

## Using the AALAS Learning Library

### Email notification

You should receive an email from [onlinelearning@aalaslearninglibrary.org](mailto:onlinelearning@aalaslearninglibrary.org) after registration on [tick@lab](mailto:tick@lab) shortly.

The AALAS learning library can be assessed at:  
<https://www.aalaslearninglibrary.org/login/signin>

Please contact [aeec@cuhk.edu.hk](mailto:aeec@cuhk.edu.hk) if you have difficulties to login.

From: AALAS Learning Library <[onlinelearning@aalaslearninglibrary.org](mailto:onlinelearning@aalaslearninglibrary.org)>  
Sent: Fridav, Januar 26, 2024 2:34 PM  
To: [tick@lab](mailto:tick@lab)  
Subject: Your New AALAS Learning Library Enrollment



Dear

Your access to the AALAS Learning Library has been configured by your group coordinator,

#### PASSWORD SETUP

1. Click this [link](#) to set up your new password to log into the AALAS Learning Library.
2. Enter your username
3. Enter matching passwords. Use only letters and numbers for your password. No special characters or spaces.
4. Complete all required fields on your Profile and accept the Licensing Agreement.
5. Click **Submit**.

#### IMPORTANT REQUIREMENTS:

1. This email to set up your password and must be viewed with HTML as your text format.
2. Note that the link expires 60 days after this email is sent to you.
3. The password link can only be used one time.
4. Do not use the back button during password set-up.
5. Your browser settings must allow "pop-ups" for this site.

#### TROUBLESHOOTING

1. If your link is **inactive** or provides you with an **"invalid token"** message, this is usually due to repeated use of this link. There are two ways to request a new password-reset email:
  1. Use the "I forgot my password" link, which is available after you select "Sign In" on the main website page. A password-reset email will be sent to you automatically.
  2. Contact the Group Coordinator at your facility and request a password-reset email.
2. If your password set-up is unsuccessful, check your browser settings to ensure that Javascript is enabled. If Javascript is disabled, you will NOT be able to reset your password. Search your browser or do a Google search for "enable Javascript".
3. If you need assistance from your group coordinator, please contact [tick@lab](mailto:tick@lab). **Do not select the "Reply" button for this email as it will go to the National AALAS office and not your group coordinator.**

Thank you.

AALAS

### Training requirements on tick@lab

Under the personnel section of the AECC application, appropriate training will be selected by the principle investigator (PI) or the AECC secretariat.

Training must be completed prior to animal experimentation.

The screenshot displays the 'Personnel' section of an application, with a red box highlighting the 'Personnel' tab. The 'GENERAL AUP TRAINING' section is expanded, showing a list of training courses. Two red arrows point to the 'Pain Management in Laboratory Animals' and 'Humane Endpoints' courses, which are checked. Other courses include 'Introduction to Rabbits', 'Ethical Decision-Making in Animal Research', 'Ethical Case 1: Mouse in a Parasitology Experiment', 'Ethical Case 2: Rat with Partial Paralysis', 'Working with the Laboratory Mouse', 'Aseptic Technique for Rodent Survival Surgery', 'Introduction to Swine', 'Working with the Laboratory Rat', 'Working with Laboratory Zebrafish', 'Working with the Laboratory Ferret', 'Working with Laboratory Xenopus', 'Working Safely with Rodents in Biocontainment', 'Colony Management I: Breeding and Recordkeeping', 'Colony Management II: Daily Workflow', 'Colony Management III: Plans and Strategies', 'Post-Procedure Care of Mice and Rats in Research: Minimizing Pain and Distress', 'Research Ethics Training (ORKTS)', 'Human Subject Ethics', 'Laboratory Animal Ethics', 'Publication Ethics', 'Survey and Behavioral Ethics', and 'LASEC Induction'.

## Assigned training and search function in AALAS Library

All users have been automatically assigned training courses on mouse and surgical techniques.

If your training course is not assigned to you, please use the search function to navigate to the module.

You are welcome to enrol in other courses that you find relevant.

## Check training records on tick@lab

Upon completion of the course exam, your transcript will appear on your tick@lab user profile, under the training & competency tab.

Changes may take up to 1 working day to be effective.

Type	Technique, Skill, Qualification	Requi. Lic.	Species	Cert. Date	Exp. Date	Trainer	Level of Competency	Licenced	Licence Reference
✓ CITI Trainings	ALAT 01: The Field of Laboratory Animal Science (2018)			03-Jun-2022					
✓ CITI Trainings	ALAT 02: The Animal Research Environment (2018)			03-Jun-2022					
✓ CITI Trainings	ALAT 03: Facility Security and Emergencies (2018)			03-Jun-2022					
✓ CITI Trainings	ALAT 04: Occupational Health and Safety (2018)			03-Jun-2022					
✓ CITI Trainings	ALAT 05: Facility Equipment (2018)			03-Jun-2022					
✓ CITI Trainings	ALAT 06: Caging Systems			03-Jun-2022					