

Instructions for the Trinity College Mandatory Faculty and Staff Training on Preventing Sexual Harassment/Discrimination

You recently [received an email](#) from President Berger-Sweeney, Tim Cresswell, Anita Davis, and Dan Hitchell about sexual misconduct training and resources. Below are details about the mandatory interactive online Responsible Employee training program referenced in the email.

You will receive an email from **Trinity College** donotreply@lawroom.com. The subject line will be **Mandatory Faculty and Staff Training on Preventing Sexual Harassment/Discrimination**. Please check your spam/junk inbox if it did not go directly to your inbox.

Click **Begin Training** in the email and create a new password and click on **Set Password**. On the next screen open **Course Assigned** and click on the Blue box that says **Begin Course**.

Click **Next** to see the welcome letter and continue through the course. The training is self-paced so you can start and leave the course as often as you'd like. When you return to the course it will open to the last page visited.