

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.

This page will be updated regularly with new announcements and advice relating to LaDIS.

As always for any issues please raise a [JIRA Service Ticket](#) , 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 Checklist & Workflow](#)

[Readiness and Response Role Checklist & Workflow](#)

## Quick Reference Guides:

### Emergency Role Development Plan:

Please note, the ERDP Module is now on Tarnook, for more information [click here](#)

### Scheduling, Enrolling and Marking Assessments:

[Viewing a Training Profile](#)

[Checking a Student Enrolment](#)

[Add a New Stage Schedule](#)

[Managing an Informal Training Event](#)

[Enrol in Existing Training Stage Schedule](#)

[Manually Enrol a Student in a Unit of Competency](#)

[Add a Location/Venue](#)

[Managing Assessments](#)

[Reports in LaDIS](#)

[Supervisors \(Manager Portal\)](#)

[Unique Student Identifier](#)

## **Generating and Printing Certificates**

[Generating and Printing Certificates](#)

[Upload a Certificate to a Students Library](#)