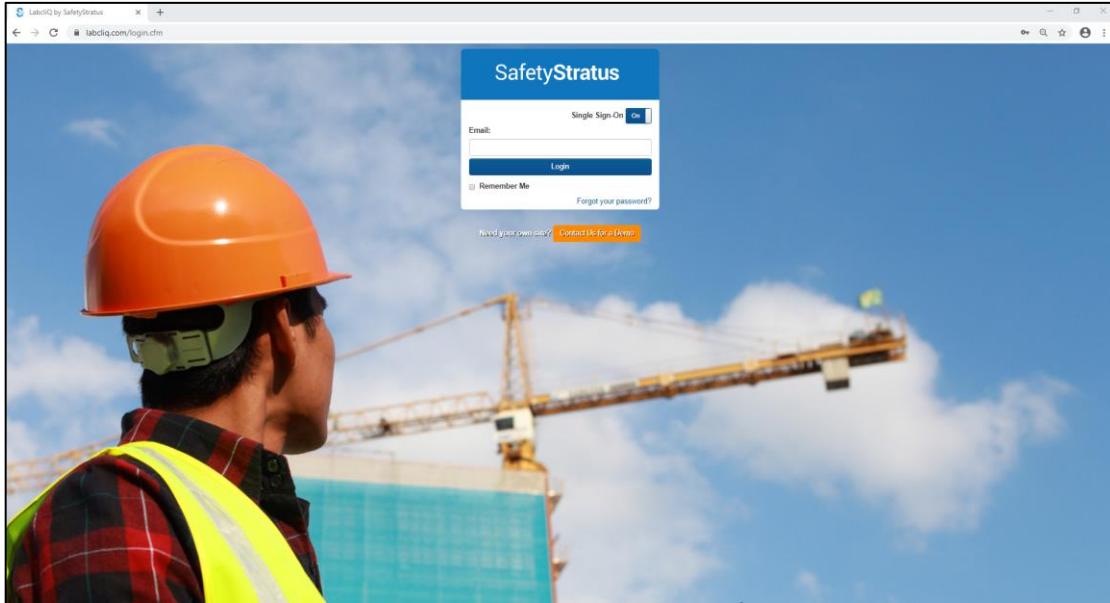


Lab Cliq Instructions for General Users



Sign In

When signing in to labcliq.com, ensure you are using the single sign on option.

- To sign in, type your **WVU ID @mail.wvu.edu** or **@mix.wvu.edu** account in the box then click login.

- Next use you WVU username and password to sign in to CAS like any other WVU service.

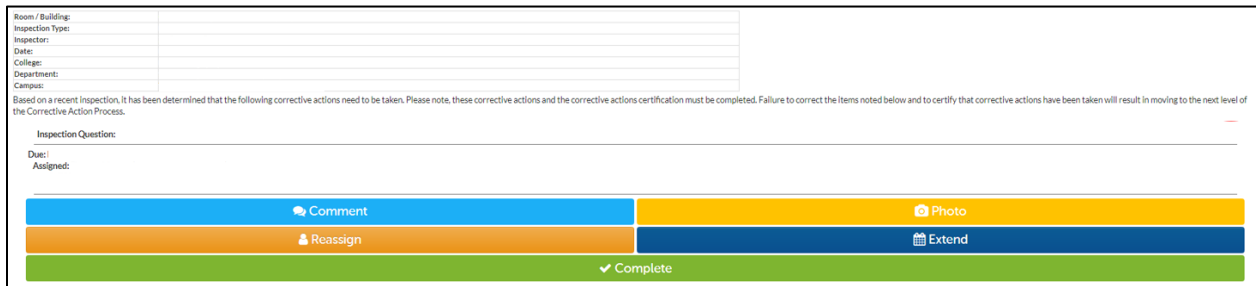
Corrective Actions

When corrective actions are assigned to you, you will receive an email from ehs_chemicals@mail.wvu.edu.

This email will contain a link to the inspection report and a list of your corrective actions.

To view the corrective actions, certify that they have been completed, request an extension, or reassign them to someone else please go to: https://labcliq.com/summary/corrective_actions.cfm?site_id=118

When you click the link it will prompt you to login and then it will bring you to this screen.



This screen identifies what room and when the inspection was done as well as what corrective action needs to be taken.

Once the corrective action is done click the complete button.

Additional information

You can navigate to your corrective actions by logging in on Labcliq.com and clicking the Corrective Actions button.

