



How to Create a RAMS Briefing.

Follow this guide to create a RAMS briefing.

Following the RAMS **approval**, you can create a **Briefing** that can be used to deliver the **RAMS** contents onsite to the relevant audience using the **MSite Supervisor App**.

To create a **briefing**, follow the below steps:

Safety ➔ **Briefings** ➔ **Add a Briefing**

The screenshot shows the MSite platform's 'Add a Briefing' interface. The main form includes fields for Course Details (Title: 'New RAMS', Description: ' ', Permissions: 'Manually Awardable', 'Editable Only By Training Administrator'), Sites ('2 Pods', 'Automatically Grow Sites'), Contractor Users ('Premier Asphalt', 'Automatically Grow Contractor Users'), Validity Period (365 days), Category (RAMS), and Email settings. A 'Module' modal is open, prompting for 'Title', 'Description', 'Links', and 'Content' (with a note 'No content added'). The 'Add' button in the modal is highlighted with an orange box and connected by a red arrow to the 'Add Module...' button in the main briefings list.

- Enter the required details
- Select **Add Module...**, where you will **upload** the **RAMS** document
- This will finalise the briefing and allow it to be held via the **MSite Supervisor app**.