

Course Information

Online Rural Fire Awareness – Registered Staff and Volunteers

Background

Rural Fire Awareness is targeted at farmer response brigades and seasonal workers to provide students with a basic awareness of fireground safety, suppression strategies and maintaining their safety when operating on a fireground.

Course Access

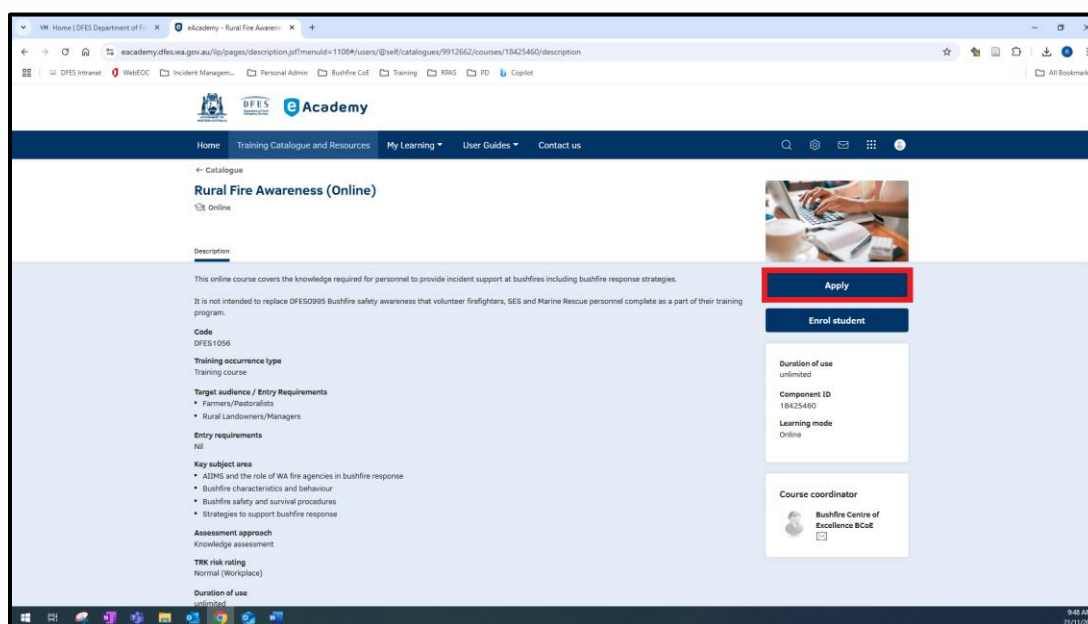
For people who are existing DFES staff or volunteers (including registered members of a Bush Fire Brigade), please use the following link to access the DFES Volunteer Hub and complete the online course using eAcademy: <https://www.volunteerhub.dfes.wa.gov.au/logon>

You will be prompted to log in to the DFES Volunteer Hub and access eAcademy to complete the course. The following pages provide step-by-step information on accessing the Volunteer Hub and registering to complete the Rural Fire Awareness course. A short video demonstrating this process is available [here](#).

The course may be accessed on a computer, tablet, or smart phone. However, for the best experience it is recommended a computer or tablet is used. Please ensure your device settings allow pop-ups.

If you experience any issues viewing the course on your tablet or mobile device, we suggest downloading Google Chrome from the App Store and select it as your preferred browser.

Once logged into eAcademy, search for 'Rural Fire Awareness' in the Training Catalogues and Resources tab, click on 'Rural Fire Awareness (Online)', and then select 'Apply' to enrol into the course, shown by a red box in the below screenshot.



Accessing the DFES Volunteer Hub

Before you start, you will need:

- A device (computer, tablet, smartphone) with access to the internet
- Your DFES volunteer ID number. If you are unsure of your ID number, contact your brigade, local government or DFES region for assistance.
- Access to your email account

For first time users, follow the steps below:

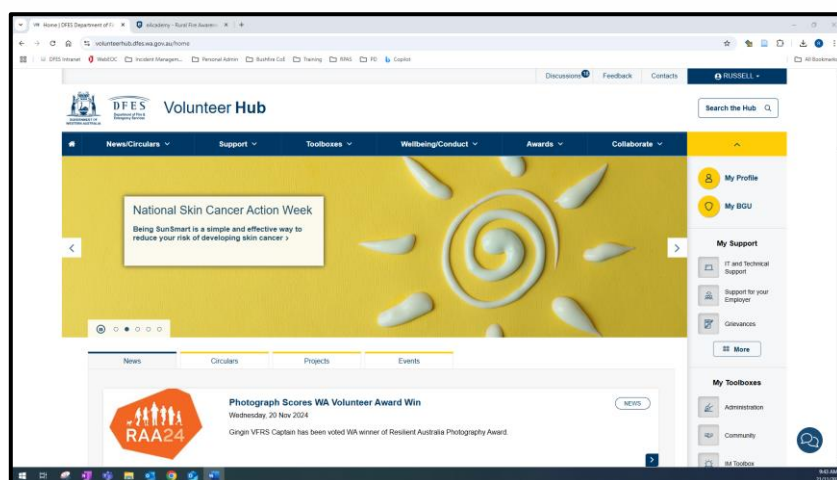
1. Go to the Volunteer Hub logon page <https://www.volunteerhub.dfes.wa.gov.au/logon>
2. Choose Log in as Volunteer
3. Enter the Volunteer ID number and password
4. Check email account for a one-time security confirmation code
5. Enter the one-time security confirmation code
6. Arrive at Volunteer Hub homepage and begin online session.

If you have already registered for the DFES Volunteer Hub, but have forgotten your password, follow the steps below:

1. Open web browser: <https://www.volunteerhub.dfes.wa.gov.au/>
2. Choose Log in as Volunteer
3. Choose Forgot your password?
4. Enter Volunteer ID number and answer security question
5. Reset password email will go to the registered email account
6. After this process, close all web browsers. Open a new web browser to go to the Volunteer Hub (link above) and log in using the temporary password emailed to your email account.

It's important to remember that DFES has increased its security protocols for logging in with these new password requirements.

- Requires a minimum of 8 characters
- At least one lowercase character
- At least one uppercase character
- At least one number
- At least one symbol !@#%\$%^&*()
- Cannot contain a dot character "." Immediately preceding the "@" symbol

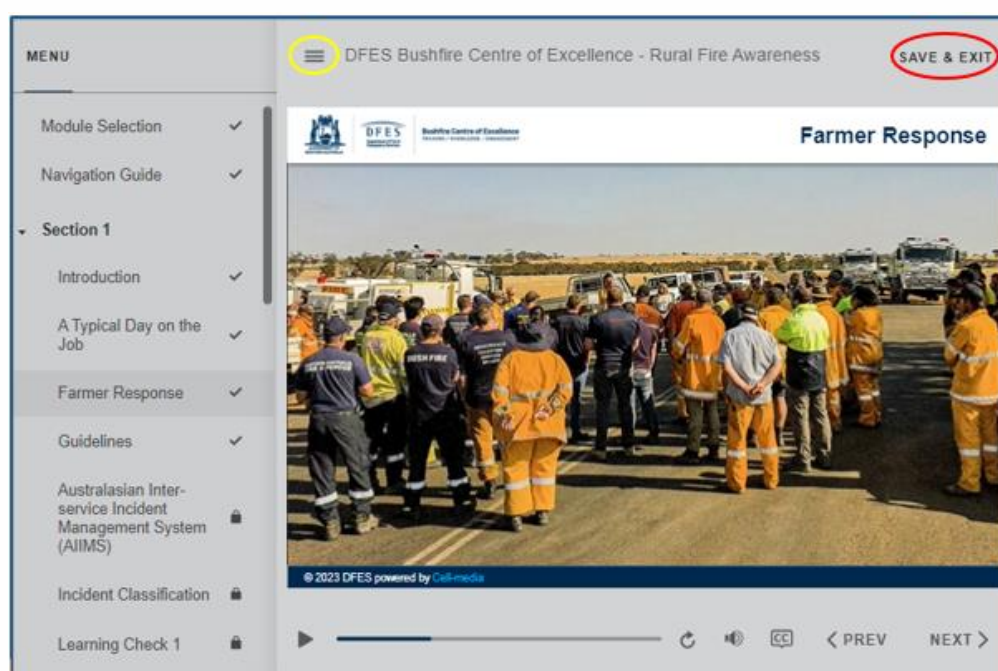


Learning Tips

The online course duration is approximately 2-3 hours. It may be completed in multiple sessions. To ensure your progress is saved, click the 'save and exit' button in the top right-hand corner of the screen when leaving the course (circled in red on the image below).

Always click 'resume' whenever you return to the course. If you select 'start', the course will reset, and you then must start from the beginning again.

Click on the ☰ icon (circled in yellow on the image below) to open the navigation menu. The navigation menu displays completed tasks with a 'tick' and uncompleted tasks with a 'lock' icon. You can revisit completed items by clicking on them within this menu.



A copy of the **Rural Fire Awareness Student Resource** is available to download in the 'Library' section located in the 'Syllabus' tab under the online course. It is advisable to download this before starting, to use as a reference tool.

If you experience any issues downloading the **Guidelines for Operating Private Equipment at Fires**, please skip the download and continue with the training. The following link will access an online version of the publication: [Guidelines-for-Operating-Private-Equipment-at-Fires.pdf](#)

Course Completion

Once you have finished the course, a confirmation email will be sent to you. The course is also added to your training records in eAcademy.

Contact

If you have any questions about this course or wish to provide feedback, please email bcoetraining@dfes.wa.gov.au or phone the Bushfire Centre of Excellence on 08 9540 7100