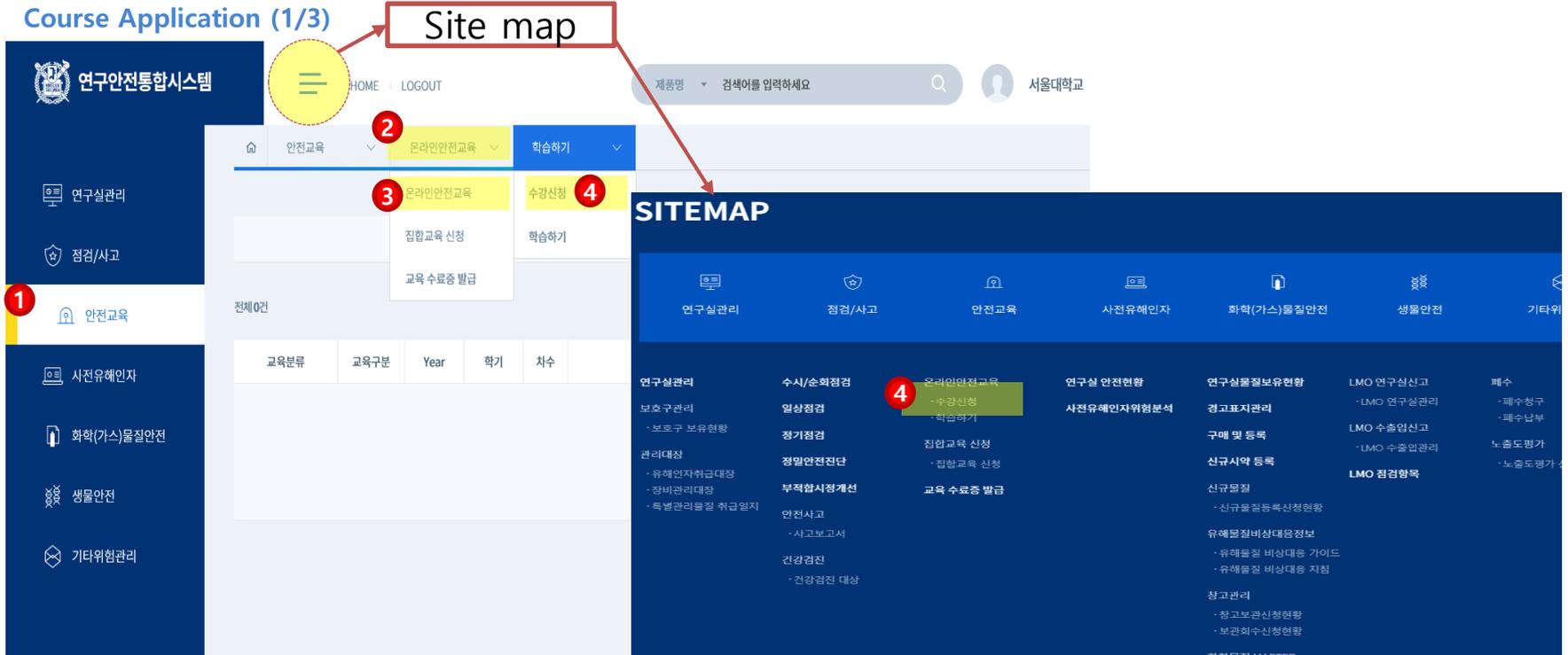
Course grade Class	A	B	C	D
Basic	1 exam after taking all the subjects in each course			
Selective	2 subjects	2 subjects	4 subjects	No limit
Total	6 hours	6 hours	6 hours	3 hours

Please take both the selective and basic classes. Both are compulsory.

Course Application

Course Application (1/3)

Site map



The screenshot shows the SAFE system interface. On the left is a dark blue sidebar with navigation icons and labels: 연구실관리, 점검/사고, 안전교육 (1), 사전유해인자, 화학(가스)물질안전, 생물안전, 기타위험관리. At the top, there's a header with 'HOME LOGOUT', a search bar, and '서울대학교'. Below the header is a main navigation bar with '안전교육' (2), '온라인안전교육' (3), and '학습하기' (4). A dropdown menu is open under '온라인안전교육', showing '수강신청' (4), '학습하기', '집합교육 신청', and '교육 수료증 발급'. On the right, a 'SITEMAP' section lists various services like 연구실관리, 점검/사고, 안전교육, 사전유해인자, 화학(가스)물질안전, 생물안전, and 기타위험관리. A red box labeled 'Site map' points to the '수강신청' link in the dropdown menu.

1. Enter the website(rsis.snu.ac.kr) into the address bar, and then log in with your mySNU 'ID&PW'.

* The website is provided in Korean language only.

2. Click ① 'Safety Education' → Click ② the menu in the middle → Click ③ 'Online Safety Education' → Click ④ 'Course Application'

3. Move to the page for the online safety education course application.

* If you select the site map, you can directly move to the page by clicking ④ 'Course Application.'

Course Application (2/3)

홈
안전교육
온라인안전교육
수강신청

① 교육년도 2021 교육분야 연구실 안전교육 ② Q 조회

전체 1건 15

교육분류	교육구분	Year	학기	차수	교육계획(일정명)	주관부서	교육기간	신청기간
안전환경 정기교육	정기교육	2021	1학기	1	안전환경 정기 온라인 교육 A과정	환경안전원	2021.03.26~2021.07.31	2021.03.26~2021.07.31

③ Course Plan (Schedule)

1. Select ① the education year and the education field, and click the ② 'Search' button to view the education under the search conditions.

2. Click the ③ Course Plan (Schedule) to view to details.

Course Application (3/3)

No	Explanation
1	Your education level(It should be the same as the "course grade": A to D)
2	The number of the classes you applied(It should be "2")
3	Total hours when you complete the course
4	Class Information
5	Grade of each class -Basic class: A to D(depending on your course grade) -Selective class: S
6	Total hours when you complete each class
7	Click the "blue" button and apply for the class
8	Cancel the applying for the class

1. After checking the details in ① to ⑥, click ⑦ 'Apply(blue colored button).'

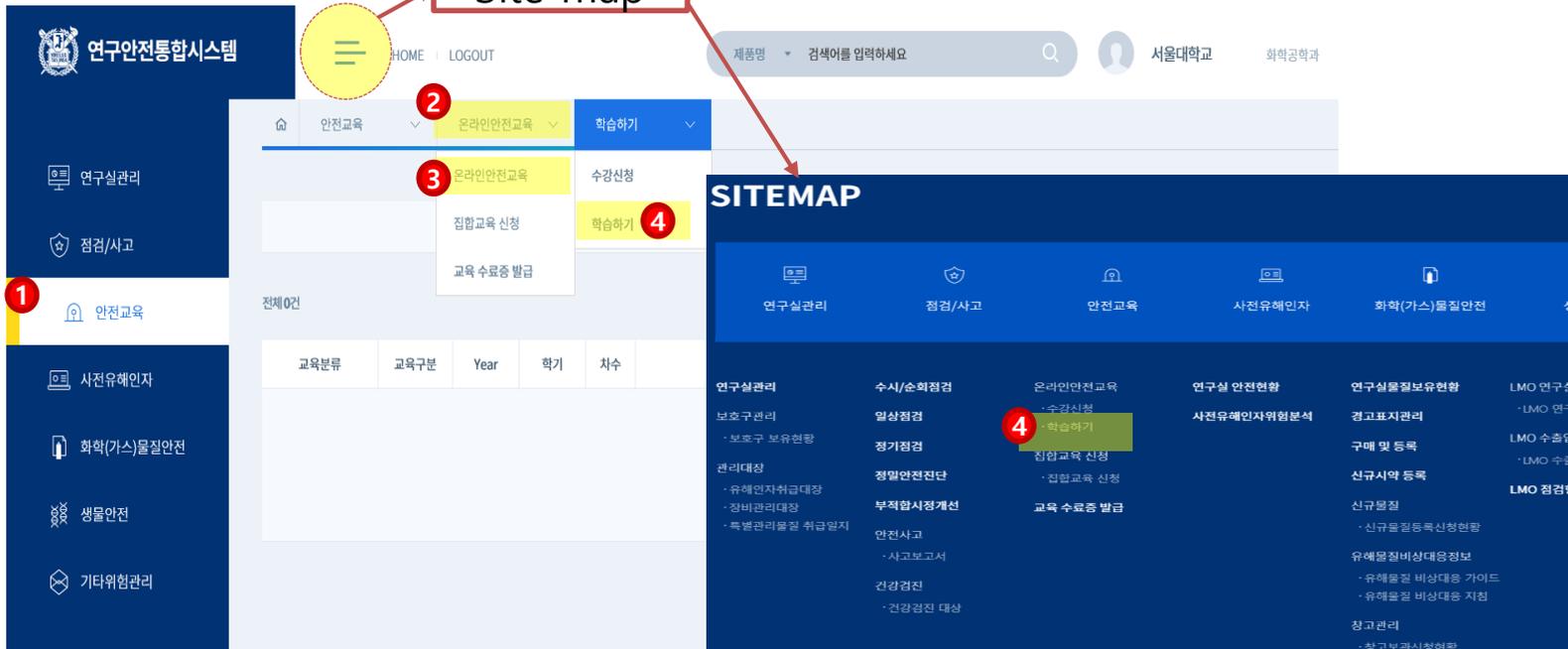
[Meaning of the colors of the buttons in the last line]

- * Blue: Before applying for the class
- * Purple: You already applied for the class. If you click the button in this color, the history may be canceled.
- * Orange: Class completed

- The screenshot is just an example.
- You should apply for all the open classes (both the Selective Class and the Basic Class).

Learning

Learning (1/5)



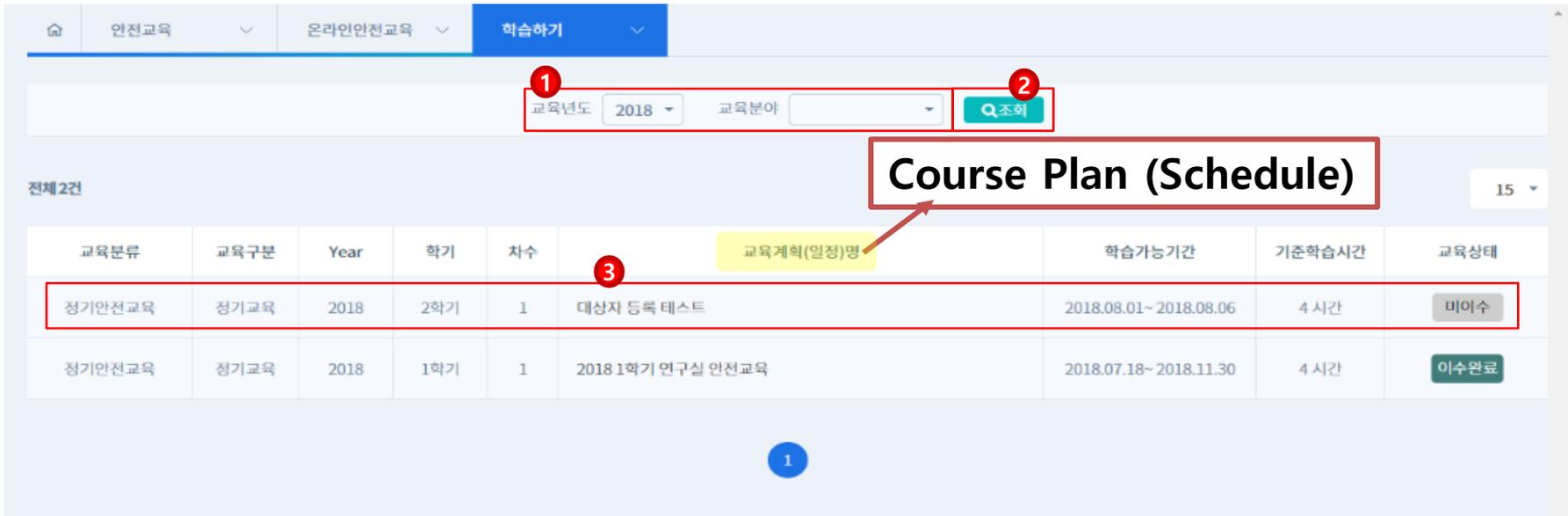
The screenshot shows the SAFE system interface. On the left is a dark blue sidebar with navigation icons. The main area has a top navigation bar with 'HOME' and 'LOGOUT'. Below it is a menu with '안전교육' (Safety Education) selected. A dropdown menu is open under '안전교육', showing '온라인안전교육' (Online Safety Education) selected. A further dropdown is open under '온라인안전교육', with '학습하기' (Learning) selected. On the right, a 'SITEMAP' panel is visible, with '학습하기' highlighted in green. A red box labeled 'Site map' points to this panel. Red circles 1-4 indicate the navigation path: 1. Safety Education, 2. Online Safety Education, 3. Online Safety Education (dropdown), 4. Learning.

1. Click ① 'Safety Education' → Click ② the menu in the middle → Click ③ 'Online Safety Education'

2. Click the submenu for ④ 'Learning' to move to the online education learning page.

* If you select the site map, you can directly move to the page by clicking ④ 'Learning.'

Learning (2/5)



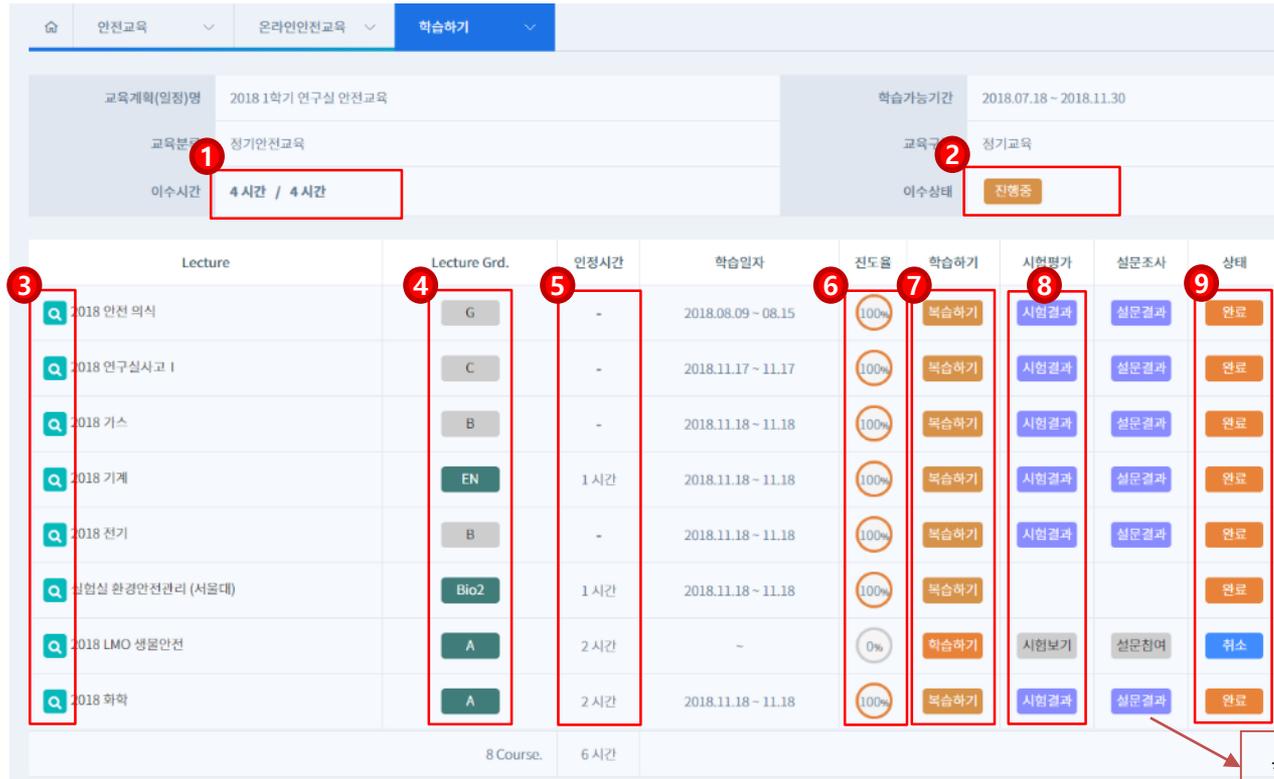
The screenshot shows the SAFE system interface. At the top, there are navigation tabs: '안전교육' (Safety Education), '온라인안전교육' (Online Safety Education), and '학습하기' (Learn). Below these, there are search filters for '교육년도' (Education Year) set to '2018' and '교육분야' (Education Field). A 'Q조회' (Search) button is next to the filters. Below the filters, there is a table with columns: '교육분류' (Education Category), '교육구분' (Education Sub-category), 'Year', '학기' (Semester), '차수' (Sequence Number), '교육계획(일정)명' (Course Plan (Schedule) Name), '학습가능기간' (Learning Available Period), '기준학습시간' (Standard Learning Time), and '교육상태' (Education Status). The first row of the table is highlighted with a red box and contains the following data: '정기안전교육' (Regular Safety Education), '정기교육' (Regular Education), '2018', '2학기' (2nd Semester), '1', '대상자 등록 테스트' (Target Registration Test), '2018.08.01~ 2018.08.06', '4 시간' (4 hours), and '미이수' (Not Completed). A red circle '3' is placed over the '교육계획(일정)명' column header, and a red box around it is labeled 'Course Plan (Schedule)'. A red circle '1' is placed over the search filters, and a red circle '2' is placed over the 'Q조회' button. A blue circle '1' is placed at the bottom center of the page.

교육분류	교육구분	Year	학기	차수	교육계획(일정)명	학습가능기간	기준학습시간	교육상태
정기안전교육	정기교육	2018	2학기	1	대상자 등록 테스트	2018.08.01~ 2018.08.06	4 시간	미이수
정기안전교육	정기교육	2018	1학기	1	2018 1학기 연구실 안전교육	2018.07.18~ 2018.11.30	4 시간	이수완료

1. Select ① the education year and the education field, and click the ② 'Search' button to view the education under the search conditions.

2. After verifying the education information, click the ③ Course Plan (Schedule) to view to details.

Learning (3/5)



Lecture	Lecture Grd.	인정시간	학습일자	진도율	학습하기	시험평가	실문조사	상태
2018 안전 익식	G	-	2018.08.09 ~ 08.15	100%	복습하기	시험결과	실문결과	완료
2018 연구실사고 1	C	-	2018.11.17 ~ 11.17	100%	복습하기	시험결과	실문결과	완료
2018 가스	B	-	2018.11.18 ~ 11.18	100%	복습하기	시험결과	실문결과	완료
2018 기계	EN	1 시간	2018.11.18 ~ 11.18	100%	복습하기	시험결과	실문결과	완료
2018 전기	B	-	2018.11.18 ~ 11.18	100%	복습하기	시험결과	실문결과	완료
실험실 환경안전관리 (서울대)	Bio2	1 시간	2018.11.18 ~ 11.18	100%	복습하기			완료
2018 LMO 생물안전	A	2 시간	-	0%	학습하기	시험보기	실문참여	취소
2018 화학	A	2 시간	2018.11.18 ~ 11.18	100%	복습하기	시험결과	실문결과	완료

No	Explanation
1	The hour you have taken in the course / The hour you should take in the course in total
2	-Orange color: in progress -Green color: Course completed
3	Class Information
4	Class Grade -Basic: A to D -Selective: S
5	Hours after taking the class
6	Progress rate(It should be 100% after class is completed)
7	Learning/Reviewing buttons to start the class
8	When the basic class is completed, you can take the exam. To pass the class, it should be 60 at least. -blue color: take an exam -purple color: result of the exam *The selective class include no exam.
9	Statue of the learning(class) -Orange color: completed -Blue color: completed yet, you can delete the application of the class

* There is no survey about the course.

1. Check the details in ① to ⑥ , and click ⑦ 'Learning/Reviewing' to move to the Learning/Reviewing pages.

2. After completing the learning, click ⑧ 'Take Exam' to apply for the exam.

* The exam is limited to the basic classes, and the selective class does not include an exam.

3. After completing all the procedures, ② 'In Progress(Orange color)' is turned into 'Course Completed(Green color).'

Learning (4/5)

안전교육 > 온라인안전교육 > 학습하기

교육계획(일정)명 2018 1학기 연구실 안전교육

i 학습하기가 표시되지 않을 경우 팝업창에서 아무 옵션도 허용해주세요.

Session	Contents 시간	학습일자	진도율	
연구실사고 I				
- 2018 연구실 사고사례 I - 화학, 가스, 생물	44:48	2018.11.17 ~ 11.17	100%	② 학습하기
- 2018 연구실 사고사례 II - 전기, 기계, 방사선	31:21	2018.11.17 ~ 11.17	100%	학습하기
- 2018 연구실 사고사례 III - 사고 현황 및 예방 대책	13:45	2018.11.17 ~ 11.17	100%	학습하기

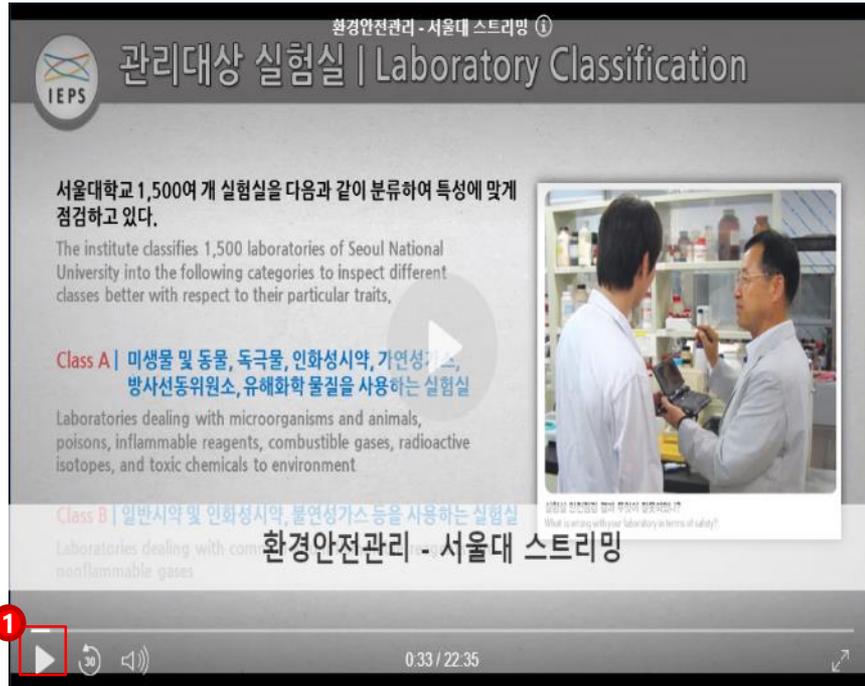
목록

1. Check ① the title and running time and click ② 'Learning'(orange color) to move to the contents learning page.

For the basic class, take all the subjects listed on the page.

For the selective class, take the subjects according to introduction(→[move to manual page 3](#)) for each course(You can freely choose the subjects you like).

Learning (5/5)



환경안전관리 - 서울대 스트리밍 ①

관리대상 실험실 | Laboratory Classification

서울대학교 1,500여 개 실험실을 다음과 같이 분류하여 특성에 맞게 점검하고 있다.

The institute classifies 1,500 laboratories of Seoul National University into the following categories to inspect different classes better with respect to their particular traits.

Class A | 미생물 및 동물, 독극물, 인화성시약, 가연성가스, 방사선동위원소, 유해화학 물질을 사용하는 실험실

Laboratories dealing with microorganisms and animals, poisons, inflammable reagents, combustible gases, radioactive isotopes, and toxic chemicals to environment

Class B | 일반시약 및 인화성시약, 불연성가스를 사용하는 실험실

Laboratories dealing with common reagents and nonflammable gases

환경안전관리 - 서울대 스트리밍

What is wrong with your laboratory in terms of safety?

0:33 / 22:35

1. This is a screenshot of a video for learning.

2. Click the ① play button to start learning.

* The videos are available on PC, MAC and mobile devices..

연구안전통합정보시스템 - Chrome

응시일자	2021. 10. 08	응시차수	1 차	기준점수	(B) 60 점
시험점수	(A) 30 점	시험결과	불합격		

시험은 총 3회 응시할 수 있으며 기준점수(60 점) 미만일 경우 수강은 인정되지 않습니다.

[Exam page]

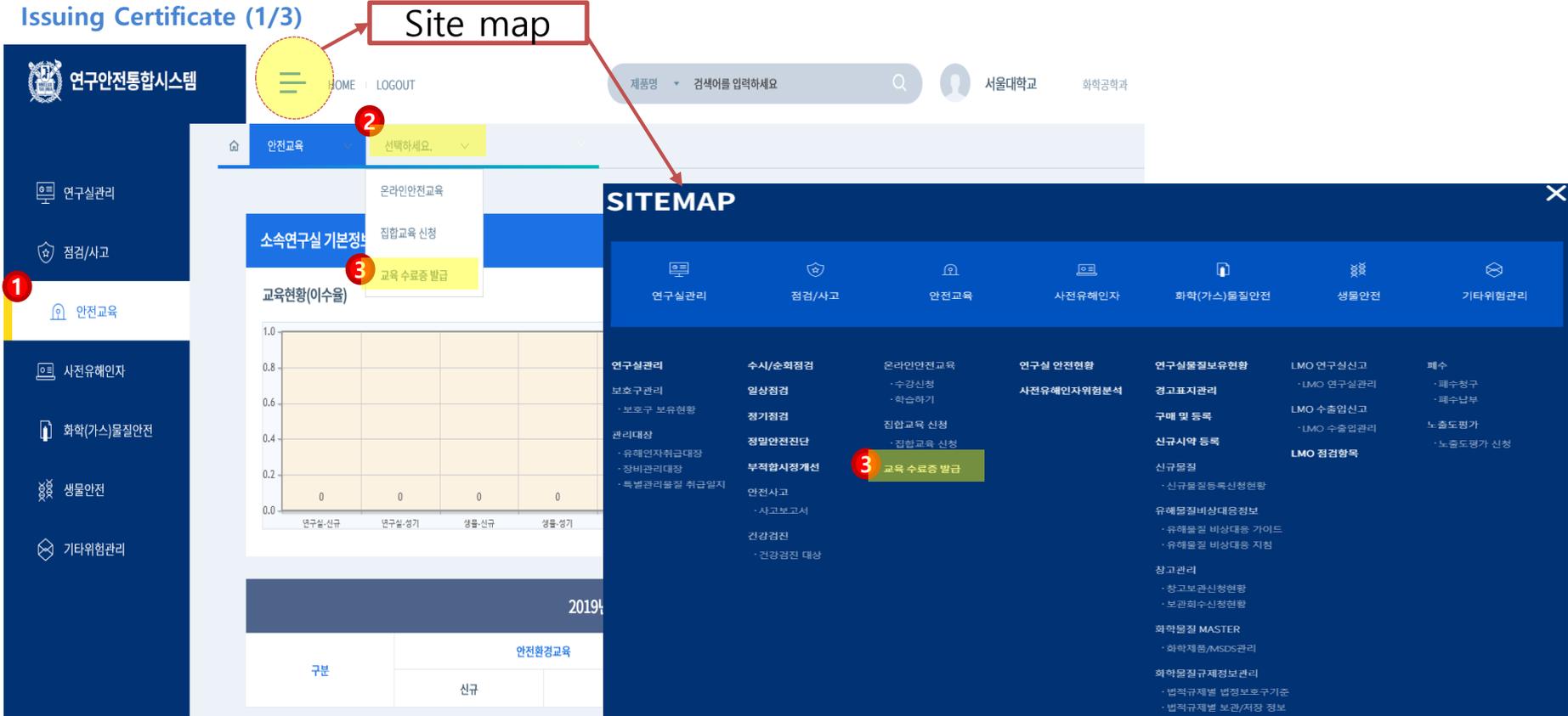
To pass the exam, your score **(A)** should be equal or higher than **(B)** (60).

If you got lower score than **(B)**, you can retry the exam.

Issuing Certificate

Issuing Certificate (1/3)

Site map



1

2

3

SITEMAP

연구실관리 | 점검/사고 | 안전교육 | 사전유해인자 | 화학(가스)물질안전 | 생물안전 | 기타위험관리

연구실관리 | 수시/순회점검 | 온라인안전교육 | 연구실 안전현황 | 연구실물질보유현황 | LMO 연구실신고 | 폐수

보호구관리 | 일상점검 | ·수강신청 | 사전유해인자위험분석 | 경표지관리 | 폐수청구

·보조구 보유현황 | 정기점검 | ·학습하기 | ·집합교육 신청 | 구매 및 등록 | LMO 수출입신고 | 폐수납부

관리대상 | 정밀안전진단 | ·집합교육 신청 | 신규시약 등록 | LMO 수출입관리 | 노출도평가

·유해인자위급대상 | 부적합시정개선 | ·교육수료증 발급 | 신규물질 | 노출도평가 신청

·장비관리대상 | 안전사고 | 유해물질비상대응정보 | LMO 점검항목 | 신규물질등록신청현황

·특별관리물질 취급일지 | 안전사고 보고서 | ·유해물질 비상대응 가이드 | 신규물질비상대응정보

·건강검진 대상 | 건강검진 | ·유해물질 비상대응 지침 | 유해물질비상대응정보

·사고보고서 | ·건강검진 대상 | 창고관리 | 창고보관신청현황

·연구실관리 | ·수강신청 | ·집합교육 신청 | ·교육수료증 발급 | ·신규물질등록신청현황

·폐수청구

·폐수납부

·노출도평가

·노출도평가 신청

·LMO 연구실신고

·LMO 연구실관리

·LMO 수출입신고

·LMO 수출입관리

·LMO 점검항목

·신규물질등록신청현황

·유해물질비상대응정보

·유해물질 비상대응 가이드

·유해물질 비상대응 지침

·창고보관신청현황

·보관회수신청현황

·화학물질 MASTER

·화학제품/MSDS관리

·화학물질규제정보관리

·법적규제별 법령보통구기준

·법적규제별 보관/저장 정보

1. Click ① 'Safety Education' → Click ② the menu in the middle → Click ③ 'Issuing Certificate'

* If you select the site map, you can directly move to the page by clicking ③ 'Issuing Certificate.'

Issuing Certificate (2/3)

🏠
안전교육
교육 수료증 발급

① 교육년도 ② 교육분야 🔍 조회

전체 1건 15

No.	교육분류	교육구분	년도	학기	차수	교육제목	교육기간	교육장소	수료증출력
1	안전환경 정기교육	정기교육	2021	1학기	1	안전환경 정기 온라인 교육 A과정	2021.03.26~ 2021.07.31	온라인교육	③ 🔍 제출용수료증출력

①

1. Select **①** the education year and the education field, and click the **②** 'Search' button to view the education under the search conditions.

2. Check the information about the education(course), and click **③** 'Print Certificate' to move to the page for issuing the certificate.

Issuing Certificate (3/3)

1

수료증 발급

전체 4건

No.	교육분류	교육구분	년
4	신규안전교육	신규교육	20
3	특별안전교육	특별교육	20
2	정기안전교육	정기교육	20
1	정기안전교육	정기교육	20

15 ▾

교육장소	이수증번호
해부실형실	미이수
시험실	EG-18-C729
온라인교육	미이수
온라인교육	2018-SNU-S01-0001

제 EG-18-C729

수료증

소속: 서울대학교
성명: test_admin_ki (화학공학과)
이수기간: 2018.08.25 ~ 2018.08.25
이수과정: 실험실 이용의 올바른 방법(집합교육)

2018년 09월 20일

서울대학교 환경안전원장

1. Click ① Issuing Certificate to issue the certificate.

* The certificate may be saved as a PDF file.