

Bushfire Safety for Workers



QUICK START GUIDE | External users

A simpler way to register, sign in and start the free online module. **You only need to create your CFA Learning Hub account once.**

Start here

www.cfa.vic.gov.au/workers

Best experience: use a computer or laptop with a recent version of Chrome or Firefox.

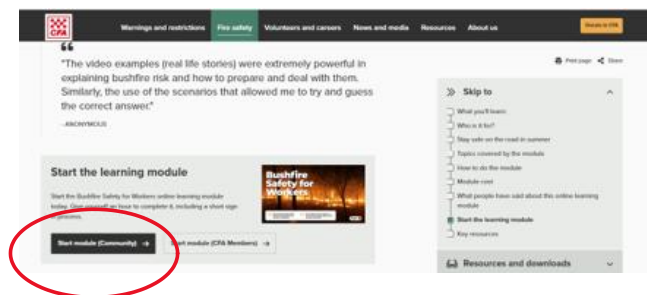


Scan to start

4 steps to follow:

1 Find the module

- Go to www.cfa.vic.gov.au/workers
- Scroll down to “Start the learning module” and select Start module (Community)
- At the login screen, select Sign up if you do not already have an account.



Already registered? Log in and go straight to Step 4.

2 Create your free Learning Hub account

- Enter your name, email address and password you will remember.
- For Reason for access, choose as part of my work if that best describes you.
- Choose your organisation from the list or type it in Other organisation.
- Accept the Terms of Use, then select Sign up.

Non CFA Member Login

Sign up

Please provide the following information to sign up. Fields marked with an asterisk (*) are mandatory.

Given name *

Surname *

E-mail

Password

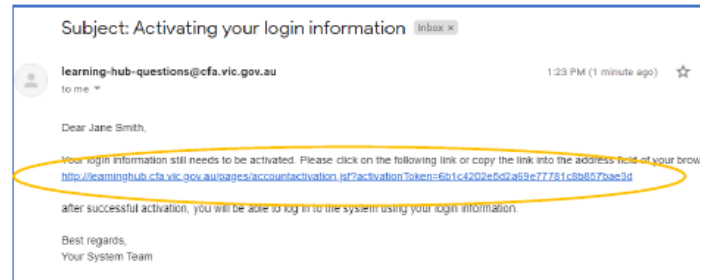
Repeat password

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3 Activate your account and sign in

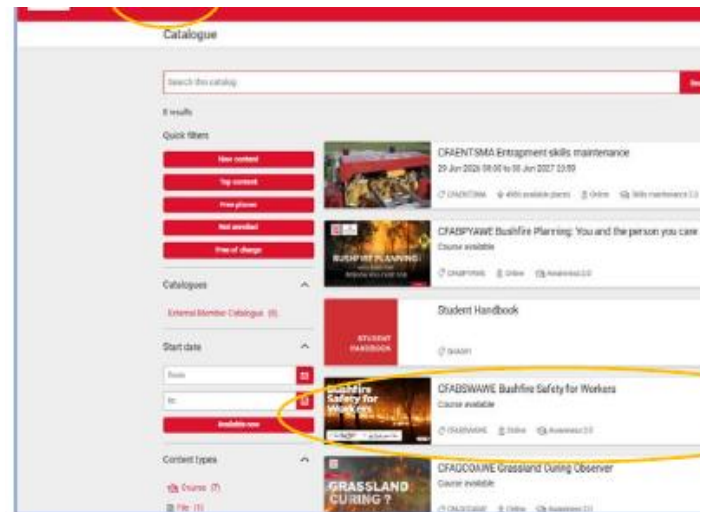
- You will receive two emails. Open the email titled **Activating your login information**.
- If you cannot see it, check your Junk or Spam folder.
- Select the activation link in that email, then log in using the email address and password you created.
- The first time you sign in, accept the privacy policy to continue.

Important: you do not need to use the link in the “Your CFA Learning Hub Access has just been created!” email.



4 Find and start Bushfire Safety for Workers

- In the Learning Hub, select Catalogues at the top.
- Choose: External member catalogue.
- Select: Bushfire Safety for Workers.
- Select: Open Available courses, then click the arrow to start the module.



When you finish

Certificate

Select **Download certificate** and save a copy for your records.

Return later

Go to learninghub.cfa.vic.gov.au and sign in with the same email and password.

Refresh each year

The module includes a refresher. CFA recommends completing it each year.

Need help?

Learning Hub access or login problems

learning-hub-questions@cfa.vic.gov.au

Module feedback or questions

communityprograms@cfa.vic.gov.au

You and your co-workers deserve to get home safely.