Secondary Reporting is a way to allow us to see your training transcript on Responder Safety’s learning center. This will allow us to help verify your training done on the site. To allow us access to your transcript, you need to allow for Secondary Reporting on your profile. Here are the steps to do it.

1) Go to https://learning.respondersafety.com
Log in using your username and password.

2) Click Edit my Profile.

3) Scroll down until you see the **Personal Information** section.
4) Select **Yes** or **No** for the leadership or command responsibilities (if you are a line officer/fire police captain or lieutenant). Then click on Choose Secondary Reporting and Select the Delaware State Fire School (DSFS).

5) Then click the **UPDATE MY PROFILE** button at the bottom.

6) The Last step is to review the terms and conditions, click the box for “I have read and accept the terms and conditions set forth in the policy above, and then click the **Accept** button.