**Instructions for Van Training Access**

**Vans, Large Passenger - Avoiding Rollover Accidents CD-ROM Training Program**

VIEW ONLINE This interactive driver training program reviews key issues from the National Highway Transportation Safety Administration's rollover advisories and industry best practices for 15-passenger van safety. The hazards and defensive driving principles are also applicable to vans with seating capacities of 12 or less. Topics include: Center of Gravity, Tire Issues and Inspections, Seat Belts, Road Conditions, Rear-End and Loss of Control Accidents, Driving Distractions, Fatigue and Drugs/Alcohol. There is 10 question quiz at the end. Answering 80% of the questions correctly allows the participant **to print a certificate** of completion. The straight-through running time for the training, excluding the quiz, is **approximately 30 minutes.**

For this training **you will need** to register/create an account with Travelers (see information below on how to register), have sound turned on, and have access to a printer so you print your certificate at the end. You may want to save the document prior to printing. The printed certificate will be the only proof you have to show completion of the course. Travelers does not track this information.

**Risk Control Customer Portal Registration**

As a Travelers customer, you have been invited to set up a user ID and password for the Travelers Risk Control Customer Portal. By registering, you will have access to more than 1,500 safety and training resources. Go to :

<http://travelers.http.internapcdn.net/travelers_vitalstream_com/RiskControl/TR_Cust_WBT_TD/AvoidingLargeVanRollovers/story.html>

to get started. This link will bring you to initialize manual customer registration page where you will enter your Siena College e-mail address (which will become your user ID). Complete the registration and go to log in.

Once logged in:

1. The middle of the webpage will say “Library,” underneath this page click the toolbar, “Driver & Fleet Safety.”
2. From the drop down tab under “Driver & Fleet Safety,” click on “Driving Safely.”
3. Filter the search bar by checking, “Buses/Vans/Limos.” And “Apply” in the top right corner.
4. Scroll down to the last training option titled, “Online Training: Vans, Large Passenger – Avoiding Rollover Accidents Training Program.”
* New page will come up
* Click on:

Special Instructions ***Click here*** to view the computer based training program now

There are 9 sections. The video for each section may take 30-50 seconds to load so please be patient and do not hit restart. You much watch the entire video in order to proceed to next section by clicking next. At the end of the video, if you have answered 80% of the questions correctly, you will be able to print a certificate. This is your only proof that you have taken this course. Please **print** **and send a copy** to Lori Ehrensbeck at lehrensbeck@siena.edu or mail to Siena Hall 104B.

 If you **have any problems** completing this process please contact Lori Ehrensbeck at lehrensbeck@siena.edu or 782-6774.

Once registered, you can go to travelers.com/riskcontrol anytime to access any of the training.

Log in on the right side of the screen.