

CU: Discrimination and Sexual Misconduct - CU Denver | CU Anschutz

Step 1: Select your affiliated campus (CU Denver | CU Anschutz)

You can also search my.cu.edu and login with your university credentials



Step 2: Login using your university credentials



Step 3: Access your UCDAccess Portal ("CU Resources Home")





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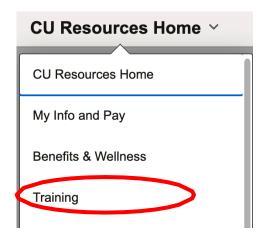
Step 4: You have two options to access Skillsoft Percipio

Option 1: Click the Training Tile under "CU Resources Home"



Option 2: Click on the "CU Resources Home" drop down menu

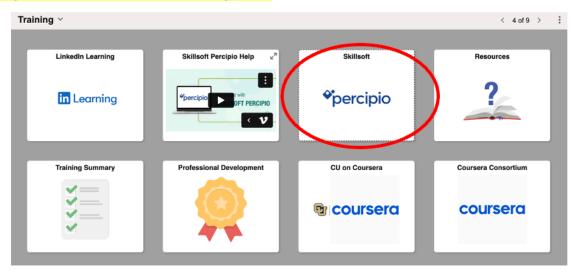
• Select "Training"



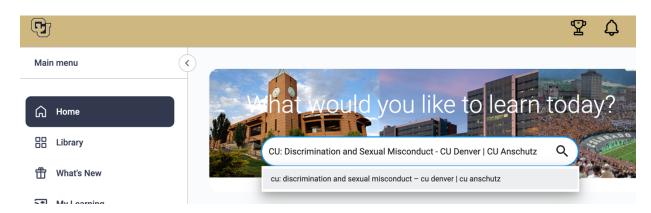


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Step 5: Click on the Skillsoft Percipio tile.



<u>Step 6:</u> Search for the course: *CU: Discrimination and Sexual Misconduct - CU Denver* | *CU Anschutz*

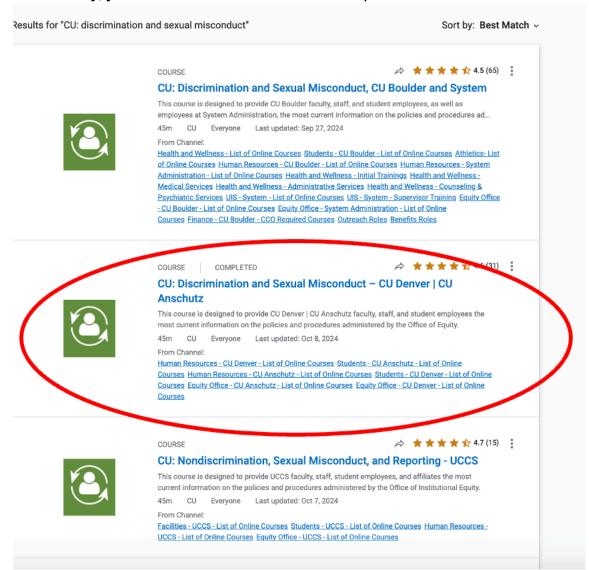




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Step 7: Accessing the course

*Be sure you select the CU Denver | CU Anschutz course. If you complete the course for any other university, you will need to retake the CU Denver | CU Anschutz course. *



Step 8: Launch Course vs. Restart Course → choosing the correct option to ensure completion dates are recorded to ensure you remain in-compliance with the three-year training requirement.

• Launch: Only select this option if it's your first time completing the course (new employee) or if you'd like to access material in between your three-year completion requirement. If you login to retake the course and select "Launch," your new training completion score/date will NOT record/update in your employee training record.



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- **Restart:** Select this option if you are an existing employee that is retaking the course to remain in-compliance with training requirements every three years.
 - o Click the icon above the course title on the top right with three vertical dots.
 - Click the "Restart course" drop-down option.

