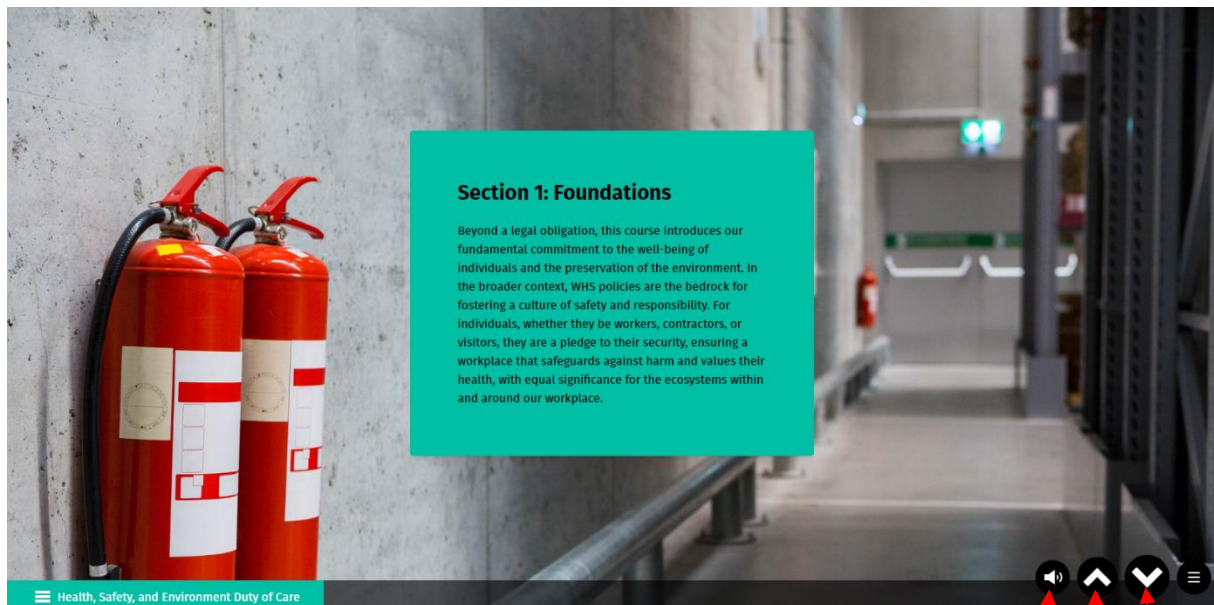


## Kando Course Navigation

This guide overviews end-user navigation options in courses developed using Interaction's Kando cloud-based authoring tool.

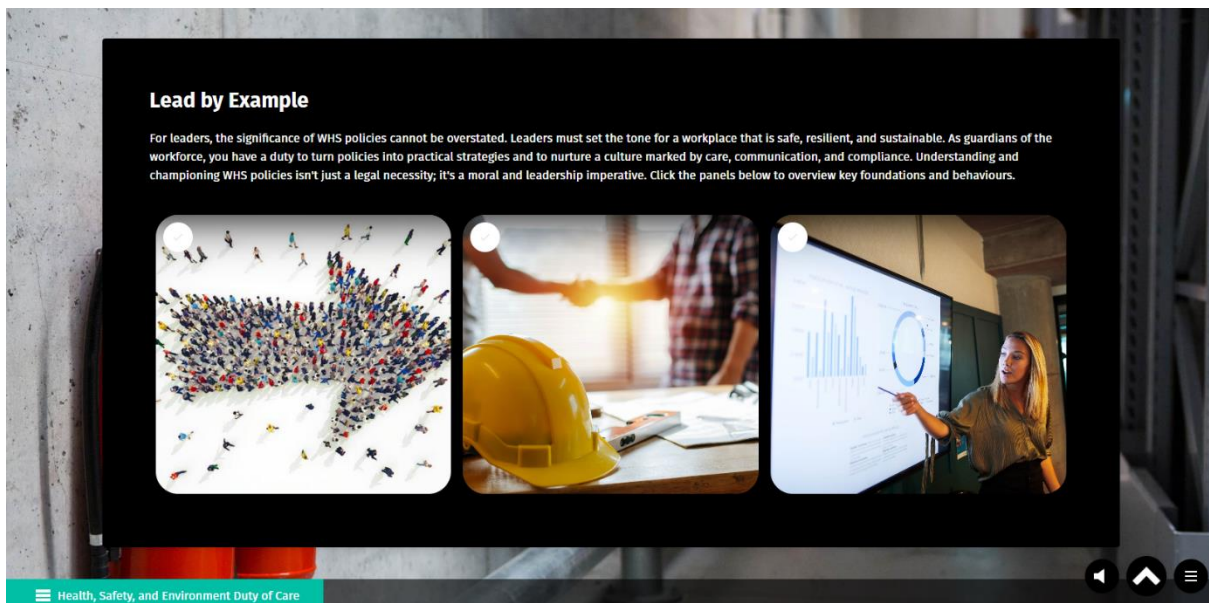
# Kando Course Navigation

Courses developed in Interaction's Kando authoring tool are presented through a series of north-south panels you will move through, much like when navigating any modern website.



You will find navigation options at any time in the bottom-right corner...

- Kando displays an option to turn the **Audio** off and on. If there is no audio button, there is no audio to play at that time. \_\_\_\_\_
- Once you have moved past the first slide in any course, you can expect a **Back** button to be displayed, allowing you to move up to the previous slide if you so desire. \_\_\_\_\_
- A **Next** button is displayed if the current learning requires no interaction, as is the case here. \_\_\_\_\_



**Note:** If you cannot see a Back or Next button, look for instructions on the screen. The Next button may not be displayed while animations are being played, or you must complete required actions (such as responding to a question or selecting options presented).

You should expect interactive courses to ask you to answer exercises occasionally, perhaps to reinforce key messages or to confirm understanding. Kando delivers these questions through a familiar interface. Always read the question presented and the options carefully before making a selection, as many courses can be expected to require that you achieve a pass mark for your learning to be set as complete.

**Knowledge Check**

A Safety Contact Officer is an appropriately trained individual who can advise others about their work activities and risks. The Safety Contact Officer will typically provide the Site Induction that includes information about emergency procedures, health and safety contacts, including first aid officers, health and safety standards and policies, and the safe use of any equipment. Any employee can be a Safety Contact Officer - True or False?

☐ True

☐ False

1 of 10 **Submit**

Health, Safety, and Environment Duty of Care

### Accessing the Course Index

Notice that the course name is displayed on every slide in the bottom left-hand corner. Clicking here lists all the topics in the course, with those panels you have already visited available for you to review at any time. In most courses, you must have visited the slide for the options on the index to be available to click on.

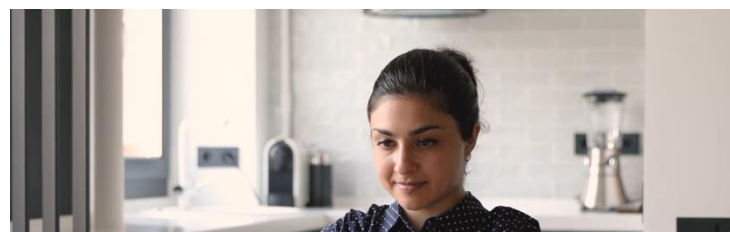
Health, Safety, and Environment Duty of Care		
➔	Health, Safety, and Environment Duty of Care	📄
➔	Health, Safety & Environmental Responsibilities	📄
➔	All Incidents are Preventable	📄
➔	This course overviews workplace health and safety duties, including:	📄
➔	Section 1: Foundations	📄
➔	Lead by Example	📄
➔	Leader and Worker Responsibilities	📄
➔	Comprehensive Environment and Sustainability Commitment	📄
➔	Community Engagement	📄
➔	Building a Foundation for Safety and Responsibility	📄
➔	Section 2: Risks and Hazards	📄
➔	Proactive Hazard Identification in Varied Workspaces	📄
➔	Hazard Identification	📄

### Bookmarking

To exit the learning at any time, close the window or the tab it is playing in, and the course will be bookmarked on the slide you exit from. You may lose your work in the current session if you simply shut down your device without leaving the course!

When you reach the last slide in the course, look for the Save and Exit button at the bottom of the screen. We recommend clicking to help ensure that your completion and/or assessment score is properly saved against your learning record.

Provided you exit correctly, following this instruction, any work you have completed will be safely stored along with a bookmark so that you can return to where you left off when you return to the course.



### Conclusion

Well done. You have now completed the topics covered in this course. If you wish to, you can build on your learning by downloading our [external workbook](#) and completing Questions 1 to 11. Click on the Save and Exit button to save your work and exit the course.

