NAVY CRANE CENTER ONLINE TRAINING

NCC=Navy Crane Center NKO=Navy Knowledge Online NeL=Navy eLearning ILE=Integrated Learning Environment

THE FOLLOWING NAVY CRANE CENTER COURSES ARE AVAILABLE VIA NeL:

- GENERAL CRANE SAFETY (NCC-GCS-02)*
- GENERAL CRANE SAFETY REFRESHER (NCC-GCSR-03)*
- CATEGORY 2 AND CAB-OPERATED CATEGORY 3 CRANE SAFETY (NCC-C2CS-01)*
- CATEGORY 2 CRANE SAFETY REFRESHER (NCC-C2CSR-02)*
- CATEGORY 3 (NON CAB) CRANE SAFETY (NCC-C3CS-02)*
- CATEGORY 4 CRANE SAFETY (NCC-C4CS-01)*
- CRANE RIGGER (NCC-CR-04)*
- RIGGING GEAR INSPECTION (NCC-RGI-02)*
- LOAD TEST DIRECTOR (NCC-LTD-02)*
- CERTIFYING OFFICIAL (NCC-CO-01)*
- CRANE ELECTRICIAN (NCC-CE-01)*
- ELECTRICAL CRANE INSPECTOR (NCC-ECI-01)*
- CONTRACTOR CRANE AWARENESS (NCC-CCA-02)*
- CRANE MECHANIC (NCC-CM-01)*
- MOBILE CRANE MECHANIC (NCC-MCM-01)*
- MECHANICAL CRANE INSPECTOR (NCC-MCI-01)*
- RIGGING 101 (NCC-R101-01) (Not a NAVFAC P-307 course)

*Course listed in NAVFAC P-307 Table 13-1
Click HERE for course descriptions.

PURPOSE AND SCOPE

NAVFAC P-307 TRAINING COURSES PROVIDE BASIC, FUNDAMENTAL, TRADE RELATED INFORMATION FOR THE OPERATION, RIGGING, MAINTENANCE, INSPECTION, AND TESTING OF WEIGHT HANDLING EQUIPMENT (WHE) AT NAVY SHORE ACTIVITIES. THESE COURSES WILL ACQUAINT PERSONNEL WITH NAVY REQUIREMENTS TO SAFELY PERFORM WHE RELATED TASKS. BY DESIGN, THESE COURSES REINFORCE AND ENHANCE EXISTING KNOWLEDGE AND PROVIDE A BASE UPON WHICH TO DEVELOP EXPERIENCED, COMPETENT PERSONNEL THROUGH ON-THE-JOB TRAINING. COMPLETING A NAVFAC P-307 TRAINING COURSE WILL NOT, IN ITSELF, PRODUCE A PROFESSIONAL, KNOWLEDGEABLE, SAFE WORKER FROM SOMEONE WHO IS INEXPERIENCED OR LACKS FAMILIARITY OR SKILL WITH THE SUBJECT. NAVFAC P-307 COURSES DO NOT PROVIDE HANDS-ON TRAINING. THEY DO NOT QUALIFY PERSONNEL TO PERFORM A SPECIFIC FUNCTION, TASK OR ASSIGNMENT. IT IS THEREFORE INCUMBENT ON THE COMMAND, ACTIVITY OR ORGANIZATION TO PROVIDE ADDITIONAL TRAINING TO DEVELOP SAFE, COMPETENT PERSONNEL. NAVFAC P-307 SUPPORTS THIS GOAL BY PROVIDING SECTION 13 TRAINING COURSES AND APPENDIX N KNOWLEDGE AND COMPETENCY REQUIREMENTS.* SAFETY IS A KEY CONCERN IN THE WEIGHT HANDLING BUSINESS. THE GOAL OF PERFORMING ALL WEIGHT HANDLING TASKS IN A SAFE MANNER, WITH ZERO ACCIDENTS AND INJURIES, SHOULD BE THE VANGUARD OF ALL WEIGHT HANDLING PERSONNEL AND PROGRAMS. TO SUPPORT THIS GOAL, ORGANIZATIONS SHALL ENSURE THE SELECTION OF COMPETENT, KNOWLEDGEABLE PERSONNEL FOR WHE TRAINING BILLET NOMINATIONS AND SUBSEQUENT WHE DUTIES BY EMPLOYING OPERATIONAL RISK MANAGEMENT PRINCIPLES IN EVERY WEIGHT HANDLING DECISION.

*In addition to Section 13 and Appendix N, category 1, 2, and 4 crane operators must satisfy NAVFAC P-307 Sections 6, 7, 8 and Appendixes G-L, as applicable.

ACCESSING NKO OR NeL

- NKO and NeL are CAC access only.
- Obtain a CAC…
  - http://www.cac.mil/
  - http://www.cac.mil/common-access-card/
  - https://wwwa.nko.navy.mil/a2images/docs/NKO_User_Registration_Tutorial.pdf
- Because CAC is required for access, sponsorship is no longer necessary.

IMPORTANT INFORMATION

CONFIGURE YOUR BROWSER SETTINGS FOR USE WITH THE NeL ENVIRONMENT
(INFORMATION AND PROCEDURES ARE PROVIDED IN THE NEL ENVIRONMENT; SEE PAGE 6 SCREENSHOT BELOW)

NeL MAY BE ACCESSED DIRECTLY WITH THIS LINK:

https://ile-deers.nko.navy.mil/ELIAAS/Banner.jsf

PAGES 2-5 (BELOW) DISCUSS NeL REGISTRATION

PAGES 6-10 (BELOW) DISCUSS NeL USE

Links in this document may require you to hold down the 'Ctrl' key while clicking on the link

NeL Access

Navy/Marine Corps/Coast Guard Active Duty, Reserves, Civil Service and Contractors - If you have an existing NKO account you can log into NeL through NKO or directly via the link provided above. You do not need to register as described below. If you do not have a NKO account, register for one, as a New User, via the NKO login screen (https://wwwa.nko.navy.mil/portal/home/). NeL access is automatically granted upon approval of your NKO New User account.

Other Services (Army, Air Force) Active duty, Civil Service and Contractor personnel with valid CACs may access NeL by ONE of the following methods.

The LEARNER shall…

1. Request a NeL Learner Account from this link: [see corresponding screenshots on pages 3, 4, and 5 below]

   a. https://ile-deers.nko.navy.mil/ELIAAS/Banner.jsf
   b. Click 'Requests' (either one) (1). Nothing obvious will happen but this is an important step. After clicking 'Requests', click the 'OK' (2) button below the banner.
   c. Click on 'NeL Learner Account Request Form'
   d. Select/click 'Agree' (1), 'OK' (2), 'Agree' (3) buttons.
   e. Fill out request completely and enter "YOUR" contact data in both the 'Requestor Information' (1) and 'Government Sponsor Information' (2) sections of the form.
   f. Click 'Submit" (3). Once request has been submitted your Navy eLearning request will be processed within three business days.

OR

2. Contact our Helpdesk to request a Navy eLearning account at 1-877-253-7122 opt 1, or 1-850-452-1001 opt 1 or via email at netc.helpdesk@navy.mil. Ensure this data is included:

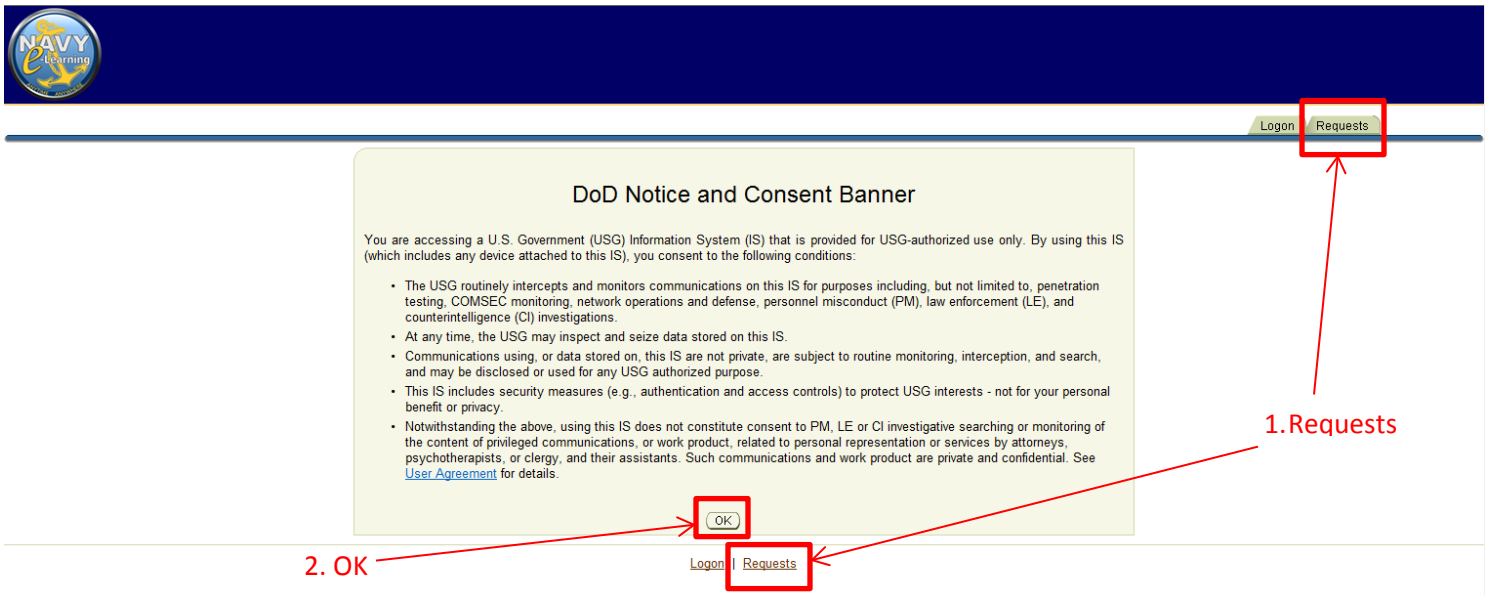
   a. First Name:
   b. Middle Name:
   c. Last Name:
   d. Email:
   e. Phone:
   f. Requestor Type (Ex; Active Duty Army/Air Force, DoD Civil Service, Army Contractor, etc.)
   g. DOD ID/EDIPI (10 digit number associated with CAC (on back of CAC)):

Once your learner account has been processed/approved, you may access NeL through this link:

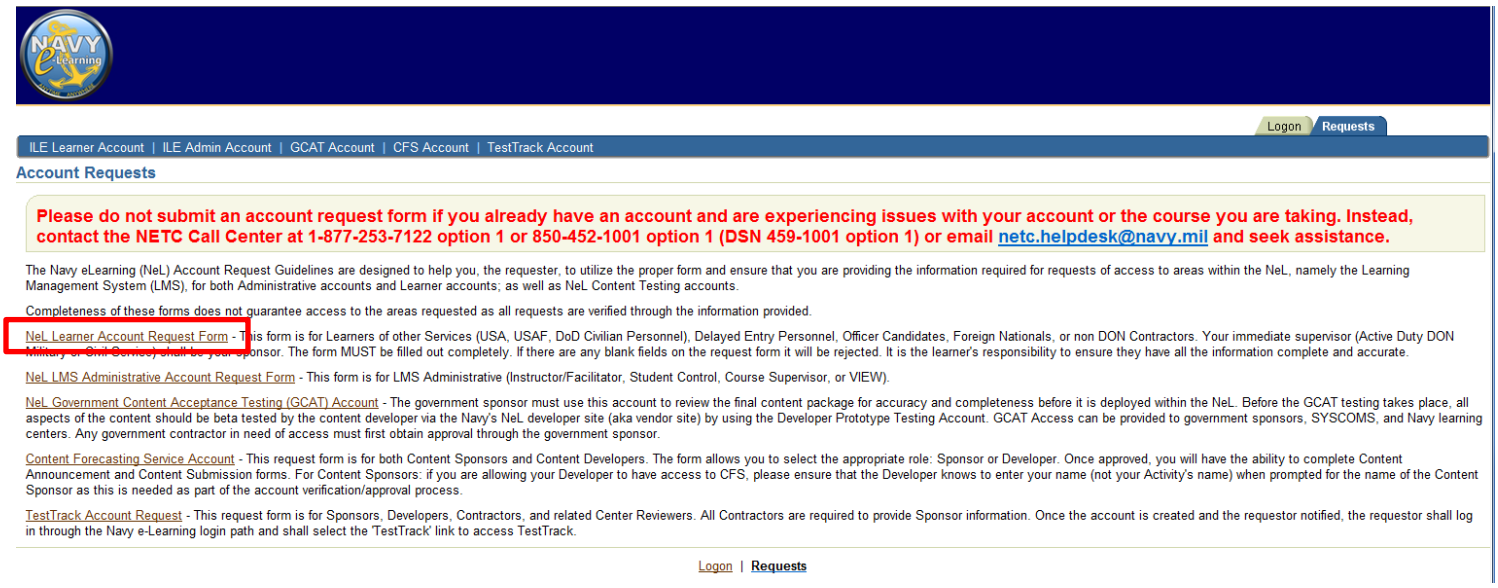
https://ile-deers.nko.navy.mil/ELIAAS/Banner.jsf

Click 'OK' on the banner and follow on-screen instructions.

Steps: 1b1 and 1b2



Step: 1c



Links in this document may require you to hold down the 'Ctrl' key while clicking on the link

Steps: 1d1, 1d2, 1d3

Logon | Requests

ILE Learner Account | ILE Admin Account | GCAT Account | CFS Account | TestTrack Account

Requests >

NeL Learner Account Request

"This is a Department of Defense Computer System. This computer system, including all related equipment, networks, and network devices (specifically including Internet access) are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability, and operational security. Monitoring includes active attacks by authorized DoD entities to test or verify the security of this system. During monitoring, information may be examined, recorded, copied and used for authorized purposes. All information, including personal information, placed or sent over this system may be monitored. Use of this DoD computer system, authorized or unauthorized, constitutes consent to monitoring of this system. Unauthorized use may subject you to criminal prosecution. Evidence of unauthorized use collected during monitoring may be used for administrative, criminal, or other adverse action. Use of this system constitutes consent to monitoring for these purposes."

Privacy Act Statement

Authority: 10 U.S.C. Section 5013, Secretary of the Navy; 10 U.S.C. 5041 Headquarters Marine Corps; 5 U.S.C. 301, Departmental Regulations; 14 U.S.C. 93, Commandant, U.S. Coast Guard General Powers; 10 U.S.C. 8013, Secretary of the Air Force; 10 U.S.C. Section 3013, Secretary of The Army; E.O 9397 (SSN).
Principal Purpose: This information will be used to verify the identity of eligible users of the Navy ELearning (NEL) system.
Routine Uses: Verify/validate eligibility within the Defense Eligibility Enrollment Reporting System (DEERS).
Disclosure: Voluntary. However, failure to provide the requested information may result in the inability to verify eligibility with DEERS to use the NEL system.

Registration Information

Why do we need your Social Security Number? We request your Social Security number (SSN), date of birth (DOB), and full name during the registration process only to authenticate who you are. The information you provide is compared with your information in the DEERS Database. The information is used solely to verify that you are authorized to have an NEL account. This data is already in the DEERS database and the Secretary of the Navy is authorized to use the data for verification purposes. Your SSN will be stored with your account when it is created, but it is not shared with any other agency or organization, it is not part of your user name, and it is used only as a discriminator during multiple identity instances.

Is it safe?

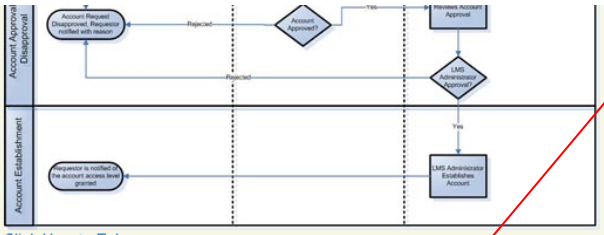
Security during registration is ensured using a 128-bit Secure Socket Layer (SSL) connection. This is the highest industry standard and establishes an encrypted session between your computer and NEL. We use the same technology other major companies operating on the World Wide Web (WWW) use to protect personal information and guard against identity theft. Look for the little yellow padlock at the bottom of your browser window to ensure you have established a secure connection.

I agree

Ok

Logon | Requests

1 2 3



Click Here to Enlarge

Network Information System Security User Agreement

I understand that:

- My Information System password(s) must be protected and may not be divulged to anyone.
- I am responsible for controlling access, utilization, and determining the correct classification of any file I create, modify or manage.
- My local Information System Security Manager ISSM is my primary point-of-contact for any problems or questions concerning Information System security. I must immediately report any violation of Information System security or any other inappropriate activity I observe or suspect directly to the NETC ISSM.
- Any attempt to circumvent Information System security safeguards may result in immediate revocation of my information system access, adverse administrative action, and disciplinary action.
- By my signature I expressly consent to such monitoring.
- If monitoring reveals possible evidence of criminal activity, such evidence may be provided to law enforcement personnel.
- All Information Systems are subject to authorized monitoring to ensure system functionality, verify the application of prescribed security countermeasures, and protect against unauthorized use.
- I understand signing this document is voluntary, and that by not signing I would not be permitted to have an Information Systems account.
- The use of Information Systems and computer resources is limited to official business only, except as stipulated below.

I agree to:

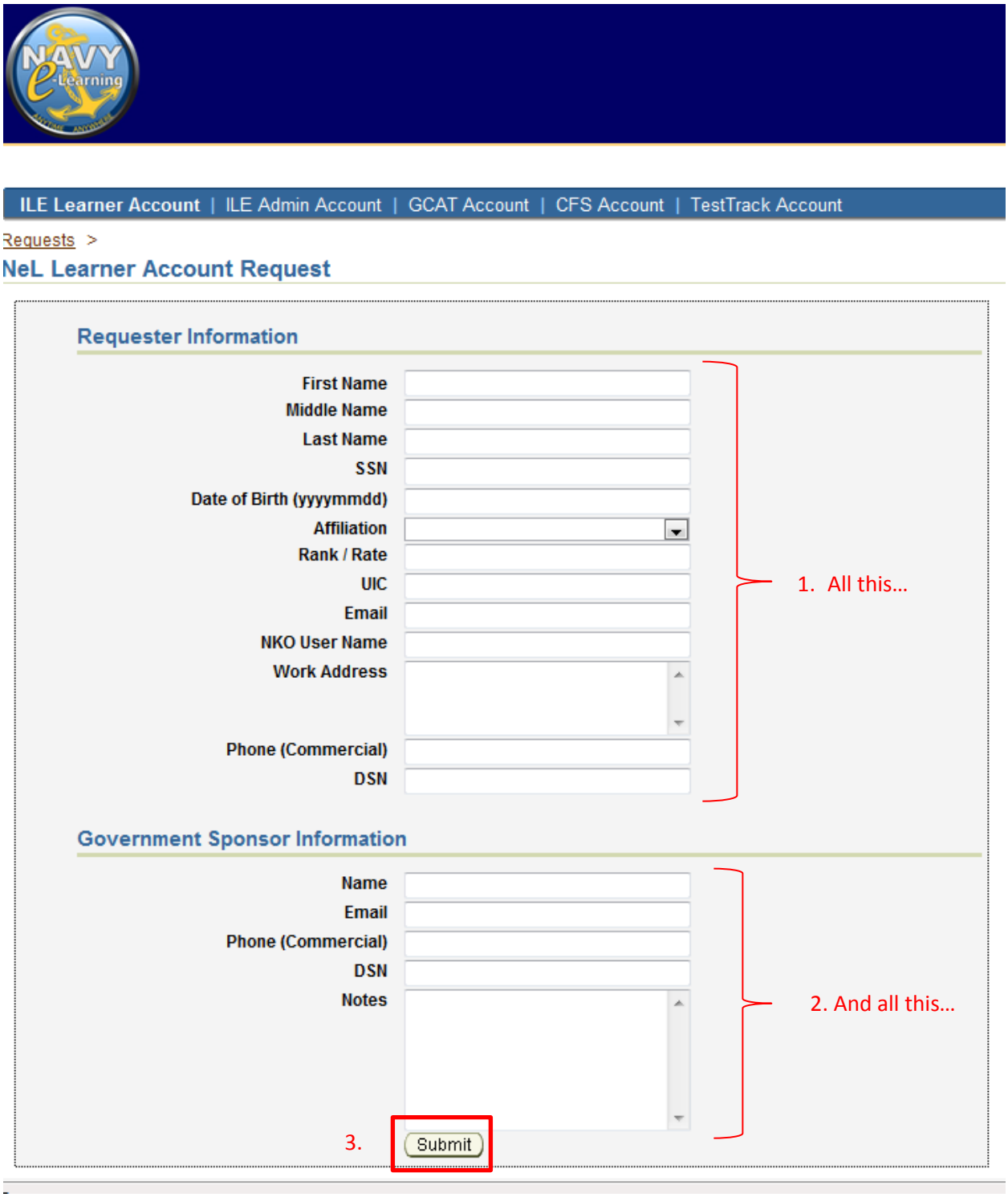
- Use only those Information Systems which I am authorized to access and only for the purpose for which they were intended.
- Properly logoff the Information System upon completion of work or departing the immediate terminal area for any length of time.
- Not probe or attempt to break in or gain access to any computer system, node or account that I am not authorized access.
- Report any weakness in Information System countermeasures or procedures I observe or encounter to the ISSM.

I Agree

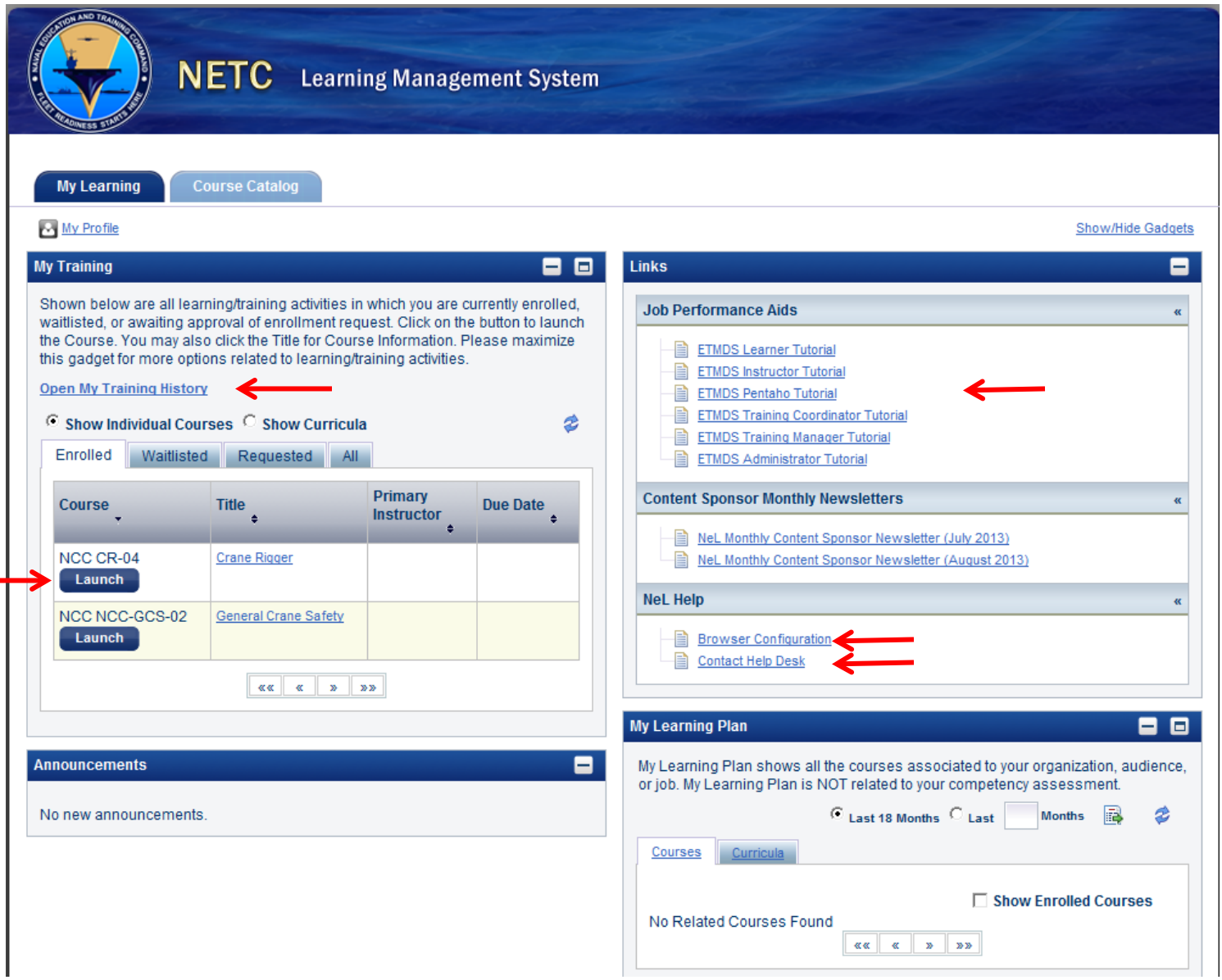
Logon | Requests

Links in this document may require you to hold down the 'Ctrl' key while clicking on the link

Steps: 1e1, 1e2 and 1f3



The new LMS…
Once enrolled in courses, this is the screen from which to launch and complete courses. You can also check your browser configuration from this page as well as contact the help desk. Various tutorials are available. You can view your training history via a link provided on this screen. Completion certificates can be printed form the history screen (see page 10 below).



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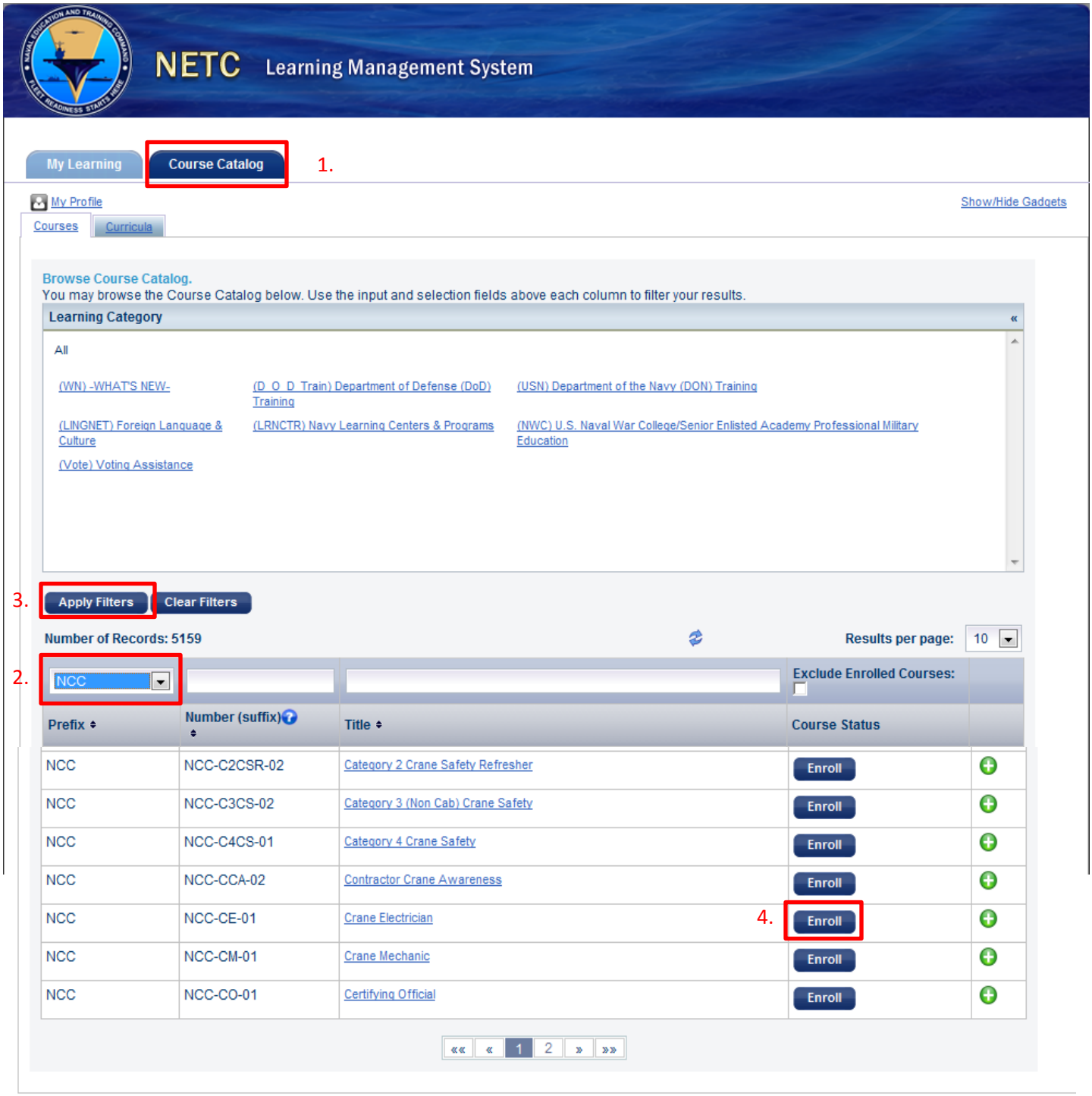
To find a NAVFAC P-307 course…

1. Click on the Course Catalog tab.
2. Set the filter to NCC
3. Apply the filter.
4. Select Enroll for the applicable course(s).



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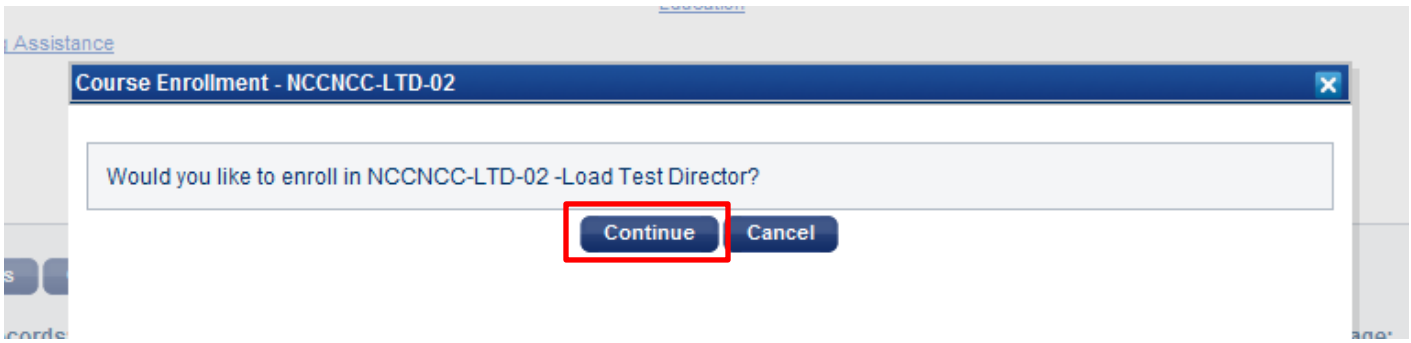
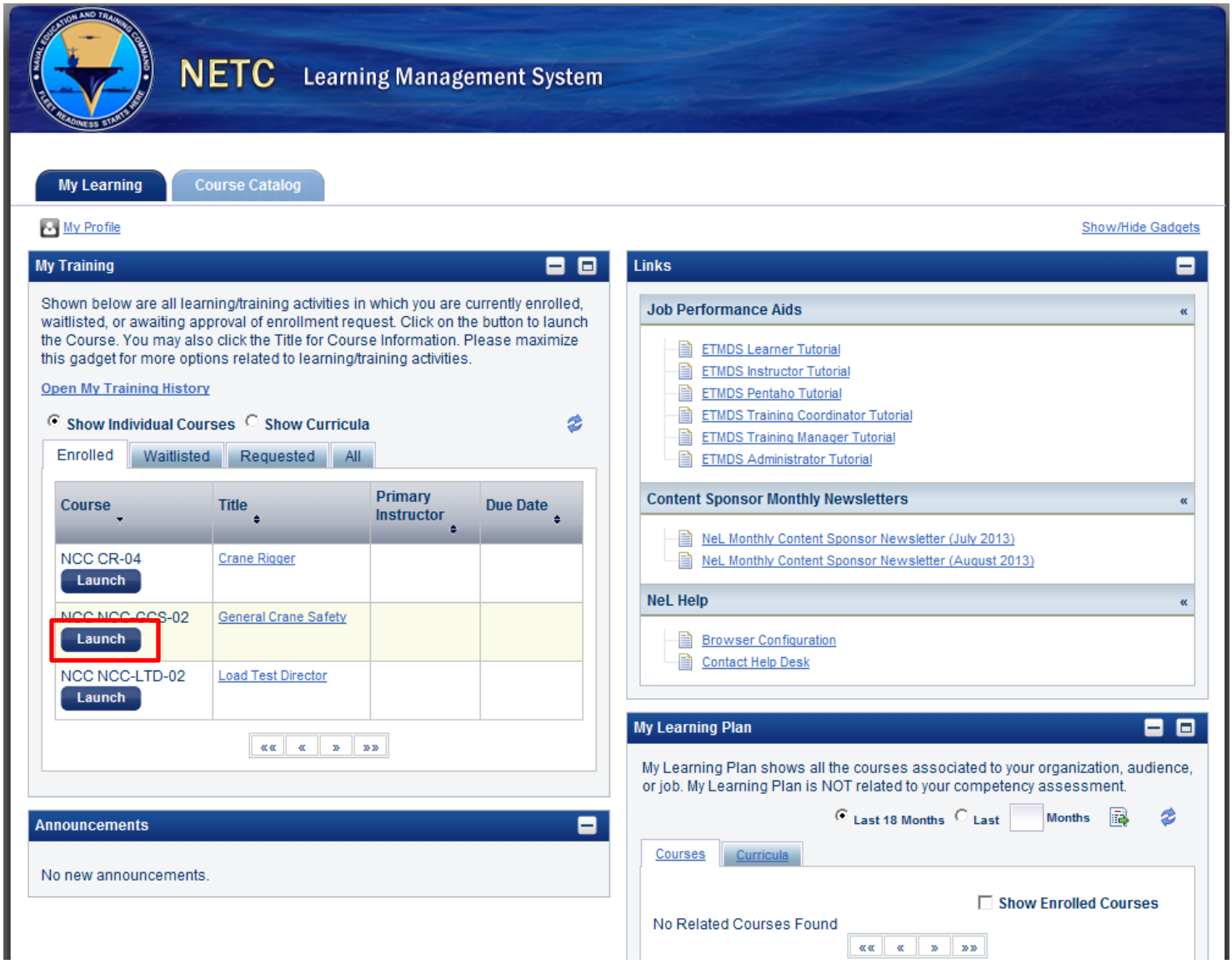
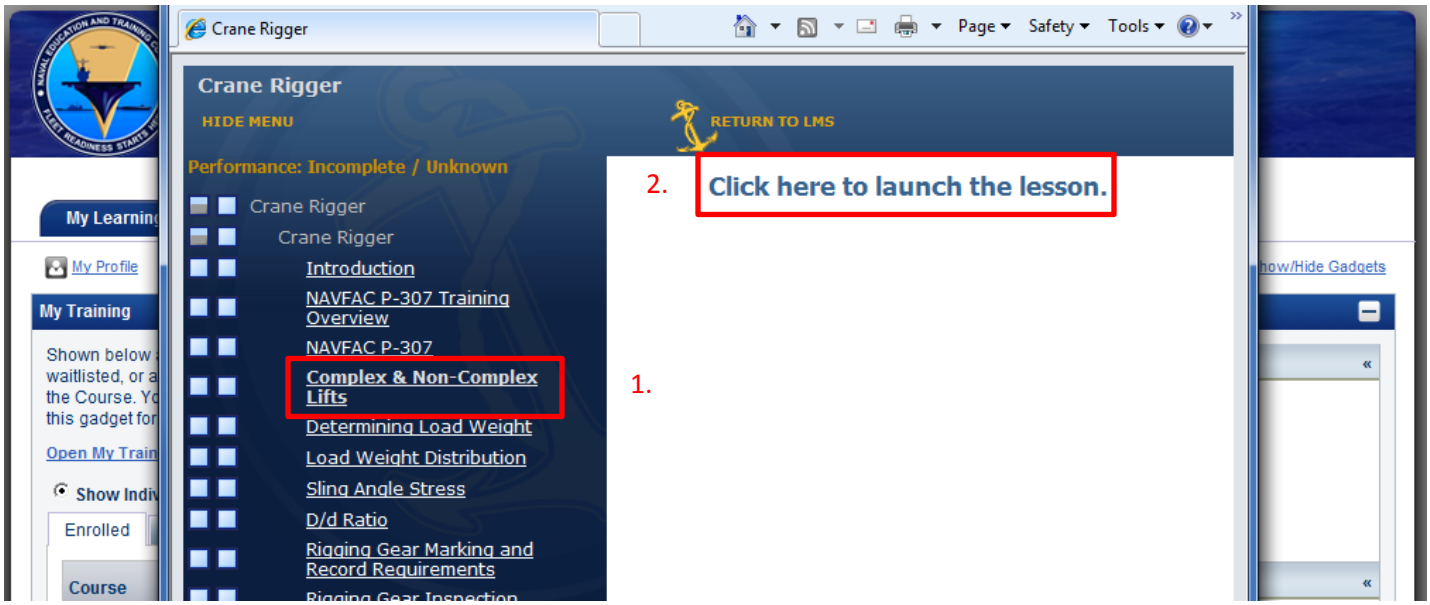
Continue…

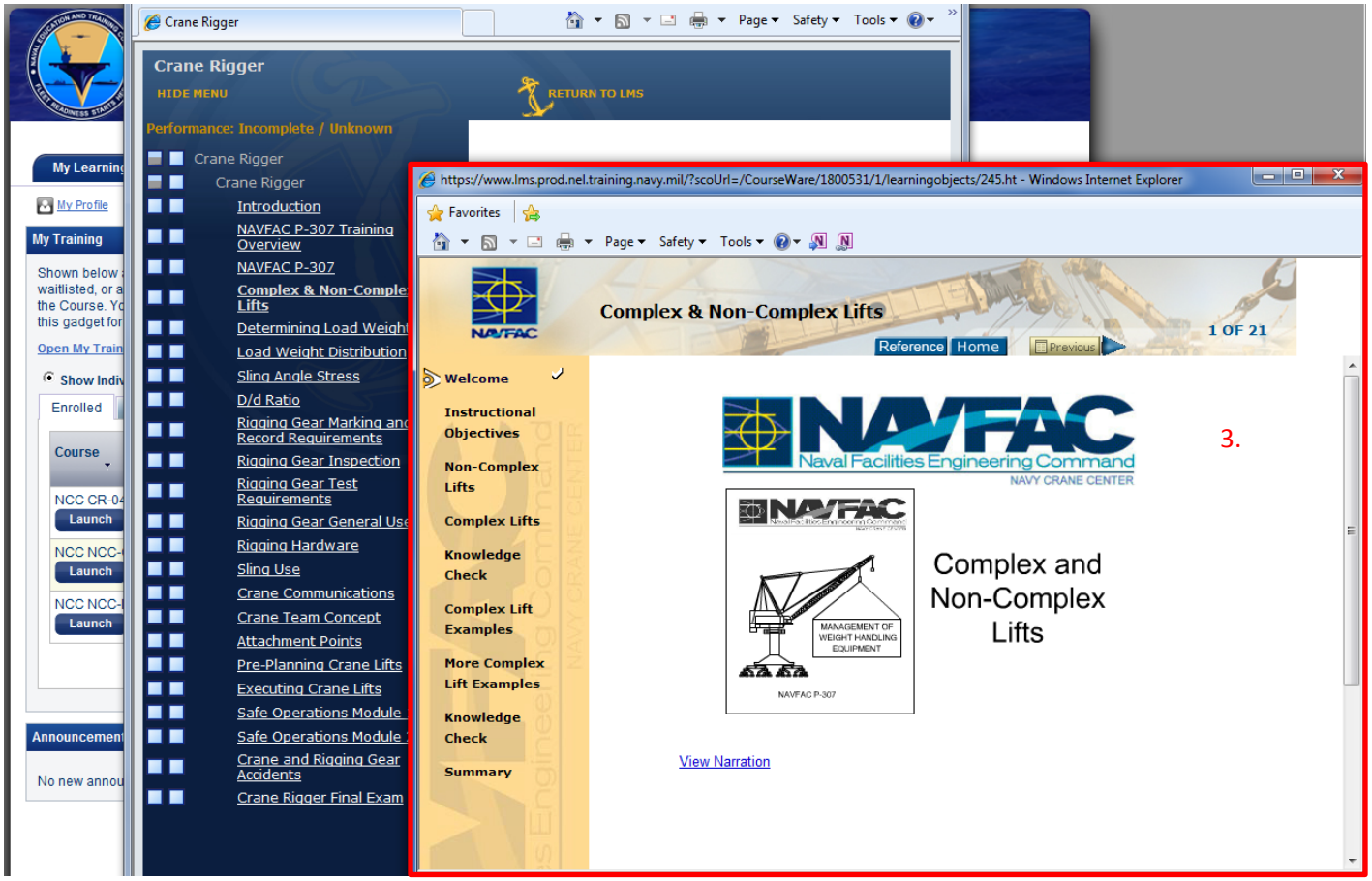


Launch the course.



1. Click on the module.
2. Click on 'Click here to launch the lesson.'
3. Take the course.





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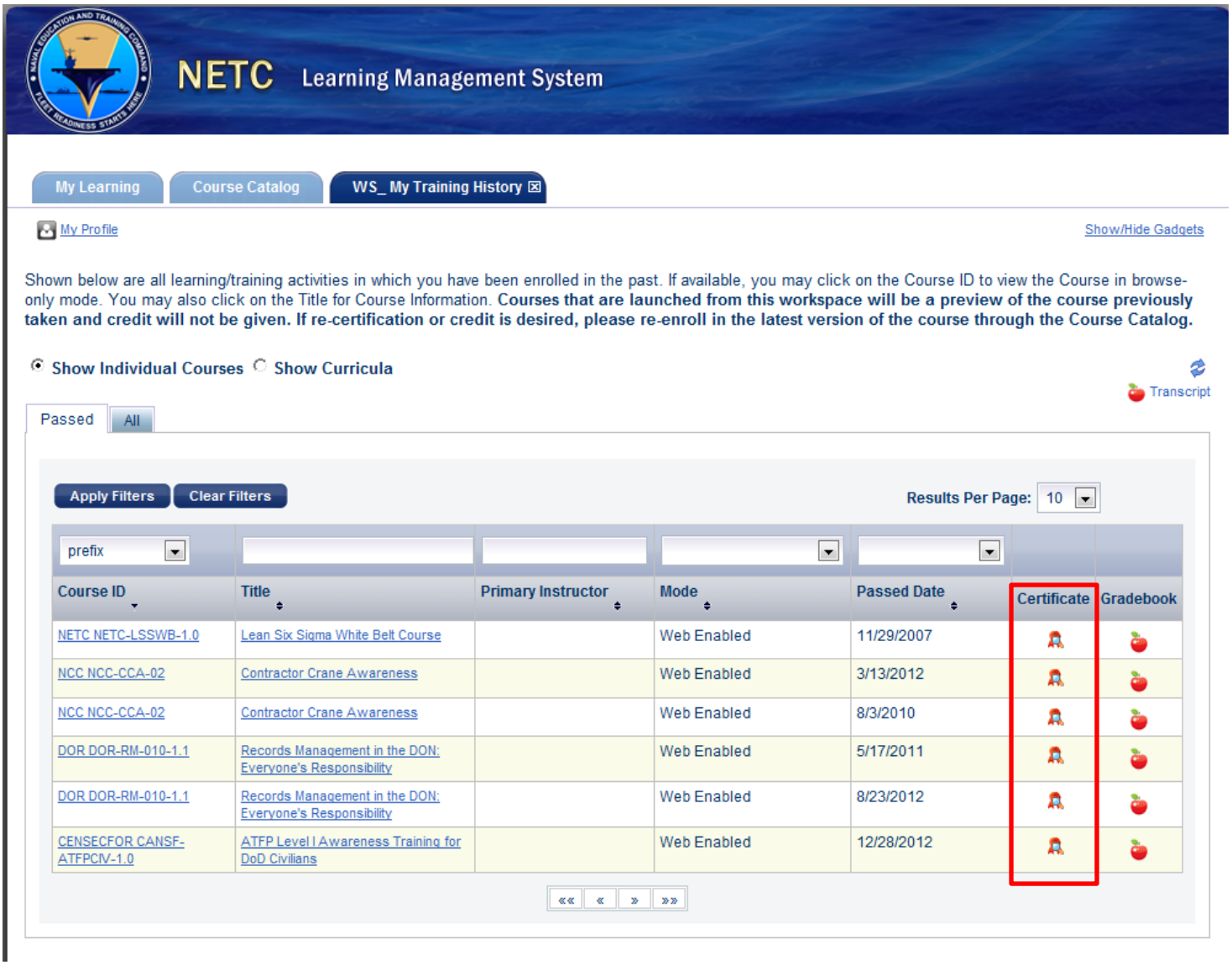
Printing certificates: On the 'My Training History' screen, click on the icon next to the applicable course title.



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