

ATTACHMENT - BSITF II

The UN Department of Safety and Security (UNDSS) has launched a new version of the on-line **Basic Security in the Field course – BSITF II**. This new course fully replaces the original Basic Security in the Field (BSITF). The old BSITF certificates will be valid until 25 September 2012.

BSITF II may be accessed at <https://training.dss.un.org>, and is also available via the IAEA Security Knowledge Zone (<http://securityawareness.iaea.org/kzscripts/default.asp?cid=179>) which will require completion of a short registration form. After the successful login to the course, please read the **Welcome to Basic Security In The Field (BSITF II)** section. The course consists of seven modules and each module (with the exception of Module 1) has an assessment that needs to be passed with a score of 80% or above. The learner must pass all seven modules to obtain a certificate of achievement, which will be produced upon successful completion of the course. The BSITF II certificate will be valid for 3 years, at which time the test must be taken again.

Based on our experience so far, it is worth noting that it is very important to close the module assessment window after you are done with each assessment at the end of each module. Otherwise, your score will not be recorded. For other helpful information on how to successfully complete the course, please read the attached “Basic Security in the Field II – Helpful Tips” document prepared by the office of Safeguards Security Coordinator.

Basic Security in the Field II – Helpful Tips

The new BSITF II requires you to create a login to the UNDSS Training Site. This should be reached via our [Security Awareness site](#).

- You should create your login and Password
- DSSHelp will Email you with a confirmation/registration link immediately
- Click on this link and follow the instructions to register.

It is not required that the course be taken all at once as the assessment results are stored and you may login anytime to continue where you left off.

UNDSS also provide a help page: https://training.dss.un.org/courses/v21/pages/dss_help.php

As the course functions slightly differently to the previous one, here are a few tips and tricks to make sure your experience remains as stress-free as possible.

Tips and Tricks

1. REMEMBER, - after completing each module to **close** the pop-up window otherwise your results will not be saved.
2. Once the assignment has been completed, if you are not satisfied with the result you may take the assignments again, HOWEVER experience has shown that doing this results in the results not being recorded.

It is therefore better to :

- close the pop-up window completely.
- Restart the module.
- Go to the Assignment and then retake it.

NOTE: This is ONLY NECESSARY if you wish to **retake** the assignment.

3. During the process of taking the course you make see your progress i.e. the modules already completed, by clicking on the “Exit Activity” link in the top right hand corner of the training page.



4. Upon successful completion of the course you should forward the certificate to MTHR in pdf format at this email address: SecurityintheFieldCertificates@iaea.org.
5. You may also save it and/or print it for your personal files. You may print it off at any time by logging back into the DSS training site.
6. It is also a good idea to read the instructions given within the course to avoid losing results and time (shown below).

Basic Security In The Field II (BSITF II)

Your pr

About this Course

Basic Security In The Field II (BSITF II) contains vital security information for personnel, family members and others covered by the UN Security Management System (UNSMS).

Important

Disable Pop-Up Blockers

The modules will appear in a separate window, so you must [disable your pop-up blocker](#). (note: When you disable your pop-up blocker, make sure to only set [training.dss.un.org](#) as an "allowed" site or you could put your system at risk).

Non-Secure Content

If, when selecting a module, you see a pop-up asking you to allow non-secure content, click YES.

Close Module window when finished

Make sure to close the module window after you are done with the assessment. Otherwise, your score will not be recorded.

FAQ

Visit our [Frequently Asked Questions](#) section. If you still experience problems, [contact us](#).

