This factsheet explains how to access the Department of Agriculture’s Plant Exports Management Systems (PEMS) video tutorials for Authorised Officers (AOs).

These short, step-by-step instructional videos show you how to use PEMS to complete your inspection and calibration records, and can be viewed as often as required.

Log in to your Learnhub account

- Go to https://learnhub.ssc.gov.au/login/
- Enter your ‘Email*’ and ‘Password*’ and select ‘Login’ (do not select ‘Single Sign-On’)

Search for tutorials

- Select the ‘My Learning’ tile on the home screen
- Go to your ‘Enrolled courses’
- Find ‘Plant Export Management System (PEMS) video tutorials’ in the list
- Select ‘Continue’ to go to the video tutorial course page

View the tutorials

- Select the video tutorial you wish to view under the ‘Course Activities’ heading
- Select ‘Enter’ to open the tutorial
- Press the play button

For more information

- For more information on PEMS visit agriculture.gov.au/PEMS
- For PEMS registration, job functions and video tutorial enquiries contact plantexporttraining@agriculture.gov.au
- For general PEMS enquiries and technical support contact PEMS@agriculture.gov.au