



屏障设施准入理论培训与考核线上操作指南

Online Operation Guide for Theory Training and Assessment for Barrier Facility Access

内外部人员通用版

Universal Version for Internal and External Personnel

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第一章 内部人员操作指南 (有 OA 账号)

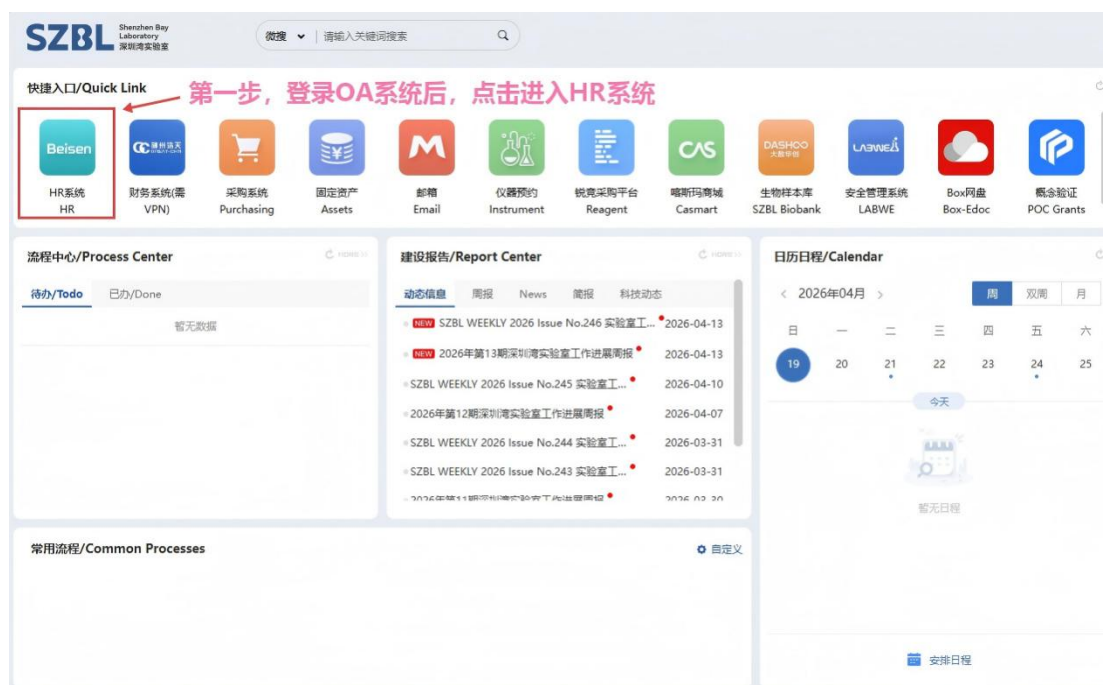
Chapter 1. Operation Guide for Internal Personnel (with OA Account)

1. PC 端操作/PC Operation

操作步骤/Steps:

第一步，登录 OA 系统，点击进入 HR 系统。

Step 1: Log in to the OA system and click to enter the HR System.



第二步，点击学习平台。

Step 2: Click Learning Platform.



第三步，点击报名中心。

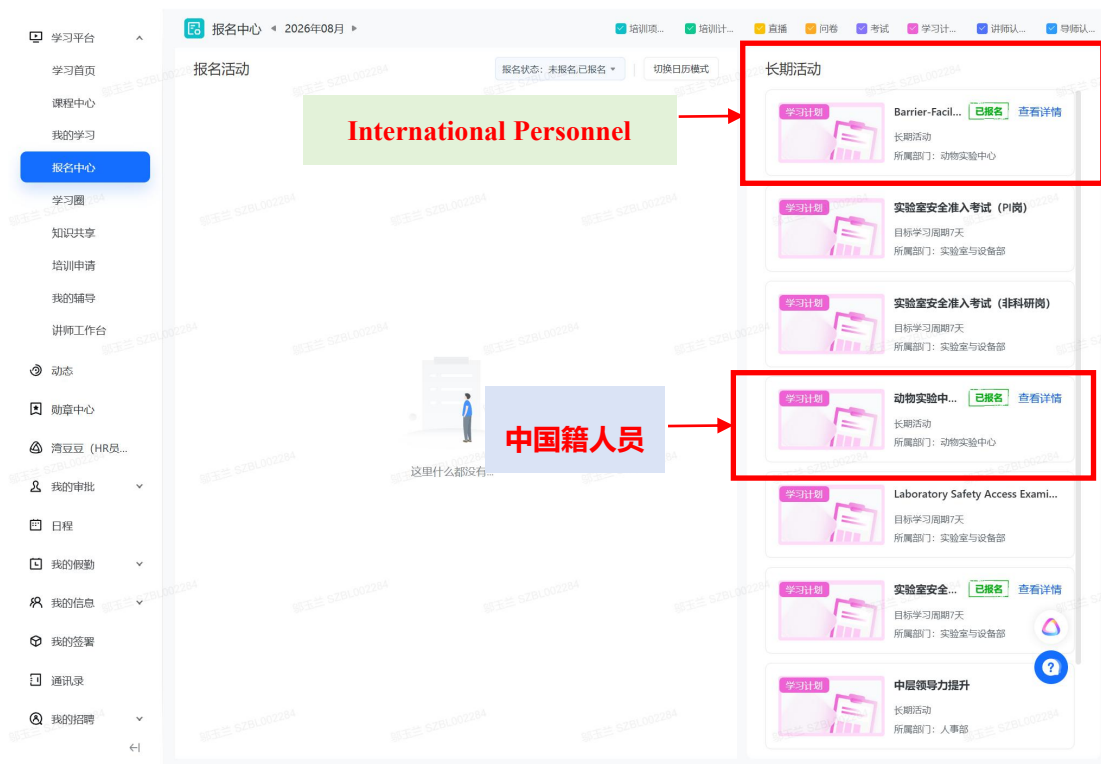
Step 3: Click Registration Center.



第四步，在右侧“长期活动”区域，点击：动物实验中心理论培训与考核（中国籍人员）或者 Barrier-Facility Theory Training & Assessment for International Personnel（外国人员）。

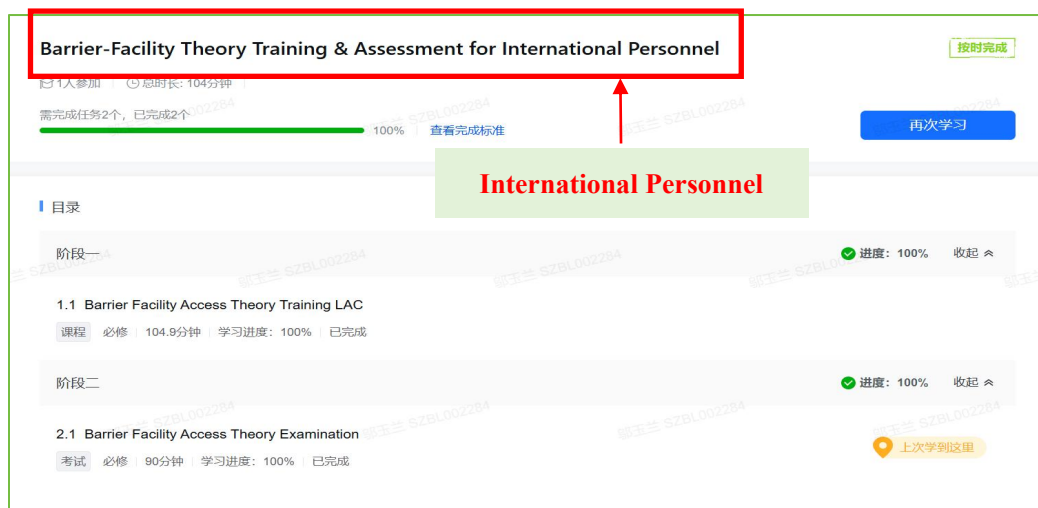
Step 4: In the “Long-term Activities” area on the right side, Select either:

- Laboratory Animal Center Theory Training and Assessment (for Chinese Personnel)
- Barrier-Facility Theory Training & Assessment for International Personnel



最后，按照系统设置完成培训与考试。

Step 5: Follow the system instructions to complete the training and examination.



2.移动端操作/Mobile Operation

操作步骤/Steps:

第一步，进入企业微信，点击底部“工作台”。

Step 1: Open WeCom and tap Workspace at the bottom.



第二步，点击 HR 系统。

Step 2: Tap HR System.



第三步，点击“全部”。

Step 3: Tap “All”.



第四步，下拉到“学习平台”，点击“报名中心”。

Step 4: Scroll down to Learning Platform and tap Registration Center.



第五步，点击“长期活动”。

Step 5: Tap “Long-term Activities”.



第六步，点击“动物实验中心设施准入理论培训与考核（学习计划）”。

Step 6: Tap “Barrier Facility Access Theory Training & Assessment (Foreign Personnel)”.



最后，按照系统设置完成培训与考试。

Step 7: Follow the system instructions to complete the training and examination.

按系统指引，
完成培训与考试

中国籍人员

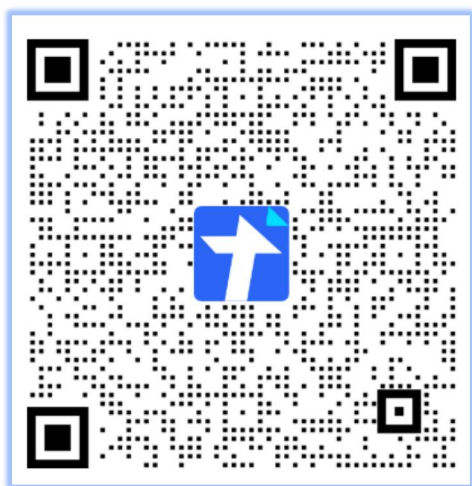
International Personnel

第二章 外部人员操作指南（无账号）

Chapter 2: Operation Guide for External Personnel (without Account)

1. 申请账号：扫码申请开通外部账号，填写信息。待中心审核通过后，约 1-3 个工作日开通账号。

1. Apply for an Account: Scan the QR code to apply for an external account and fill in the required information. The account will be activated within approximately 1–3 working days upon approval by the center.



(外部账号开通申请二维码—中国籍人员)



(QR Code for External Account
Application—International Personnel)

2. 账号激活：账号开通后，您将收到一封账号激活邀请邮件。请根据邮件中的指引完成深圳湾实验室 iTalent 账号的激活。

2. Activate Your Account: Once your account is created, you will receive an activation invitation email. Please follow the instructions in the email to activate your Shenzhen Bay Laboratory iTalent account.



深圳湾实验室iTalent账号激活邀请 (iTalent Account Activation Notice)

发件人: noreply
noreply@shmail.ibeisen.com
(由 post@shmail.ibeisen.com 代发)

隐藏

收件人: 阳光男孩

时间: 2026年5月18日 14:05



3. 登录系统: 账号激活后, 请查收系统发送的“计划安排通知”邮件, 点击其中的登录链接即可进入系统。

3. Log in to the System: After activation, please check the “Schedule Notification” email sent by the system and click the login link inside to access the system.

- **登录账号：申请人提交的邮箱**
- **初始密码：Szbl123456（首次登录后，请立即修改初始密码）**
- ◆ **Login ID: The email address you submitted**
- ◆ **Initial Password: Szbl123456 (Please change your password immediately after your first login)**



4. 参加培训与考核：登录成功后，按照系统指引依次完成理论学习模块和理论考试。

4. Complete Training and Assessment: Once logged in, follow the system

instructions to complete the theory learning modules and the theory examination in sequence.

5. 注意事项: 账号开通后, 请务必在**一个月内完成培训与考核**。逾期未完成者, 账号将被暂时停用。如需重新启用, 请重新提交申请。

5. Important Notes: After your account is activated, please be sure to complete the training and assessment within one month. If not completed within this period, your account will be temporarily suspended. To reactivate it, please resubmit an account application.

第三章 快捷入口（内外部人员均可使用）

Chapter 3: Quick Access (Available for Both Internal and External Personnel)

1. 登录方式: 使用微信/企业微信扫描下方二维码，或点击链接，即可快速跳转至登录页面，直接进入学习与考试模块（**内部人员建议直接使用企业微信扫码**）。

1. Login Method: Scan the QR code below using WeChat or WeCom, or click the link, to quickly jump to the login page and directly enter the learning and examination modules (**Internal personnel are recommended to scan via WeCom directly**) .



培训与考核二维码—中国籍人员



QR Code for Training &
assessment—International Personnel

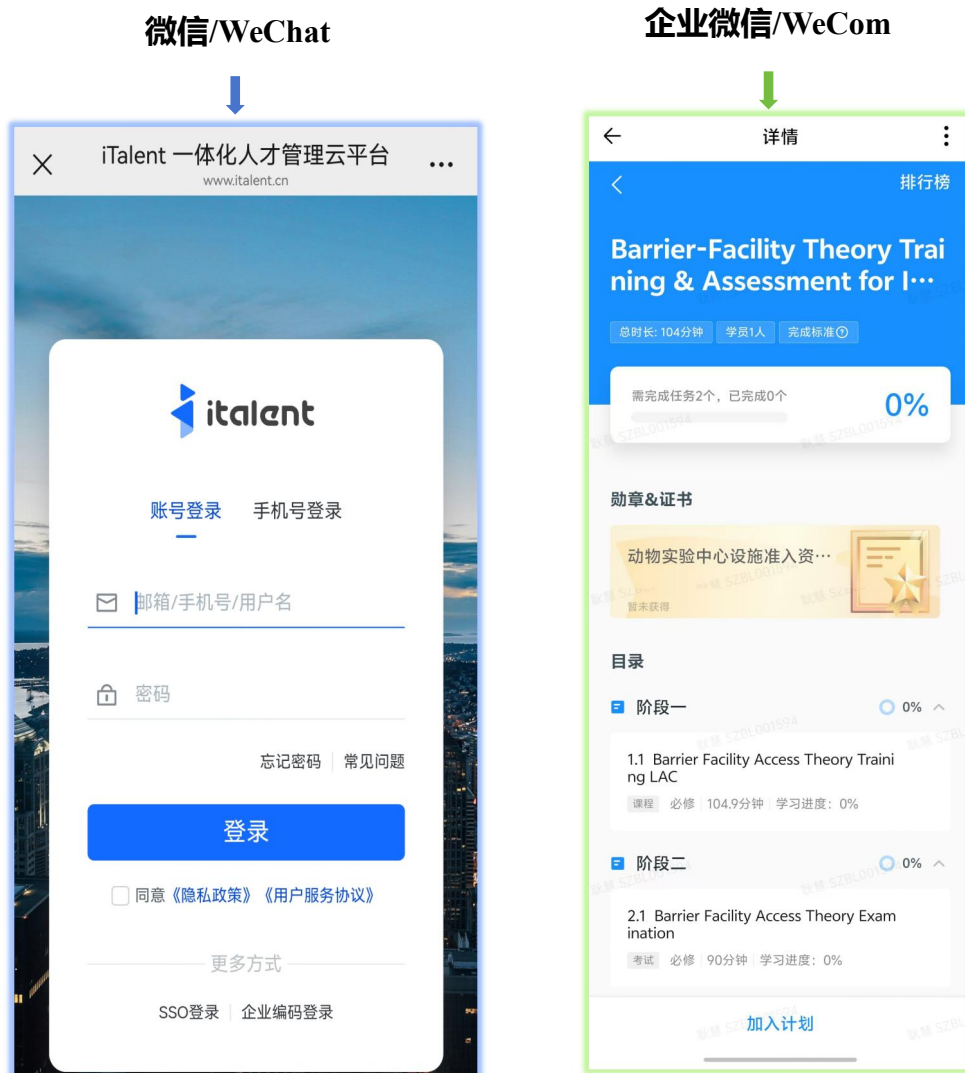
- **培训与考核链接 / Training & Assessment Links**

- **中国籍人员:** <https://bsurl.cn/v2/S9MxcIWP>

- **International Personnel:** <https://bsurl.cn/v2/o8Ch90FN>

2. 温馨提示/ Important Notes

- 使用微信扫码需要输入账号登录；
- 使用企业微信扫码，可直接进入培训考试界面，点击“加入计划”即可（仅限内部人员）。
- ◆ Scanning with WeChat requires you to log in with your account.
- ◆ Scanning with WeCom allows you to directly enter the training and exam interface, where you can simply click “Join the Plan” to proceed (Internal personnel).



3. 账号登录信息 / Account Login Information

(1)内部人员 (有 OA 账号)

- 登录账号：OA 账号/手机号/企业邮箱
- 密码：OA 密码

(1) Internal Personnel (with OA account)

- ◆ Login ID: OA account / mobile number / corporate email
- ◆ Password: OA password

(2)外部人员 (无账号)：需先完成账号激活（详见第二章），方可登录

- 登录账号：申请时提交的邮箱
- 初始密码：Szbl123456（首次登录后建议修改）

(2)External Personnel (without account): Account activation is required first (see Chapter 2) before login.

- ◆ Login ID: The email address you submitted
- ◆ Initial Password: Szbl123456 (Please change your password immediately after your first login)

第四章 联系方式

Chapter 4: Contact Information

如在使用过程中遇到问题，请联系：

If you encounter any issues during use, please contact:

联系人/ Contact：邬玉兰/Wu Yulan

邮箱/ Email： wuyulan@szbl.ac.cn



(请扫码关注动物实验中心微信公众号/Scan the QR code to follow the WeChat

Official Account of the Laboratory Animal Center)

附录/ Appendix

1. PC 端操作流程图 / Flowchart for PC Operation



2. 移动端操作流程 / Flowchart for Mobile Operation

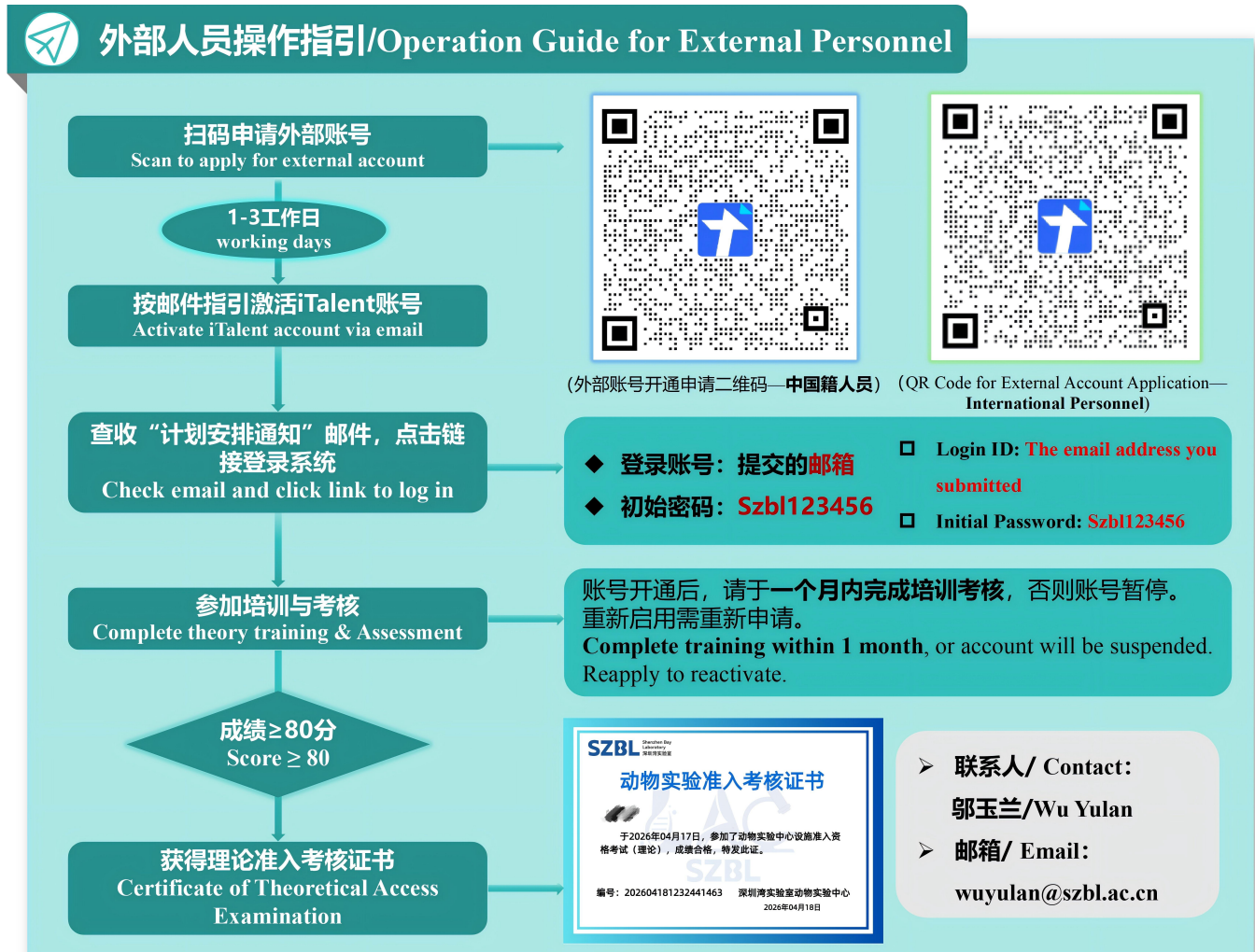


移动端操作路径/Mobile operation path



3. 外部人员操作流程 / Flowchart for External Personnel

Operation



4. 快捷入口操作流程 / Flowchart for Quick Access Operation

