

## DRIVER SAFETY ONLINE TRAINING INSTRUCTIONS

The department of Environmental Health, Safety and Risk Management provides **Driver Safety Training** online through Blackboard.

Instructions to complete the UTRGV Driver Safety Training:

1. Log on to myUTRGV. <https://my.utrgv.edu/home>
2. Click on the Blackboard icon.
3. Select the organization Environmental Health, Safety and Risk Management - 2022.
  - a. If the EHSRM link does not appear, follow instructions below on "How to Self-Enroll".
4. Click on **Driver Safety Training (for Employees Only)(Spanish version also available)**
5. View the presentation entitled **Driver Safety Presentation**.
6. Take the corresponding quiz until you have earned a 100%.

For more information on the driver approval process, please visit the following UTRGV website:  
[www.utrgv.edu/ehsrn/programs/training/driver](http://www.utrgv.edu/ehsrn/programs/training/driver)

**Note: Do not use a cell phone or tablet to complete this online training. Make sure you have a secure internet connection when viewing the material. Ensure that your browser (Google Chrome, Firefox, etc.) is the latest version and that your browser history has been recently cleared.**

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### How to Self-Enroll

1. Locate the Organization Search Box on your Blackboard homepage (right-hand side of screen)
2. Type in "Environmental" (ensure spelling is correct) and press "Go"
3. Enroll in 2022 version (hover mouse cursor over **EHSRM 2022** to see drop down arrow and click on the drop down arrow and then click enroll) and then press the "submit" button

Problem Solving Suggestions:

1. Check to make sure you are using the Organization search box and not the Course search box.
2. Check to make sure that you are searching for the word "environmental" as the search engine is picky and will not recognize misspellings.