

Mt Arthur South - LAAMP 'How to' Guide

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- 2. Previous Users Access
- 3. Forgotten Password or Username
- 4. Complete online learning

1. First Time Users

You will have received an "Invite Email" from welcome@laamp.com.au with the below information:

To get started:

1. Select the best option for you based on the details below and either download the app or navigate to the website.
2. Login with the username and temporary password provided in this email.
3. You will be required to set a new password and select your preferred language. Please pick a new password that contains at least 1 uppercase letter, 1 lowercase letter and 1 number.

LAAMP is available for the following devices:

iOS - App Store - [Click here and download the App.](#)

Android - Google Play - [Click here and download the App.](#)

Web - [Click here to navigate to the website.](#)

Note: Please use Google Chrome as it is currently the only supported web browser for LAAMP. Using other web browsers may exhibit unexpected behaviours.

Log into LAAMP using the following details:

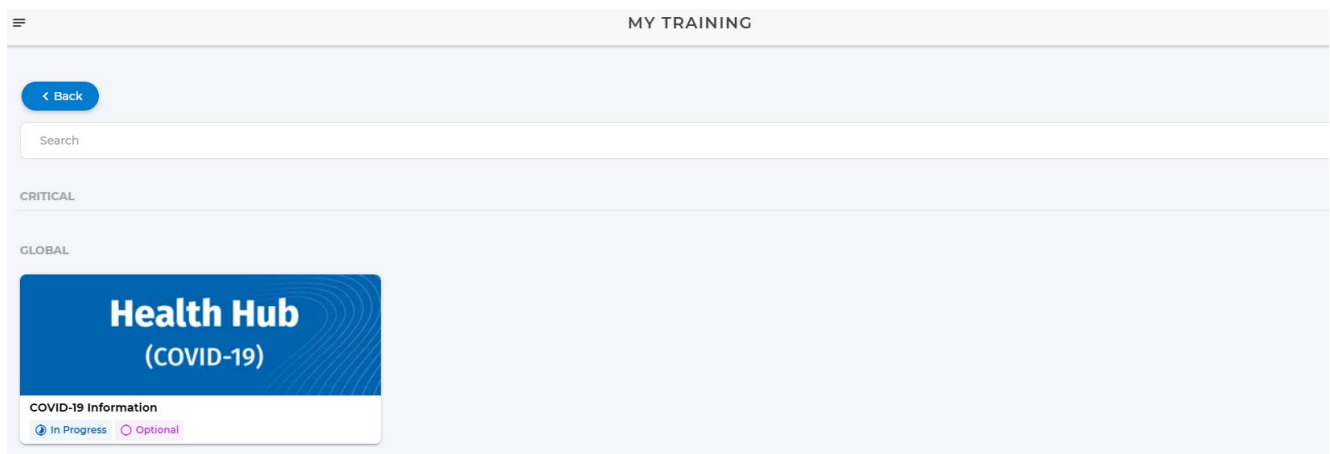
Username: **example**

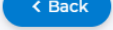
Temporary Password: **Example1**

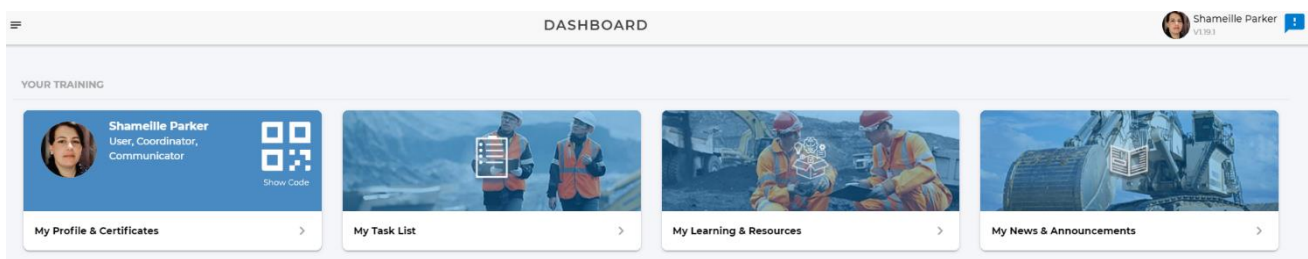
Follow the prompts through the next steps:

- Take your profile picture (this needs to be a clear picture of your face used as verification that you are completing your own training)
- Take a picture of your Drivers Licence or Photo ID
- Read and accept the "Acknowledgement"
- Watch 1min Intro to LAAMP Video

➤ You will then arrive at this screen:

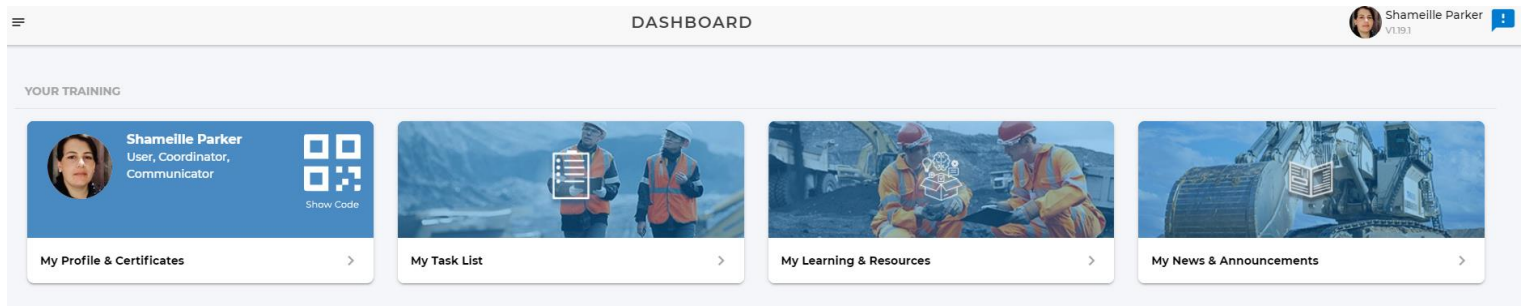


➤ Select the  button to take you to your "Dashboard"

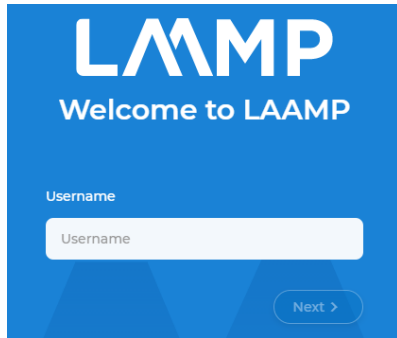


2. Previous Users

If you have used LAAMP previously either at Mt Arthur South or another Thiess site you can use your previous Username and Password to log on and you will be taken to this screen.



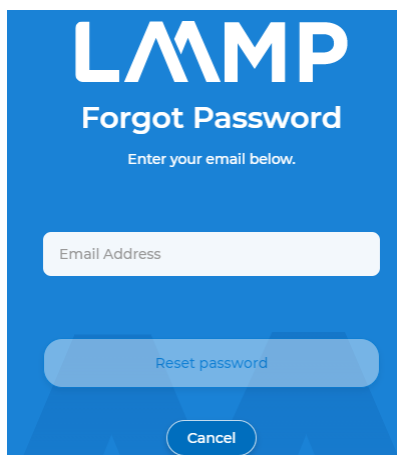
3. Forgotten Password or Username



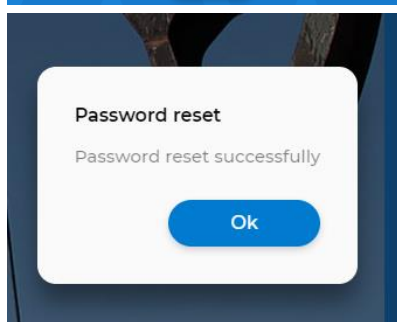
If you have forgotten your username type anything in the username box which will still take you to the next password screen.



Select "Forgot Password"



Enter your email address and select "Reset Password"

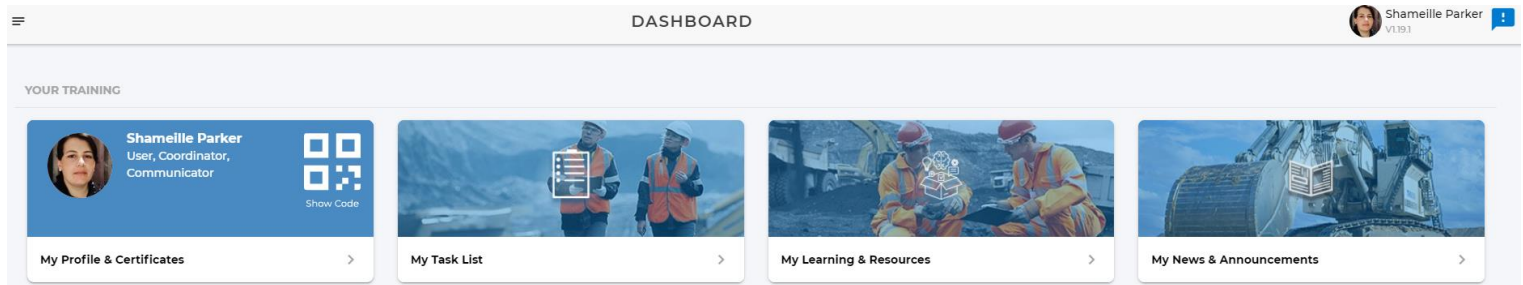


This will appear when completed.

You will then receive an email from no-reply@laamp.com.au with both your username and new password.

4. Complete online learning

➤ From the “Dashboard” there will be 4 * Tiles



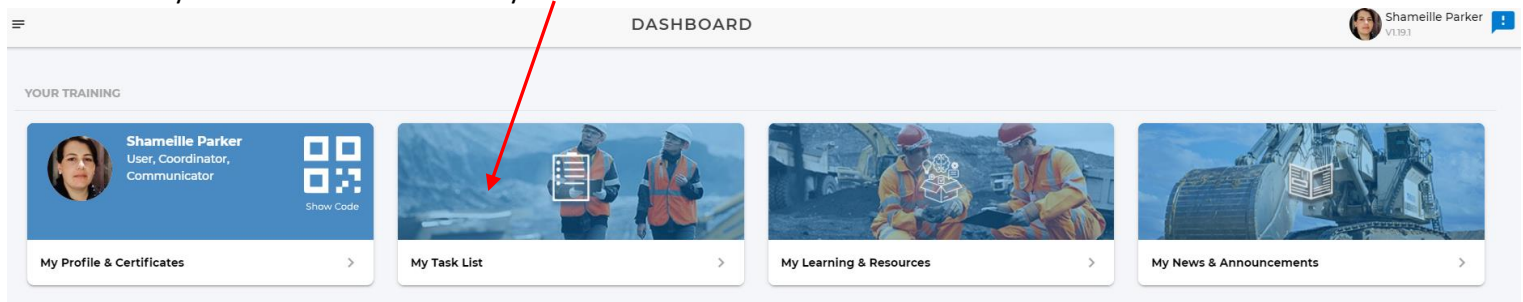
My Profile & Certificates: which is your Training File

My Task List: which is a “To Do List” of Procedures and Training to be completed

My Learning & Resources: a collection of all the Training and Procedures relevant to your role.

My News & Announcements: an index of any news or announcements posted for Mt Arthur

➤ From your “Dashboard” select “My Task List”



➤ Your Task list will contain all the documents and theory assessments to be completed relevant to your Job Role.

The screenshot shows the 'MY TASK LIST' page. It has a search bar and a 'Back' button. Below is a table with the following data:

Assessment	Assessment Type	Progress	Expiring
Thiess Safety Essentials: Geotechnical	Video	0% complete	Urgent
Basic Isolation Assessment	Document Capture	0% complete	Urgent
Thiess Mount Arthur South Shared Zone Induction	Informational	0% complete	Urgent
HTG - Hazard Identification Tool How to Guide	Document Library	0% complete	Urgent
First Attack Fire Fighting Equipment Theory Assessment	Theory Assessment	0% complete	Urgent

➤ There are 5 types of tasks in this list:

- Videos to be watched
- Informational slides to be read
- Procedure to be read
- Assessment (quiz) to be completed
- Document upload required

➤ You will need to complete all tasks in this list before you arrive onsite, *excluding any tasks with this icon*

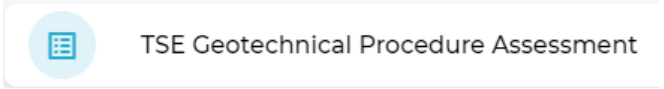
Additional Info:

- Some of these tasks only require you to read/watch the content to acknowledge that you have completed it.
- Other tasks will have Assessments to be completed.
- The information for each task must be read before you can complete an assessment

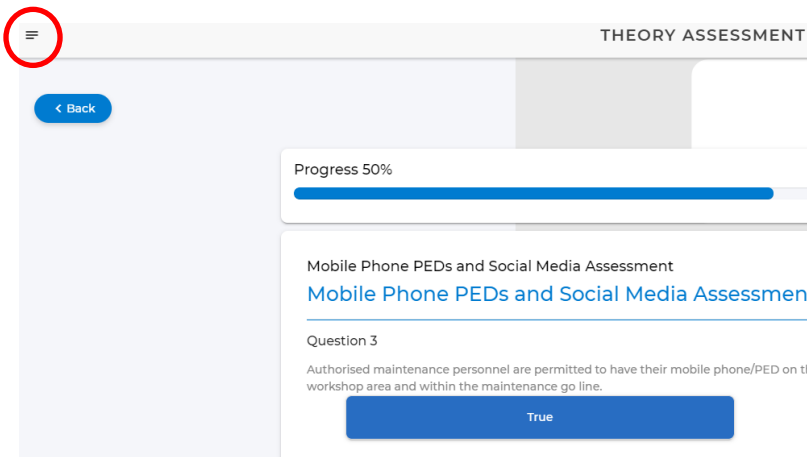
Eg: This video will need to be watched.



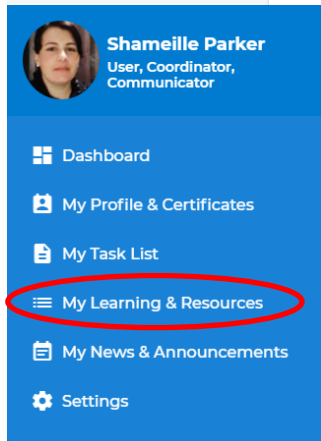
Shortly after the corresponding assessment will appear in your task list.



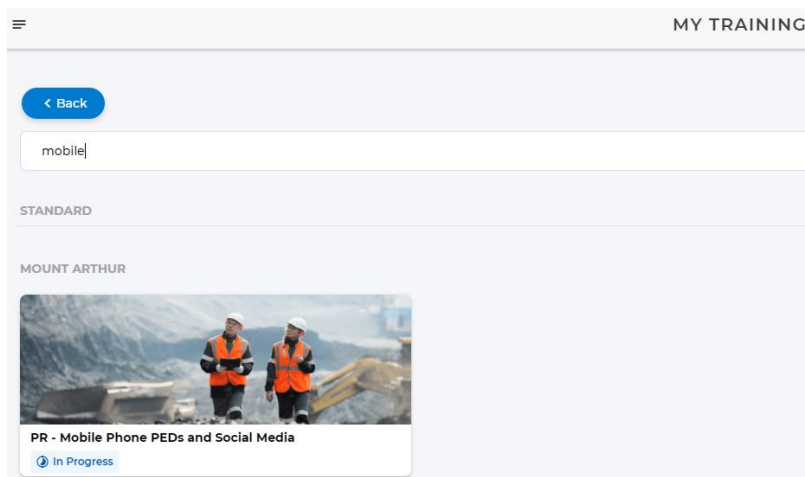
- During the Assessments if you exceed the maximum amount of attempts, the assessment will stop and return you to the Task List to start again.
- To review any Information you have already read/watched you can go to your "Resources"



Click on the Menu Icon in the top left corner



Select "My Learning and Resources"



Here you can either scroll through the tiles to find the Item you need or type a keyword in the search bar.

Select Tile