

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 [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 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](#)