

SAFETYCULTURE QUICK START GUIDE

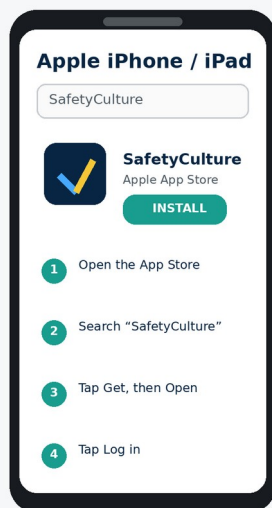
Install, log in and report concerns from any device

ITS

Intelligent Training Solutions

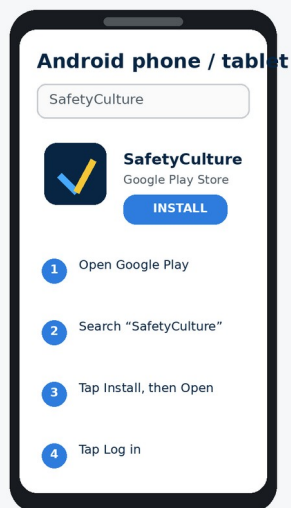
Use your personal SafetyCulture account for safety alerts, training and reporting hazards, near misses, incidents and observations.

APPLE



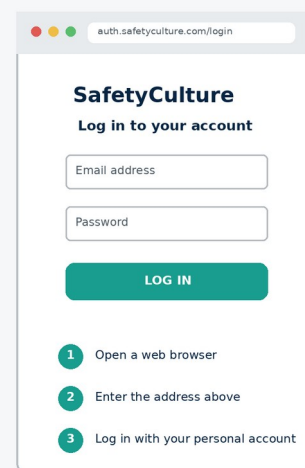
App Store

ANDROID



Google Play

COMPUTER



Web browser

HOW TO LOG IN

1 Open SafetyCulture

Tap Log in and enter the email address linked to your ITS account.

2 Choose your login method

Use your password, an emailed login code, or SSO if advised by ITS.

3 Allow notifications

Enable notifications so you receive Safety Alerts, Heads Up messages and training reminders.

REPORT A HAZARD, NEAR MISS, INCIDENT OR OBSERVATION

1

Open Issues

Tap Issues in the navigation bar or under More.

2

Create issue

Tap + or Create issue.

3

Choose category

Select the most suitable report type.

4

Add details

Explain what happened, where, when and who was involved. Add photos if safe.

5

Submit

Review the information and tap Submit.

IMMEDIATE DANGER OR SERIOUS INCIDENT? Make the area safe, call 000 when required, and contact your manager before completing the report.

NEED HELP?

ITS Administration | 03 5415 0204
admin@its.edu.au

SEE IT. REPORT IT. WE'LL SORT IT. No concern is too small to report.

Screen appearance may vary slightly depending on your device and app version. Computer login: auth.safetyculture.com/login