



**LOYOLA UNIVERSITY CHICAGO  
HEALTH SCIENCES DIVISION**

**Instructions Manual for Personnel to Access the AALAS Learning Library**


<http://www.aalaslearninglibrary.org/>

**July 2012**

1. Please go to <http://www.aalaslearninglibrary.org/>
2. On the home page, click "Enroll Now".




3. Select "Enroll as an individual in a group, using an ACCESS CODE" and "Continue".



# AALAS LEARNING LIBRARY

Animal Care and Use in Research and Education



About ALL | Libraries | Course Catalog | Help Center | Subscriber Center

**Type of Enrollment**

**Type of Enrollment**


[Glossary](#)

Select an option and click the [Continue](#) button.


**Enroll as an individual in a group, using an ACCESS CODE**

Select this option if you have been given an [access code](#) for enrollment in the AALAS Learning Library.

- An access code allows you to join a [group](#) from your institution or AALAS branch.
- An access code associates you with your institution or AALAS branch; it is NOT your personal password.
- Access to all courses and exams and the documentation of that training are at no cost to you; your group pays for your access and documentation.




4. Enter the access code “loyolastritch070107” and “Continue”.



# AALAS LEARNING LIBRARY

Animal Care and Use in Research and Education



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**Type of Enrollment**

**Group Access Code**

**Username and Password**

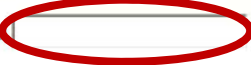
**Contact Information**

**Enrollment Completed**


**Group Access Code**

Enter the access code for the group you wish to join

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5. Choose a username and password; please keep a record of this login for later use.
6. Enter the contact information requested. Please make sure that your e-mail address ([username@lumc.edu](mailto:username@lumc.edu)) is correct and select "Continue".



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Animal Care and Use in Research and Education



About ALL

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Type of Enrollment

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Username and Password

Contact Information

Enrollment Completed

### Username and Password

You entered the access code for *Loyola University Stritch School of Medicine*. Please enter your name and email address and select a username and password.

First Name:

Last Name:

E-mail:

Username:

Your username should consist of 4 to 50 characters. Acceptable characters include letters, numbers, and the symbols "@", ".", and "\_". No spaces or other characters are allowed. Your username is not case sensitive; "A12B34CD" is the same as "a12b34cd".

Password:

Your password should consist of 8 to 12 characters. Letters and numbers are the only acceptable characters. No spaces or other characters are allowed. Your password is not case sensitive; "A12B34CD" is the same as "a12b34cd".

Verify Password:


CONTINUE

CANCEL

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7. Please complete the rest of the form and select "Continue".



# AALAS LEARNING LIBRARY

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[About ALL](#) | [Libraries](#) | [Course Catalog](#) | [Help Center](#) | [Subscriber Center](#)

Type of Enrollment	<b>Contact Information</b>
Group Access Code	Please provide the following information. Required fields are marked with an *.
Username and Password	* Salutation: <input type="text" value=""/>
<b>Contact Information</b>	* First Name: <input type="text" value="Tony"/>
Enrollment Completed	Middle Initial: <input type="text" value=""/>
	* Last Name: <input type="text" value="Valero"/>
	Suffix: <input type="text" value=""/>
	Credentials: <input type="text" value=""/>
	Credentials: <input type="text" value=""/>
	* Title/Position: <input type="text" value=""/>
	* Organization: <input type="text" value=""/>
	Department/Division: <input type="text" value=""/>
	* Street Address: <input type="text" value=""/>
	Address (cont.): <input type="text" value=""/>
	* City: <input type="text" value=""/>
	* If you live in the United States or Canada, select a state or province from the drop box below. Otherwise, enter your state or province in the box labeled "Other"
	State/Province: <input type="text" value=""/>
	Other: <input type="text" value=""/>
	* Zip/Postal Code: <input type="text" value=""/>
	* Country: <input type="text" value="United States"/>
	* Work Phone: <input type="text" value=""/> (area code) xxx-xxxx
	Work FAX: <input type="text" value=""/>
	* E-mail: <input type="text" value="jvalero@lumc.edu"/> <input type="radio"/> Work <input checked="" type="radio"/> Home
	* required fields
	<input type="button" value="CONTINUE"/> <input type="button" value="CANCEL"/>

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8. Congratulation! You have completed the registration and Select “Libraries”.



The screenshot displays the AALAS Learning Library website. At the top left is a logo of an open book with a plant growing from it. The main header reads "AALAS LEARNING LIBRARY" in large green letters, with the subtitle "Animal Care and Use in Research and Education" below it. To the right of the header is a photograph of two people looking at a computer screen. A green navigation bar contains the following links: "About ALL", "Libraries" (circled in red), "Course Catalog", "Help Center", and "Subscriber Center". Below the navigation bar, the page is titled "Personal Access" in a yellow box. On the right side of this section, the user's name "Tony Valero" and a "log out" link are visible. The main content area contains a welcome message: "Welcome! You have completed your enrollment with the group *Loyola University Stritch School of Medicine*. You may now begin to access the courses and exams you need. You will find these in the Animal and Use Courses, under the Libraries link." Below this message is a "CONTINUE" button. At the bottom of the page, there is a footer with the text: "HOME | CONTACT US | TERMS & CONDITIONS | AALAS.ORG" and "©2005 American Association for Laboratory Animal Science. All Rights Reserved."

9. Select “Animal Care and Use Courses”.

The screenshot shows the AALAS Learning Library website. The header includes the logo and the text "AALAS LEARNING LIBRARY Animal Care and Use in Research and Education". The navigation menu contains "About ALL", "Libraries", "Course Catalog", "Help Center", and "Subscriber Center". The sidebar on the left lists categories: "Animal Care and Use Courses", "JAALAS CEU Test Library", "School Resources Library", "Animal Biosafety Training Program", "Human Research Protections", and "Course Search". The main content area is titled "Animal Care and Use Courses" and includes a user profile for "Antonio Valero" with a "log out" link. Below this is a "Tracks" section with the instruction: "Select a track to view courses organized by job function. For all AALAS courses, choose the AALAS Courses track." The tracks listed are: "Loyola University Stritch School of Medicine Tracks" (with sub-tracks: "Basic Training (Select one)", "Occupational Health Training (Select one)", "Species Specific Training", "Anesthesia/Analgesia Training (Select one)", "Surgery I Training", "Post-Procedure Care Training (Select one)", and "Loyola University Chicago Stritch School of Medicine Courses"), "AALAS Courses", "Free Courses", and "RACE-approved Courses". The footer contains the text: "HOME | CONTACT US | TERMS & CONDITIONS | AALAS.ORG ©2005 American Association for Laboratory Animal Science. All Rights Reserved."

10. The Required levels of training:

- a. All individuals listed on a protocol, including those without animal contact, including the PI and Co-PIs require:
  - i. Basic Training
  - ii. Occupational Health.

Select “Loyola University Chicago Stritch School of Medicine” track.

Select “Loyola University Chicago Stritch School of Medicine Courses” track.

“Basic” is under the Compliance and IACUC Training sub-track, Working with the IACUC, 'Working with the IACUC: non-VA version'.



## Animal Care and Use Courses

JAALAS CEU Test Library

School Resources Library

Animal Biosafety Training Program

Human Research Protections

Course Search

### Animal Care and Use Courses

Antonio Valero  log out

#### Tracks

Select a track to view courses organized by job function. For all AALAS courses, choose the AALAS Courses track.

[Loyola University Stritch School of Medicine Tracks](#)

[Basic Training \(Select one\)](#)

[Compliance and IACUC Training](#)

[Working with the IACUC: non-VA version](#)

[Working with the IACUC: VA version](#)

[Occupational Health Training \(Select one\)](#)

[Species Specific Training](#)

[Anesthesia/Analgesia Training \(Select one\)](#)

[Surgery I Training](#)

[Post-Procedure Care Training \(Select one\)](#)

[Loyola University Chicago Stritch School of Medicine Courses](#)

[AALAS Courses](#)

[Free Courses](#)

[RACE-approved Courses](#)

Occupational Health courses are under the US Mandates and Guidelines sub-track.  
(Select one)

- Occupational Health and Safety in the Care and Use of Research Animals
- Orientation to Biosafety in Microbiological and Biomedical Laboratories, 5th Edition



The screenshot displays the AALAS Learning Library website. The header features the AALAS logo and the text "AALAS LEARNING LIBRARY Animal Care and Use in Research and Education". A navigation bar includes links for "About ALL", "Libraries", "Course Catalog", "Help Center", and "Subscriber Center". The main content area is titled "Animal Care and Use Courses" and includes a user profile for "Antonio Valero" with a "log out" link. A sidebar on the left lists various library categories, with red arrows pointing to "Animal Biosafety Training Program" and "Human Research Protections". The main content area lists several tracks, including "Loyola University Stritch School of Medicine Tracks", "Basic Training (Select one)", "Occupational Health Training (Select one)", and "US Mandates and Guidelines". Under "Occupational Health Training", two specific courses are listed: "Occupational Health and Safety in the Care and Use of Research Animals" and "Orientation to Biosafety in Microbiological and Biomedical Laboratories, 5th Edition". Other tracks include "Species Specific Training", "Anesthesia/Analgesia Training (Select one)", "Surgery I Training", "Post-Procedure Care Training (Select one)", "Loyola University Chicago Stritch School of Medicine Courses", "AALAS Courses", "Free Courses", and "RACE-approved Courses". The footer contains links for "HOME | CONTACT US | TERMS & CONDITIONS | AALAS.ORG" and a copyright notice: "©2005 American Association for Laboratory Animal Science. All Rights Reserved."

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Animal Care and Use in Research and Education

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**Animal Care and Use Courses** Antonio Valero  log out

**Tracks**  
Select a track to view courses organized by job function. For all AALAS courses, choose the AALAS Courses track.

- [Loyola University Stritch School of Medicine Tracks](#)
  - [Basic Training \(Select one\)](#)
  - [Occupational Health Training \(Select one\)](#)
    - [US Mandates and Guidelines](#)
      - [Occupational Health and Safety in the Care and Use of Research Animals](#)
      - [Orientation to Biosafety in Microbiological and Biomedical Laboratories, 5th Edition](#)
    - [Species Specific Training](#)
    - [Anesthesia/Analgesia Training \(Select one\)](#)
    - [Surgery I Training](#)
    - [Post-Procedure Care Training \(Select one\)](#)
    - [Loyola University Chicago Stritch School of Medicine Courses](#)
  - [AALAS Courses](#)
  - [Free Courses](#)
  - [RACE-approved Courses](#)



All individuals with animal contact ALSO require:

Species Specific Training

Species Specific Training: The courses are under the Species Specific sub-track.

(Select species required)

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Antonio Valero  log out

**Animal Care and Use Courses**

**Tracks**  
Select a track to view courses organized by job function. For all AALAS courses, choose the AALAS Courses track.

- [Loyola University Stritch School of Medicine Tracks](#)
  - [Basic Training \(Select one\)](#)
  - [Occupational Health Training \(Select one\)](#)
  - [Species Specific Training](#)
  - [Species-Specific](#)
    - [Introduction to Amphibians](#)
    - [Introduction to Cats](#)
    - [Introduction to Dogs](#)
    - [Introduction to Gerbils](#)
    - [Introduction to Guinea Pigs](#)
    - [Introduction to Hamsters](#)
    - [Introduction to Mice](#)
    - [Introduction to Nonhuman Primates](#)
    - [Introduction to Rabbits](#)
    - [Introduction to Rats](#)
    - [Introduction to Sheep and Goats](#)
    - [Introduction to Swine](#)
    - [Mouse Breeding Colony Management](#)
    - [Video: Working With the Laboratory Dog](#)
    - [Working with Laboratory Xenopus](#)
    - [Working with Laboratory Zebrafish](#)
    - [Working with Poultry in the Laboratory](#)
    - [Working with the Laboratory Ferret](#)
    - [Working with the Laboratory Mouse](#)
    - [Working with the Laboratory Rat](#)
- [Anesthesia/Analgesia Training \(Select one\)](#)
- [Surgery I Training](#)
- [Post-Procedure Care Training \(Select one\)](#)
- [Loyola University Chicago Stritch School of Medicine Courses](#)

- [AALAS Courses](#)
- [Free Courses](#)
- [RACE-approved Courses](#)

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## Anesthesia/Analgesia Training:

The courses are under the Anesthesia, Analgesia, and Surgery sub-track.

(Select one)

- Pain Recognition and Alleviation in Laboratory Animals
- Inhalation Anesthesia Systems for Rodents



The screenshot displays the AALAS Learning Library website. The header features the AALAS logo on the left, the title "AALAS LEARNING LIBRARY" in large green letters, and the subtitle "Animal Care and Use in Research and Education" below it. On the right of the header is a photograph of two people in a lab setting. Below the header is a green navigation bar with links for "About ALL", "Libraries", "Course Catalog", "Help Center", and "Subscriber Center".

The main content area is titled "Animal Care and Use Courses" and includes a user profile for "Antonio Valero" with a "log out" link. A "Tracks" section explains that users can select a track to view courses organized by job function, with a note to choose the "AALAS Courses" track for all AALAS courses. The track list includes:

- [Loyola University Stritch School of Medicine Tracks](#)
  - [Basic Training \(Select one\)](#)
  - [Occupational Health Training \(Select one\)](#)
  - [Species Specific Training](#)
  - [Anesthesia/Analgesia Training \(Select one\)](#)
    - [Anesthesia, Analgesia, and Surgery](#)
      - [Inhalation Anesthesia Systems for Rodents](#)
      - [Pain Recognition and Alleviation in Laboratory Animals](#)
    - [Surgery I Training](#)
    - [Post-Procedure Care Training \(Select one\)](#)
    - [Loyola University Chicago Stritch School of Medicine Courses](#)
  - [AALAS Courses](#)
  - [Free Courses](#)
  - [RACE-approved Courses](#)

On the left side of the page, a vertical navigation menu lists various library categories. Three red arrows point from the "Human Research Protections" category to the "Anesthesia/Analgesia Training (Select one)" track, from the "Anesthesia, Analgesia, and Surgery" sub-track to the "Inhalation Anesthesia Systems for Rodents" course, and from the "Anesthesia, Analgesia, and Surgery" sub-track to the "Pain Recognition and Alleviation in Laboratory Animals" course.

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## Surgery I Training:

The course is under the Anesthesia, Analgesia, and Surgery sub-track.

- Aseptic Technique for Rodent Survival Surgery



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The main content area is divided into a left sidebar and a main panel. The sidebar contains the following links: "Animal Care and Use Courses", "JAALAS CEU Test Library", "School Resources Library", "Animal Biosafety Training Program", "Human Research Protections", and "Course Search". A red arrow points from the "Human Research Protections" link to the "Surgery I Training" link in the main panel.

The main panel is titled "Animal Care and Use Courses" and contains a "Tracks" section with the instruction: "Select a track to view courses organized by job function. For all AALAS courses, choose the AALAS Courses track." Below this, there is a list of tracks with expandable options (indicated by plus signs):

- [Loyola University Stritch School of Medicine Tracks](#)
  - [Basic Training \(Select one\)](#)
  - [Occupational Health Training \(Select one\)](#)
  - [Species Specific Training](#)
  - [Anesthesia/Analgesia Training \(Select one\)](#)
  - [Surgery I Training](#)
    - [Anesthesia, Analgesia, and Surgery](#)
      - [Aseptic Technique for Rodent Survival Surgery](#)
- [Post-Procedure Care Training \(Select one\)](#)
- [Loyola University Chicago Stritch School of Medicine Courses](#)

- [AALAS Courses](#)
- [Free Courses](#)
- [RACE-approved Courses](#)

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## Post-Procedure Care Training:

The courses are under the Anesthesia, Analgesia, and Surgery sub-track.

(Select one)

- Post-Procedure Care of Mice and Rats in Research: Minimizing Pain and Distress
- Pain Recognition and Alleviation in Laboratory Animals

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Animal Care and Use Courses

JAALAS CEU Test Library

School Resources Library

Animal Biosafety Training Program

Human Research Protections

Course Search

**Animal Care and Use Courses** Antonio Valero [X] log out

**Tracks**  
Select a track to view courses organized by job function. For all AALAS courses, choose the AALAS Courses track.

- [-] [Loyola University Stritch School of Medicine Tracks](#)
  - [+] [Basic Training \(Select one\)](#)
  - [+] [Occupational Health Training \(Select one\)](#)
  - [+] [Species Specific Training](#)
  - [+] [Anesthesia/Analgesia Training \(Select one\)](#)
  - [+] [Surgery I Training](#)
  - [-] [Post-Procedure Care Training \(Select one\)](#)
    - [-] [Anesthesia, Analgesia, and Surgery](#)
      - [Pain Recognition and Alleviation in Laboratory Animals](#)
      - [Post-Procedure Care of Mice and Rats in Research: Minimizing Pain and Distress](#)
    - [+] [Loyola University Chicago Stritch School of Medicine Courses](#)
  - [+] [AALAS Courses](#)
  - [+] [Free Courses](#)
  - [+] [RACE-approved Courses](#)

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Please note: If in the future you need to be provided with your username and password, please use the “forgot username or password?” link, which is adjacent to the login area. This utility emails you your username and password.

**Please print your certificate or transcript and fax to X-69399 and/or send to us via e-mail to [avalero@lumc.edu](mailto:avalero@lumc.edu) or [Pyoung4@luc.edu](mailto:Pyoung4@luc.edu).**

Loyola IACUC requires staff to recertify every three (3) years. The Hines/JALFHCC VA IACUC Meeting requires staff to recertify every two (2) years.