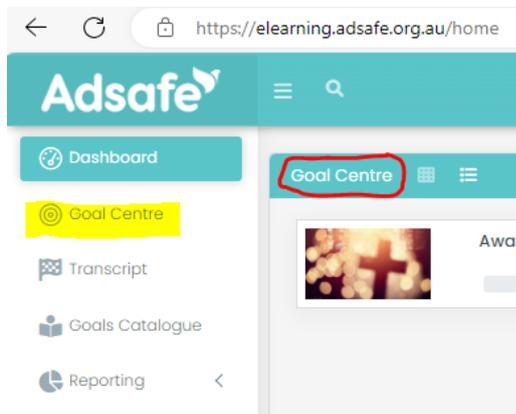


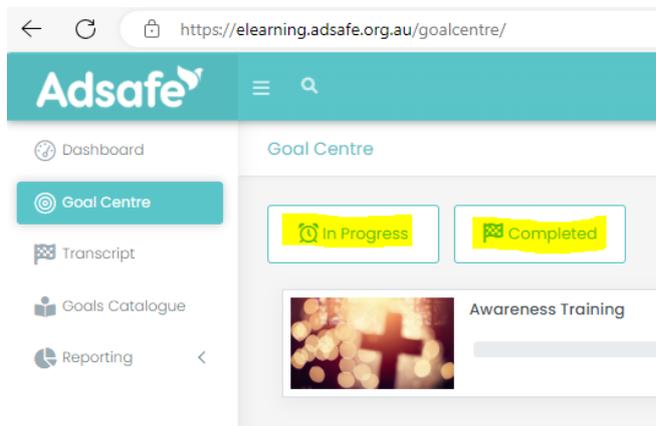
How To Check Your Own Compliance

Log into your e-learning account at: <https://elearning.adsafe.org.au/>

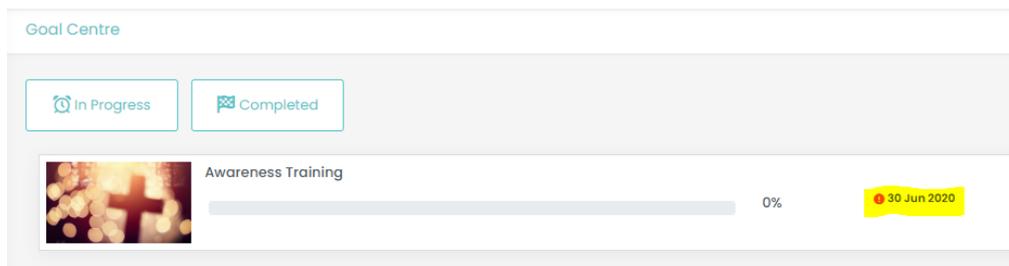
Any elements for which you are not compliant are automatically shown in the Goal Centre panel (as circled in red in the snip below). To unpack further information, click on “Goal Centre” as highlighted in yellow in the snip below.



Once you click on “Goal Centre”, two buttons will show: **In Progress** and **Completed**. Any elements NOT completed or NOT renewed will show underneath those two buttons with a grey line underneath the name of the element.



If the completion/renewal of an element is overdue, the date shown at the right-hand edge of the screen (as highlighted in yellow in the snip below) will be the due date or the date of expiry.



To find out the dates of completion of the Awareness Training and Code of Conduct, click on the “Completed” button (as highlighted in yellow in the snip below).

The elements will show with an aqua line underneath, and the date of completion displayed (as highlighted in yellow).

The screenshot shows a 'Goal Centre' interface. At the top, there is a teal header with a menu icon and a search icon. Below the header, the text 'Goal Centre' is displayed. There are two filter buttons: 'In Progress' and 'Completed'. The 'Completed' button is highlighted in yellow. Below the filters, there are two goal entries. The first entry is 'Awareness Training', which has a 100% completion bar and a completion date of '12 Mar 2023' highlighted in yellow. The second entry is 'Code of Conduct', which has a 100% completion bar and a completion date of '14 Mar 2019' highlighted in yellow. The 'Code of Conduct' entry also features a graphic with the text 'CODE OF CONDUCT'.

Goal Name	Completion Status	Completion Date
Awareness Training	100%	12 Mar 2023
Code of Conduct	100%	14 Mar 2019