



Risk Control

New Employee Orientation

Organizations are continuously hiring new employees. This series of brief virtual learning modules (under 15 minutes each) provides new employees with basic safety and hazard awareness in the workplace.

Featured New Employee Orientation Courses



- The New Employee Orientation series offers an alternative to traditional training methods. These virtual learning courses focus on recognized hazards faced by companies in construction and other industries.
- These SORCE® offerings can be viewed as a series to bring awareness to leading causes of workplace accidents and injuries.
- The series can be delivered to employees quickly and efficiently through email or learning management software (LMS). Employees can take the courses via phone, laptop, tablet or traditional desktop systems. The courses offer interactive knowledge checks, and completion certificates are available after each module.

Full New Employee Orientation Course List

- Aerial Work Platforms
- Basic Rigging
- Caught In/Between
- Concrete Construction
- Confined Space
- Cranes
- Defensive Driving/Fleet Safety
- Electrical Safety
- Fall Protection
- Flammable Liquids
- Extinguisher Safety
- Forklifts
- Guarding Floor/Wall Openings/Holes
- HAZCOM – Global Harmonization
- Ladders
- Machine Guarding
- Office Ergonomics
- Occupational Hazards
- Power Tool Safety
- PPE – Personal Protective Equipment
- Scaffolding
- Scissor Lifts
- Slips, Trips and Falls
- Struck Against
- Struck By
- Trenching and Excavations
- Welding, Cutting, Hot Work

Our SORCE on Demand courses are available 24/7.

New Employee Orientation – How to Access and Create a New Account

Step 1

- Visit clicksafety.com/cna
- Under SORCE OnDemand Courses, click the “Register Now” button.

Step 2

Create User Account (* fields are mandatory)

First Name*

Last Name*

Title

Telephone

Email Address*

Confirm Email Address*

Unique 4 Digit Identifier*†

Password*

†Please note: You may select any four digits for this field.

Step 3

- Make your selection from the list of modules.
- Click the course under “Available Training Courses,” then click the arrows pointing right.
- Complete this for as many courses as you wish to assign/complete at this time, then click “Continue.”
(This is much easier than coming back to add courses.)
- On the Confirmation page, click “Next”
- At this point, your account will have been created and you’ll be issued a username for the ClickSafety site.

Step 4

- Click “Login”
- Input username and password.
- You may now access your registered courses or add additional courses by clicking on “Register Now.”

To learn more about how CNA’s Risk Control services can help you manage your risks and increase efficiencies, visit cna.com/riskcontrol.