Links to LaDIS reference guides relevant to Training Coordinators and Admin users can be found on this page. Your level of access in LaDIS will determine the functions you will be able to perform on the site.

For any issues please raise a <u>JIRA Service Ticket</u>, also continue to advise any other users with LaDIS issues to do the same.

Checklists:

Use the checklists below to assist when entering Training & Accreditation/Endorsement Data in LaDIS

Departmental Fire Accreditation Data Entry Checklist

Readiness and Response Data Entry Checklist

Entering External Training Checklist

Quick Reference Guides:

Viewing a Training Profile

How to access and view a Learner's Training Profile

Creating a new Training Event Stage Schedule

Scheduling and Enrolling in an Informal Training Event

Enrol Students in an Existing Stage Schedule

Add a Location/Venue

Managing Assessments - Marking Results

LaDIS Reports

Unique Student Identifier

Generating and Printing Certificates

Generating and Printing Certificates

Upload a Certificate to a Students Library