

Getting Started – Food Safety

Step 1:

An email will be sent to the email address that is linked to your learning account, inviting you to complete the set-up of your account.

Please follow the instructions in your email to complete the set-up of your account.

1



Hello,

To complete the set-up of your account, please follow these instructions:

- 1) Go to: <https://safecheck.smarteru.com>
- 2) Enter your email address as your username
- 3) Click the forgot password button
- 3) Check your email account for your reset password link

Enrolled by:

SafeCheck.ca Administration

support@safecheck1.com

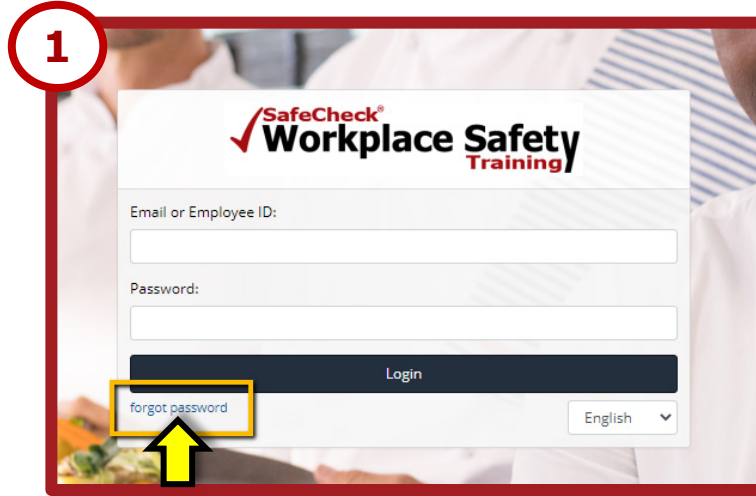
SafeCheck® Learning

Getting Started – Food Safety

Step 2:

- 1 After going to <https://safecheck.smarteru.com> you will need to select the forgot password button.
- 2 When prompted, enter your email address.
- 3 Check your email for your password reset link, *please allow 5-10 minutes for the email to be delivered.*
- 4 Enter any password that you can easily remember

1



SafeCheck®
Workplace Safety
Training

Email or Employee ID:

Password:

Login

forgot password

English

2



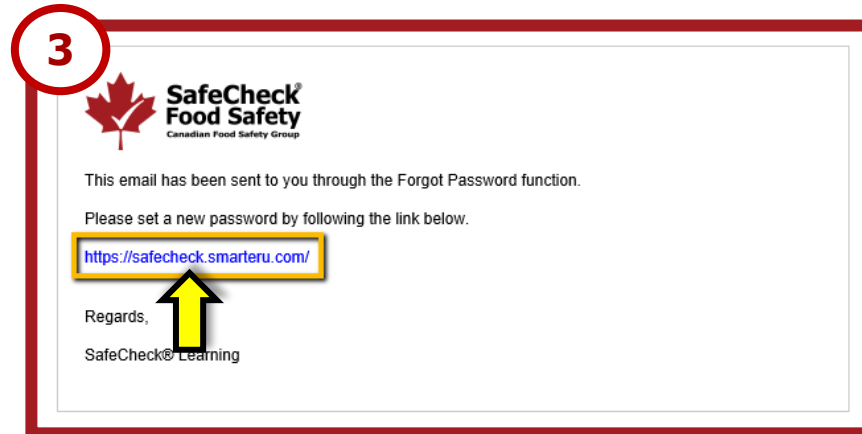
SafeCheck®
Workplace Safety
Training

Enter your email address to reset your password:

Send Password

[back to login](#)

3



SafeCheck®
Food Safety
Canadian Food Safety Group

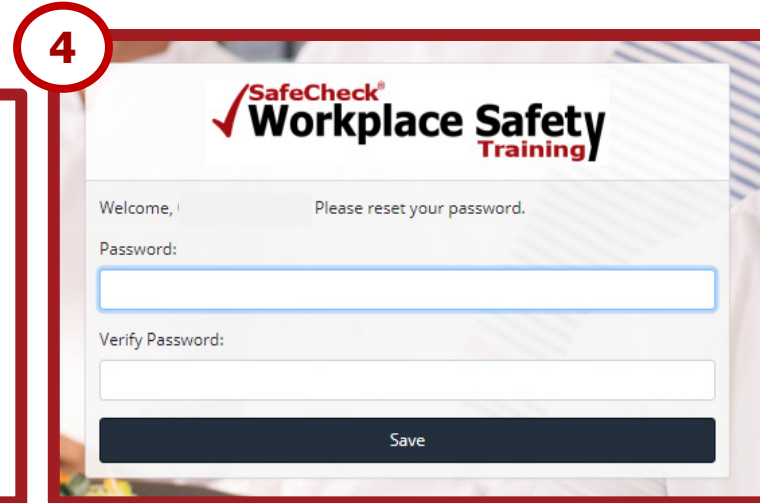
This email has been sent to you through the Forgot Password function.

Please set a new password by following the link below.

<https://safecheck.smarteru.com/>

Regards,
SafeCheck® Learning

4



SafeCheck®
Workplace Safety
Training

Welcome, | Please reset your password.

Password:

Verify Password:

Save

**If at any time you forget your password use the forgot password button or contact our support team to help you reset it.*



Canadian Food Safety Group – SafeCheck Learning

5251-48 Ave. SE, Unit 70, Calgary AB, T2B 3S2
P. 866.258.0643 www.safecheck1.com F. 403.236.3767

Need help? Support Hours: 9:00am - 5:00pm MST
Email: Support@safecheck1.com

Getting Started – Food Safety

Step 3:

When you login to your account, you will see your learner dashboard with all your available courses.

Click start to begin your course 1.

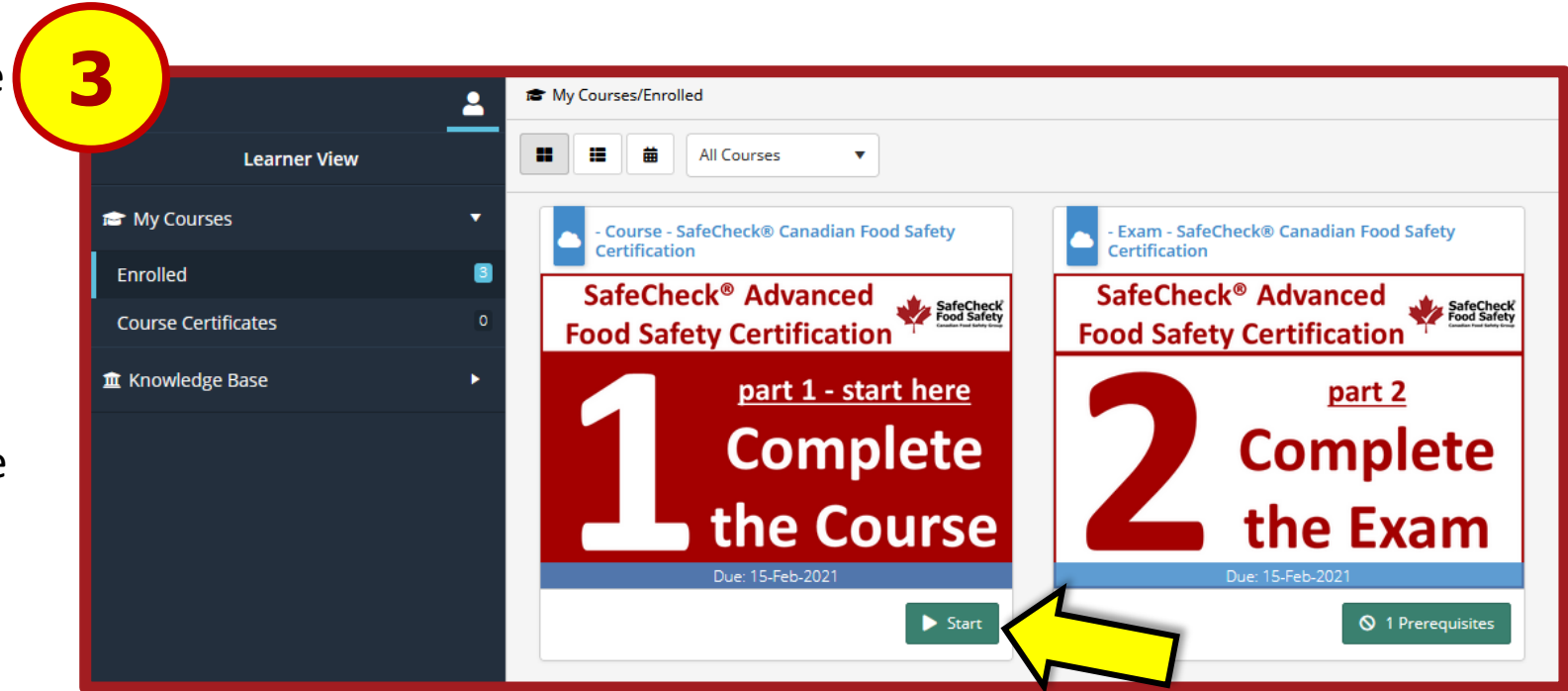
Please note, after your first login it may take up to 15 minutes for your courses to become available

Ensure your pop-up blocker is disabled for the website; otherwise, your course will not open.

Instructions for turning off your web browser pop-up blocker:

Firefox Browser: <https://support.mozilla.org/pop-blocker-settings>

Google Chrome: <https://support.google.com/chrome/answer>



The screenshot shows the 'Learner View' dashboard. On the left is a sidebar with 'My Courses', 'Enrolled' (3), 'Course Certificates' (0), and 'Knowledge Base'. The main area is titled 'My Courses/Enrolled' and shows two course cards. The first card is for 'SafeCheck® Advanced Food Safety Certification' and is labeled 'part 1 - start here' with a large '1' and 'Complete the Course'. It has a 'Start' button. The second card is for the same certification, labeled 'part 2' with a large '2' and 'Complete the Exam'. It has a '1 Prerequisites' button. A yellow circle with the number 3 is around the 'Start' button of the first card, and a yellow arrow points to it.



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Step 4:

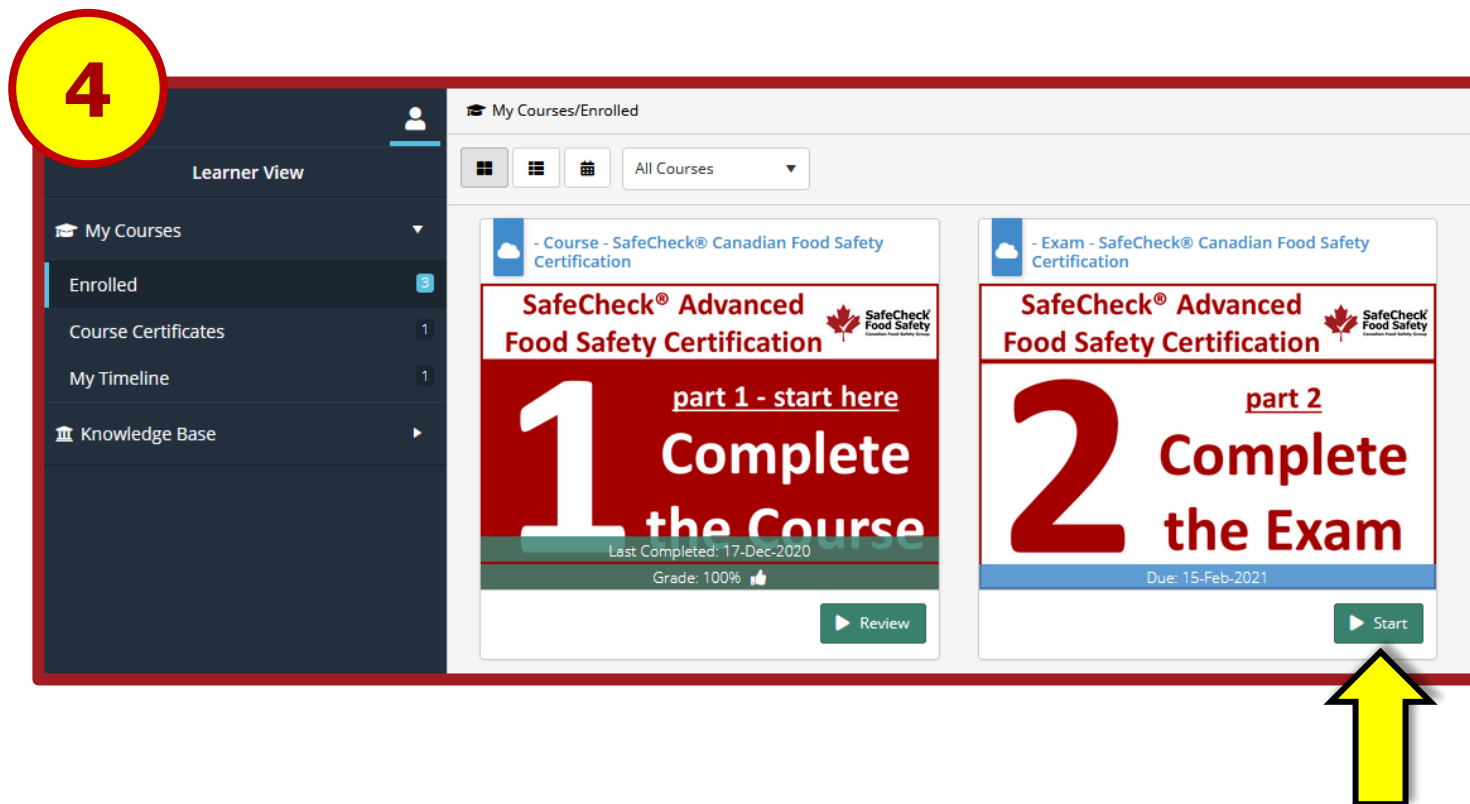
Once you have completed course #1 you will be able to complete your certification exam #2.

*Before you start your exam, please ensure that you are using **Mozilla Firefox** or **Google Chrome** as your web browser.*

Your exam can be completed from any device that has a working front facing webcam.

This includes:

- Laptop
- Desktop computer
- Tablet
- Smartphone



The screenshot displays the 'My Courses/Enrolled' section of the SafeCheck Learning portal. On the left, a sidebar menu includes 'Learner View', 'My Courses', 'Enrolled', 'Course Certificates', 'My Timeline', and 'Knowledge Base'. The main content area shows two cards for 'SafeCheck® Advanced Food Safety Certification'. The first card, labeled '1 Complete the Course', indicates 'part 1 - start here' and shows a 'Last Completed' date of 17-Dec-2020 with a 'Review' button. The second card, labeled '2 Complete the Exam', indicates 'part 2' and shows a 'Due' date of 15-Feb-2021 with a 'Start' button. A yellow arrow points to the 'Start' button.

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Step 5:

Read the exam rules **carefully**, once completed select the Next button at the top or bottom of the page.

Exam Rules:

1. You **MUST** provide a clear picture of your government issued photo ID.
2. You must provide an original copy of your government issued photo ID. (No photocopies)
3. You must be **ALONE** in a quiet, well lit room.
4. Your camera must be on and facing you for your entire exam
5. **NO** materials such as notes, or study guides can be in the room with you
6. All other websites and programs must be closed on your computer
7. Assistance from additional people or mobile phones are **NOT ALLOWED**
8. You must complete your exam using **Google Chrome, Mozilla Firefox or Safari**

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Notes Next

Task: 1 of 2

***** EXAM RULES – Please Read Carefully *****

***** Please follow all these rules carefully or your exam will NOT be valid, and you will be forced to retake the exam. Failing to follow the rules may result in extra fees for a second exam attempt.*****

1. You **MUST** provide a clear picture of your government issued photo ID. -You will be asked to submit this on the next page
2. You must provide an original copy of your government issued photo ID. (No photocopies)
Examples of acceptable government issued ID cards are:
 - Passport
 - Driver's License
 - Permanent Resident Card
 - Firearms License
 - Provincial Health Card (must have a photo)
3. You must be **ALONE** in a quiet, well lit room.
4. Your camera must be on and facing you for your entire exam
5. **NO** materials such as notes or study guides can be in the room with you
6. All other websites and programs must be closed on your computer
7. Assistance from additional people or mobile phones are **NOT ALLOWED**
8. You must complete your exam using **Google Chrome, Mozilla Firefox or Safari**

***** Please follow all these rules carefully or your exam will NOT be valid, and you will be forced to retake the exam. Failing to follow the rules may result in extra fees for a second exam attempt.*****

If the name on your account does not match your government issued photo ID, please send an email to support@safecheck1.com

You can test your webcam here: <https://www.onlinemictest.com/webcam-test/>

For assistance with your webcam please use this link: <https://support.integrityadvocate.com/hc/en-us>

If you require the exam to be in a different language, please email us at support@safecheck1.com before your exam starts.

Please Click the "Next" button at the top or bottom of this page to continue

Support Email: support@safecheck1.com

 **SafeCheck** Canadian
Food Safety Certification

Notes Next



Canadian Food Safety Group – SafeCheck Learning

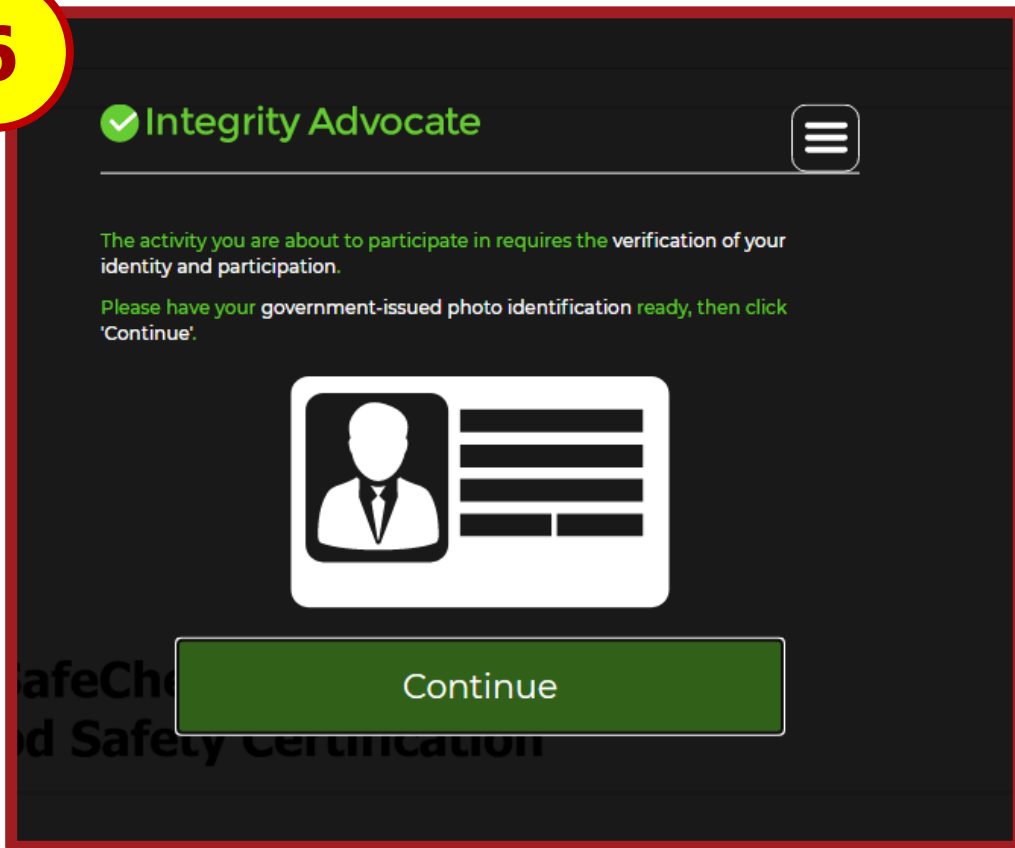
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Step 6: Accept the Privacy Policy and click Continue

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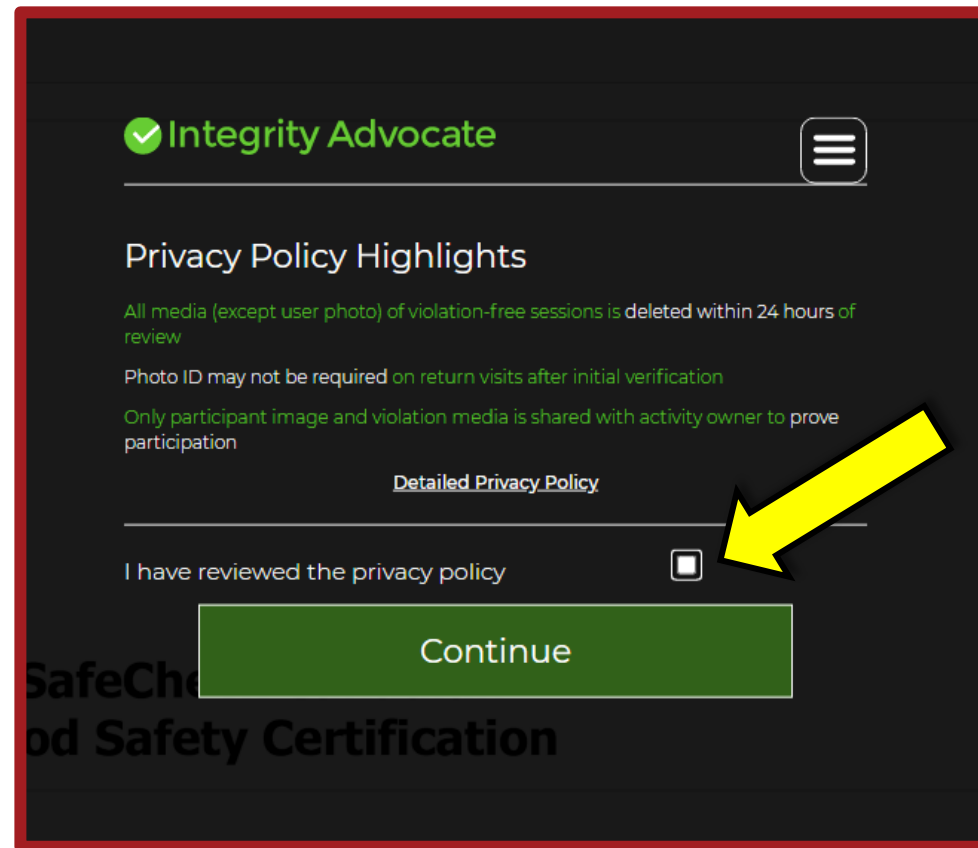
✓ Integrity Advocate

The activity you are about to participate in requires the verification of your identity and participation.

Please have your government-issued photo identification ready, then click 'Continue'.



Continue



✓ Integrity Advocate

Privacy Policy Highlights

All media (except user photo) of violation-free sessions is deleted within 24 hours of review

Photo ID may not be required on return visits after initial verification

Only participant image and violation media is shared with activity owner to prove participation

[Detailed Privacy Policy](#)

I have reviewed the privacy policy ☐

Continue



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Step 7:

Position your face in the green circle and click
“Take Photo”



Getting Started – Food Safety

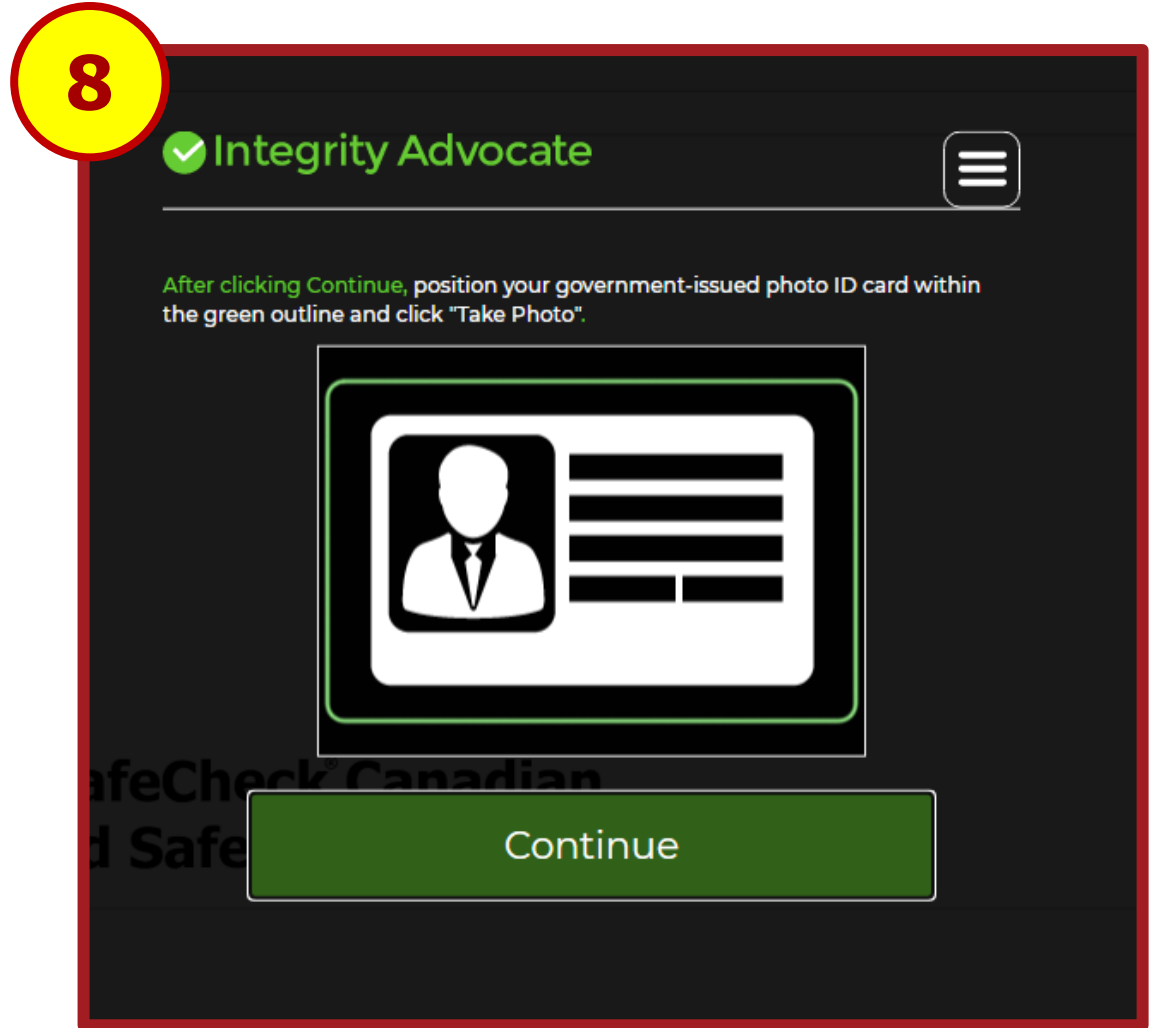
Step 8:

Take a picture of your government issued photo ID by holding your ID in front of your camera until you can see the image of your ID on your screen.

Examples of acceptable photo identification cards are:

- Passport
- Driver's License
- Permanent Resident Card
- Firearms License

When taking a picture of your photo identification card, please ensure that the name on the card matches the name on your training and that both your full name and face photo are clearly visible on the card.



Getting Started – Food Safety

Step 9: After finishing your exam, please allow 5-15 minutes for the proctoring service to verify your session.

9

Quiz Completion

Question Status

Flagged:	0
Unanswered:	0
Answered:	50
Proctoring:	Processing

Quiz Settings

Time Limit:	60 min
# Questions:	50
% Pass:	70%
Max Attempts:	1

Proctoring Service Processing

*** DO NOT EXIT THIS SCREEN ***

You may be required to wait on this page for 5-15 minutes.

Thank you for completing the SafeCheck® Canadian Food Safety Certification Exam.

We are currently verifying your picture and your government issued photo identification.

Please wait until the proctoring service has finished processing your session.

After verification you **MUST** click the '**COMPLETE COURSE**' button. Your certificate will be emailed after completion.

*** DO NOT EXIT THIS SCREEN ***



SafeCheck® Canadian Food Safety Certification

Step 10: Select the Complete Course Button.
After selecting the Complete Course button, you will be emailed a copy of your certificate and wallet card.

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Quiz Completion

Question Status

Flagged:	0
Unanswered:	0
Answered:	50
Proctoring:	

Quiz Settings

Time Limit:	60 min
# Questions:	50
% Pass:	70%
Max Attempts:	1

Quiz Complete

Your grade is: 98% 🍀

Congratulations, you passed the SafeCheck® Advanced Food Safety Certification Exam!

You **MUST** select the **Complete Course** button to have a digital copy of your certificate sent to your email.

Complete Course



SafeCheck® Canadian Food Safety Certification

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1. An email will be sent to the account linked to your username, inviting you to access the online learning account. Please follow the instructions in your email to complete the set-up of your account.
2. During your first login you will be prompted to change your password. If at any time you forget your password use the forgot password button or contact our support team to help you reset your password.
3. Once logged on, you will see your learner dashboard with all your available courses. Click start to begin your course.
4. Once you have completed the course you will be able to complete your exam. Before you start your exam, please ensure that you are using Mozilla Firefox or Google Chrome as your web browser.
5. Read the exam rules carefully, once completed click the Next button at the top or bottom of the page.
6. Accept the Privacy Policy and click Continue.
7. Position your face in the green circle and click “Take Photo”.
8. Take a picture your government issued photo ID.
9. After finishing your exam, please allow 5-15 minutes for the proctoring service to verify your session.
10. Click the Complete Course Button. After selecting the Complete Course button, you will be emailed a copy of your certificate and wallet card.

