

Instructions for Required Student Training

All incoming and new students are required to complete the annual online Bystander Intervention and Title IX trainings.

You can access the Required Student Trainings [here](http://site.gcntraining.com). If you begin the modules and need to stop before completing them, the system will save your progress, and you will be able to login later and continue working on them.

Instructions:

1. Go to <http://site.gcntraining.com> or click [here](http://site.gcntraining.com).



2. Select the green rectangle titled "LOGIN TO VIEW TRAINING".



3. Ensure “Existing User – I have a Personal ID” is selected. Click Next.



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

Please select from the following:

☒ **Existing User - I have a Personal ID**
I already have an account/Personal ID with GCN.

☐ **New User - I do not have a Personal ID**
I have NOT yet created an account/Personal ID with GCN.

☐ I do not know or have forgotten.

[GCN Admin Login](#) | Need assistance? Contact help@gcntraining.com

4. Your Organization ID is “ptcstudent”.



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

Please enter your Organization ID below.

 ORGANIZATION ID:

[I DON'T KNOW MY ORGANIZATION ID](#)

[GCN Admin Login](#) | Need assistance? Contact help@gcntraining.com

5. Your Personal ID: is your PTC "P Number". Click "submit".



Piedmont Technical College -- Stude
For direct assistance contact:
[Cindy Klaucek/Kris Burris](#)

Please enter your Personal ID below.

 PERSONAL ID:

[I DON'T KNOW MY PERSONAL ID](#)

[GCN Admin Login](#) | Need assistance? Contact help@gcntraining.com

6. Next screen will be New System Video Test to ensure your system is compatible. Click "Yes" if video plays.



New System Video Test



Do you see "**Video Test Successful**" above?

[YES](#) [NO](#)

[\[If you have a slow connection or an older computer click here\]](#)

What is this for?
Not all devices/computers can render the videos, and we are still providing a non-video version for those that cannot. If you don't see the message above, click NO.

Helpful Tip: If you have any trouble viewing a slide, check the help links below the Tutorial Viewer or read the News section to the right of the Tutorial Listing (on the following page).

7. Click "Start" to select the desired training.

The screenshot shows the GCN Training portal for Piedmont Technical College students. At the top, there is a header with the GCN Training logo (a green globe with the text "GCN TRAINING GLOBAL COMPLIANCE NETWORK YOUR SITE FOR INTERNET-BASED TRAINING"), a globe icon, and the text "Piedmont Technical College -- Students" and "For Direct Assistance Contact: [Cindy Klauck/Kris Burris](#)". A "LOGOUT" button is also present.

The main content area is divided into two columns. The left column features a "Tutorial Progress" section with a green book icon and the text "You Have Completed 0 / 2 Required Tutorials". Below this is a "CLICK HERE TO REFRESH" button. The "REQUIRED TUTORIALS" section is highlighted in red and lists two items: "Bystander Intervention" and "Title IX -- Higher Ed", each with a green "START" button. A note states: "Note: Completed records are listed at the bottom."

The right column features a user profile for "Doe, Jane" with the email "p*****@live.ptc.edu" and a "PRINT YOUR CERTIFICATE*" button. Below this is a note: "*SAVE SOME PAPER Wait until you complete the last of your tutorials before printing your Certificate. They're all printed on a single page. The [Adobe Reader](#) is needed to view the Certificate."

The bottom right section is titled "News & Information" and contains a "New Tutorial Viewer Help" announcement dated 8/15/2014. It explains that some tutorials will play in a new environment and provides instructions on how to switch back to the old environment if the new one fails to load. A note states: "Note: your slide progress is not the same in both environments."

At the bottom of the page, there is a footer with the text: "Need help? Contact help@gcntraining.com | Download the [Adobe Reader](#) (Required for the Certificate of Completion)"

As always, Piedmont Technical College is committed to providing a vibrant and safe learning community in which students can thrive and achieve academic excellence. Trainings offered are designed to help students recognize situations of potential harm and identify safe and positive options to prevent and address situations as they arise. For questions regarding the required training, please contact Cindy Klauck at (864) 941-8685, Kris Burris at (864) 941-8697, or Andy Omundson at (864) 941-8376.