This guide is for Education professionals in independent schools who would like to enrol in courses related to the information sharing reforms, including the Child Information Sharing Scheme (CISS) and Family Violence Information Sharing Scheme (FVISS).

Log in (existing users) or sign up (new users) to the training platform

Open your web browser (preferably Chrome) and log in or sign up to the Information Sharing and MARAM Online Learning System ('the online learning system') by clicking on this link https://training.infosharing.vic.gov.au

We recommend using a laptop or a desktop computer. Our courses are interactive and may not display correctly on smartphones and tablets.
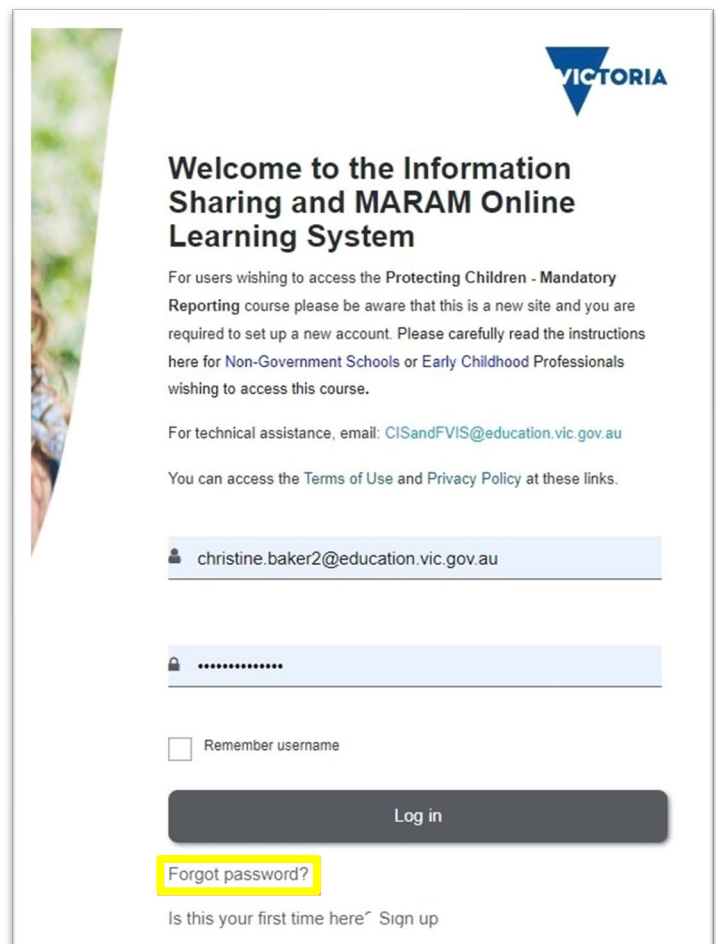
Existing Users – Log in

If you have previously used the online learning system to complete other courses, you will be able to use your existing log in details to enter the system.

If you have forgotten your log in details, please click **Forgot password?** on the home page.

If you do not receive an email to reset your password, please contact the enquiry line on 1800 549 646 or email CISandFVIS@education.vic.gov.au.

Once you have successfully logged on, scroll down to the **Navigate to a Training Course** instructions below.

New Users – Sign Up
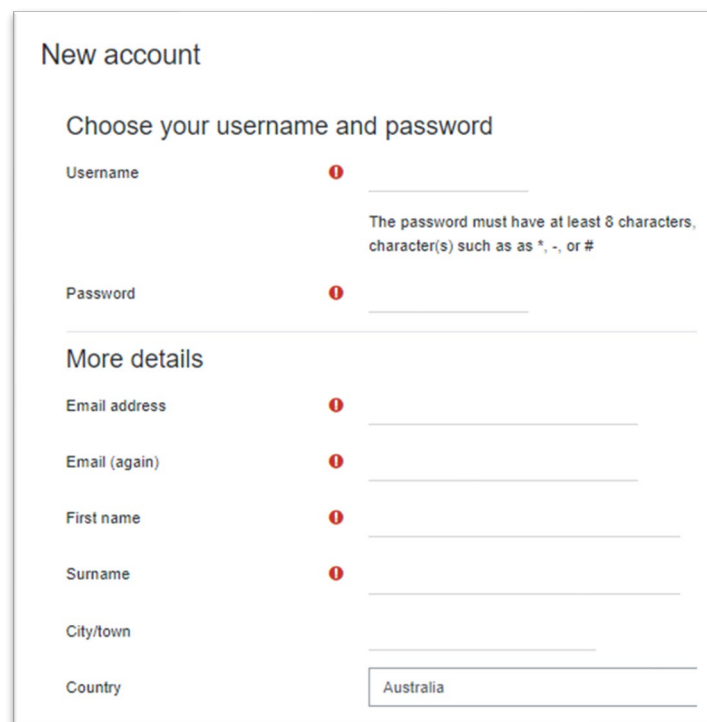
Step 1: You must create a new account if you have not used the online learning system before.

Click on the "Sign up" link under the Log in button to go to the New Account set up form.

Step 2: Choose a username and password.

We recommend using your email address as your username.

You must fill in all the fields flagged with an exclamation mark.

The Department of Education manages personal information in accordance with relevant Victorian privacy law, the *Privacy and Data Protection Act 2014*. For more details, please visit the Privacy Policy.

Contact Details

Work Phone Number ❗

Preferred Method of Contact ❗ [Choose... ⬍]

I wish to receive further information. ❗ [Choose... ⬍]

Department and Agency Information

Sharing Scheme Department ❗ [Choose...]

Workforce ❗ [Choose...]

Organisation

Organisation ❗ [Choose...]

If your ECEC Service Name, School Name, or organisation is not listed above, please enter it here:

Step 3: Complete your contact details.

Step 4: Select 'Department of Education' as your Sharing Scheme Department.

This information will help us report on state-wide course completions.

Step 5: Select 'Independent schools and system bodies' as your Workforce.

Step 6: Choose 'Independent schools' as the option from this list as your Organisation.

Step 7: Please enter the school name in the field titled 'If your ECEC Service Name, School Name or organisation is not listed above, please enter it here'.

Navigate to a Training Course

Once you are logged in, go to the Homepage and enter **Education Workforces**.

Choose your course from the following options.

Education Workforces

Training for education workforces

[Enter]
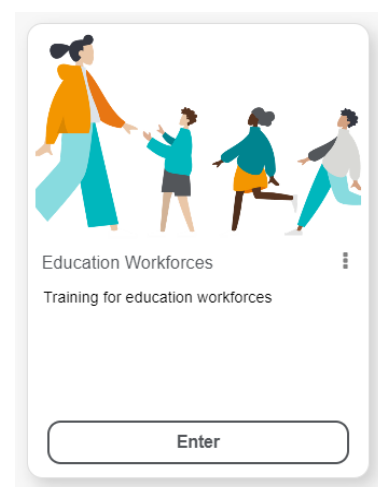
Webinar: Information Sharing for Education Workforces is held online via Webex. This webinar is designed for ALL Education workforce staff, including leaders and professionals who need a detailed operational understanding of the information sharing reforms.

This webinar will take around 3 hours.

Webinar: Information Sharing fo...

This course is designed for ALL Education workf...

Progress   0%

Enter

eLearn: Education Leaders is an online multimedia eLearning course designed for education workforce professionals who are responsi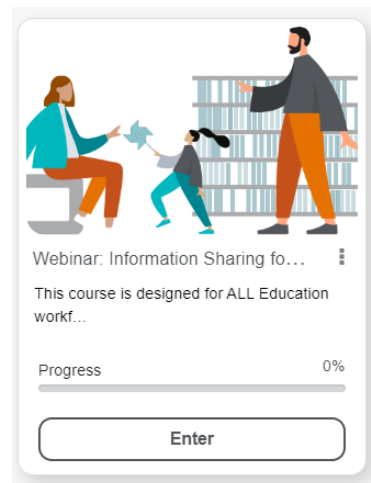ble for personnel impacted by the information sharing reforms and who will play a role in the change management process.

You can work through the modules at your own pace, at any time.

The eLearn consists of five modules, which each take around 25 minutes to complete. The entire course will take around 2 hours.

eLearn: Education Leaders

This course is for people in education workforc...

Progress   100%

Enter
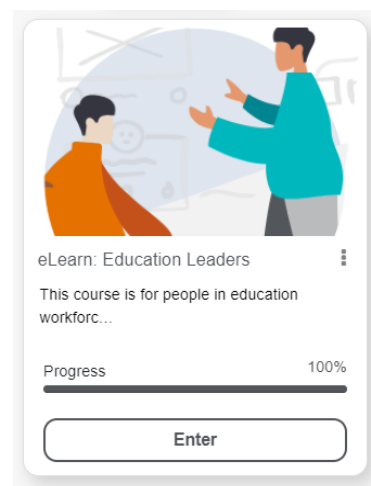
eLearn: Education Professionals is an online multimedia eLearning course designed for people working in schools or education and care services who are likely to share information and require a detailed operational understanding of the reforms.

You can work through the modules at your own pace, at any time.

The eLearn consists of six modules, which each take around 25 minutes to complete. The entire course will take around 3 hours.

eLearn: Education Professionals

This course is for people working in schools or...

Progress   0%

Enter
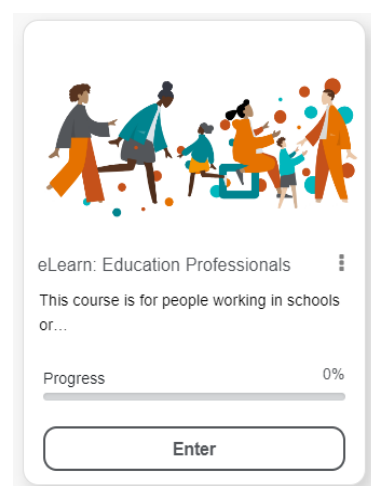
Post-Webinar/eLearn Survey

We encourage you to complete the Post-Webinar or eLearn Survey. Please note that you do not have to complete the survey to receive your Certificate of Completion.

Certificates

Certificates are available within 24 hours of course completion. You can download a certificate from your My Dashboard page or from the Course information page.

My Courses	**My Certificates**	...		
Course	**Activity**	**Complete**	**Completion Date**	**Certificate**
eLearn: Education Professionals		⊘	07/03/2022	✽
	Module 1: Introduction to the Reforms	⊘	03/03/2022	

eLearn: Education Leaders

Dashboard / My courses / Education Workforces / eLearn: Education Leaders / Certificate of Completion / Click here to view Course Completion Certificate

Click here to view Course Completion Certificate

Awarded on: Monday, 2 May 2022, 5:47 PM

View certificate

More information

Phone: 1800 549 646
Email: CISandFVIS@education.vic.gov.au
More Information: www.infosharing.vic.gov.au
Frequently Asked Questions