GCN TRAINING
GLOBAL COMPLIANCE NETWORK
YOUR SITE FOR INTERNET-BASED TRAINING

Need help? Email us at help@gcntraining.com

Please be sure to have your speakers turned on.
TYPE **www.gcntraining.com** into your browser's address bar and **Press Enter**

CLICKING LOGIN TO VIEW TRAINING will take you to the **PRE-LOGIN CHECKLIST**
(ROLLOVER why? next to the icon to learn what the icons mean).

If you have **not** created an account with GCN, select: *I have NOT yet created an account*
Press Next >>

If you have already created an account with GCN, select: *I already have an account*
Press Next >>

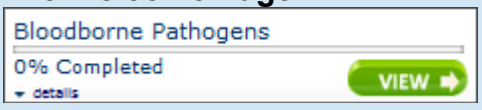
Enter your Organization ID:
39435
Press Submit

Locate your Account by completing the Required fields. **If prompted:**
Enter your Preferred Personal ID
Press Submit

Enter your Personal ID
If you've forgotten your PID,
Press I Don't Know My Personal ID
Press Submit

If prompted, complete the Personal Information fields. (* indicates Required Fields)
Press Submit

The **Welcome Page**



The tutorials available to you are listed to the left.
Choose a tutorial by pressing **VIEW**

Verify your information. Press START TUTORIAL or CONTINUE TUTORIAL (if available)

The tutorial will begin with an Instructions slide that will explain the many buttons on this page.

Once the Next button appears you may move on to the next slide.

After you complete a tutorial, return to the **Main Menu** to Print your Certificate of Completion*
*SAVE SOME PAPER -- Wait until you complete the last of your tutorials before printing your Certificate. They're all printed on a single page.