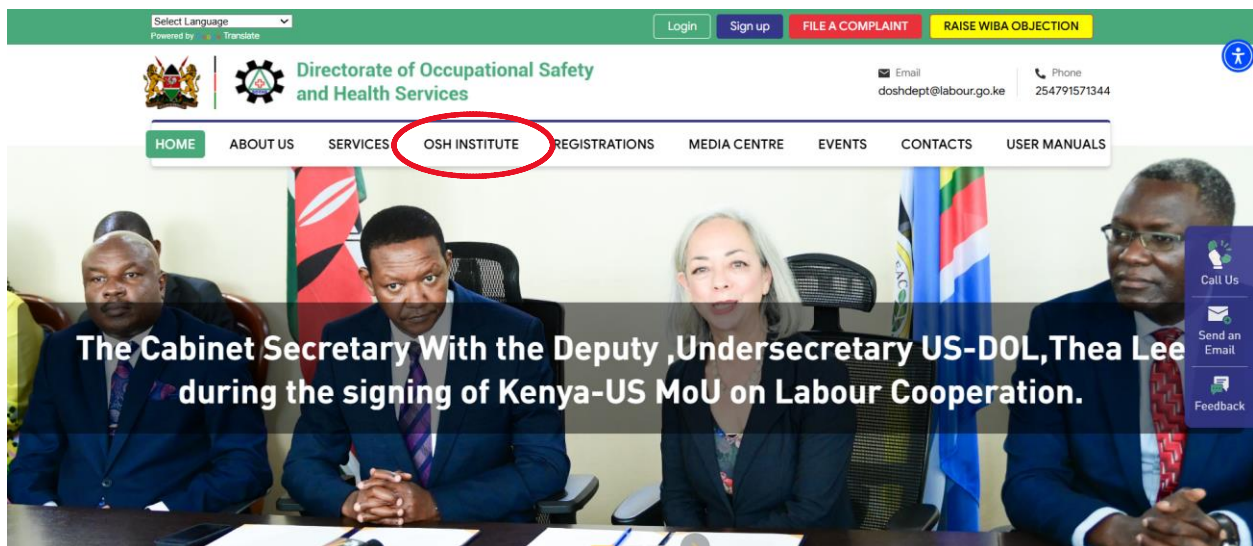


## USER GUIDE FOR STUDENTS

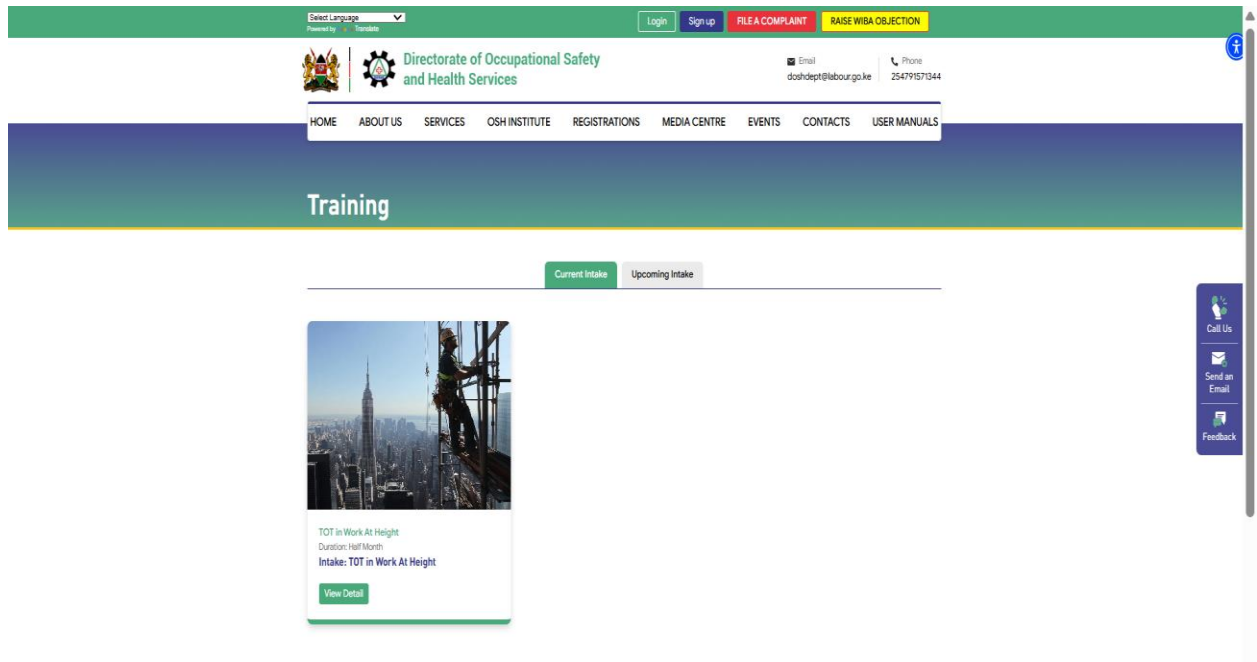
1. Log in to [www.doshmis.go.ke](http://www.doshmis.go.ke)



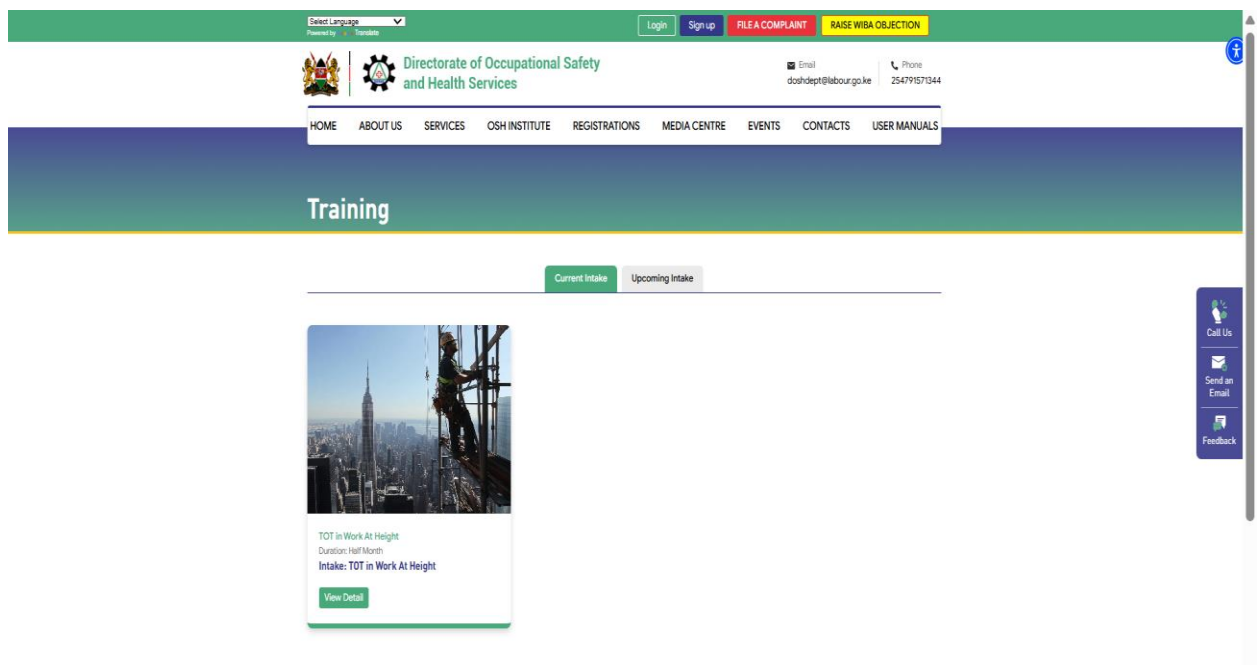
2. Click on OSH institute



3. Click on Training (Current intake)



4. Click View detail



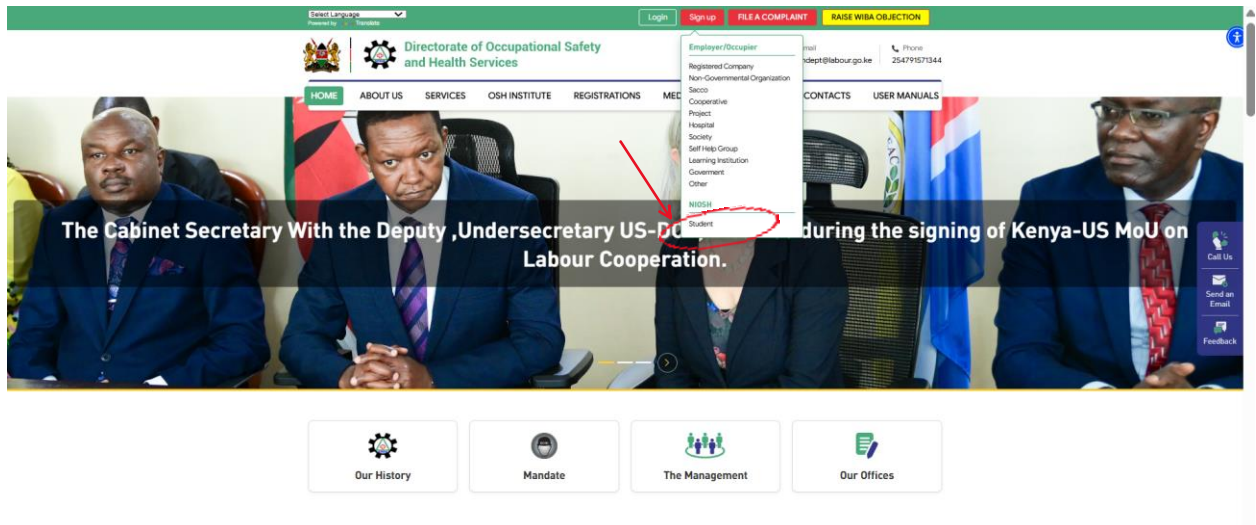
5. In Training details click Apply Now

The screenshot shows the website of the Directorate of Occupational Safety and Health Services. The header includes a language dropdown (English/Lesotho), a search bar, and navigation links: Login, Sign up, FILE A COMPLAINT, and RAISE WISA OBJECTION. The main navigation menu includes HOME, ABOUT US, SERVICES, OSH INSTITUTE, REGISTRATIONS, MEDIA CENTRE, EVENTS, CONTACTS, and USER MANUALS. The page title is 'Training details'. A sidebar on the left shows 'Training' as the selected category. The main content area features a large image of a worker on a high-rise construction site with the title 'TOT in Work At Height'. Below the image, it states 'Duration: Half Year' and 'Intake: TOT in Work At Height:'. A green 'Apply Now' button is located at the bottom of the content area. On the right side, there is a vertical sidebar with icons for 'Call Us', 'Send an Email', and 'Feedback'.

6. Sign up

The screenshot shows the 'Login' page of the Directorate of Occupational Safety and Health Services website. The header is identical to the previous screenshot. The main heading is 'Login'. Below it, a form titled 'To get started, please sign in' contains fields for 'Email Address' and 'Password'. A 'Forgot your password?' link is located to the right of the password field. A blue button labeled 'Log in to Your Account' is positioned below the form. At the bottom of the form, the text 'Do not have an account' is followed by a red circle around the 'Sign up' link. The footer includes a logo and the text 'Quick Links', 'Working', and 'Get Connected'.

7. Click on Student



8. Create your account to sign up

9. Your login credentials will be sent to your email.

10. Fill in admission requirement, uploads and make payment

The screenshot displays the DOSHS website interface. At the top, there is a green header bar with navigation links: 'Dashboard', 'FILE A COMPLAINT', and 'RAISE WISA OBJECTION'. Below this is a white navigation bar with the DOSHS logo and name, contact information (Email: doshsdept@labour.go.ke, Phone: 254791571344), and a menu with links: HOME, ABOUT US, SERVICES, OSH INSTITUTE, REGISTRATIONS, MEDIA CENTRE, EVENTS, CONTACTS, and USER MANUALS. The main content area features a blue banner with the text 'Apply for TOT in Work At Height'. Below the banner, there are three tabs: 'Admission Requirement' (selected), 'Uploads', and 'Make Payment'. The 'Admission Requirement' tab shows a form with a question: '1. What is your highest academic level? \*'. The input field contains the text 'Bsc Computer science'. Below the input field are two buttons: 'Cancel' (red) and 'Save & Next' (green). On the right side of the page, there is a vertical sidebar with icons and links: 'Call Us', 'Send an Email', and 'Feedback'. The footer is a green bar with the DOSHS logo, contact information (CALL US ON 254791571344, EMAIL: doshsdept@labour.go.ke), and sections for 'Quick Links' (Ministry of Labour and Social Protection, International Labour Organisation), 'Working' (Monday - Friday 8:00 am - 5:00 pm), and 'Get Connected' (a social media icon).

11. Wait for feedback from DOSHS through the OSH Institute (Kenya)