

Instructions for Accessing Harassment Prevention Training

The online harassment prevention course, "Mosaic: Prevent Discrimination and Harassment Together," is required of all faculty and staff.

Our goal is to reach 100% completion of this course.

Accessing this Course:

Step 1: To begin training go to https://learn.ue.org/Login2.aspx

Step 2: Enter your log-in credentials

- Username: Your full Bentley email address
- Password: GoFalcons2021!

Please note the first time you log in, the system will prompt you to reset your temporary password and set a security question.

Tips for Completing Courses:

- Pop-up blocker must be disabled for ue.blackboard.com
- Bentley recommends using Chrome or Firefox. If you have any issues with your browser, please contact the Bentley HelpDesk at 781-891-2854 or by email at <u>helpdesk@bentley.edu</u>.

At various times, the course will recommend that you refer to the University's policy, which can be reached at <u>Workplace Harassment Policy</u>.

Need Help?

If you have any issues with sign-in or accessing the course, visit the Support Portal at portalhelp.ue.org. All other logistical questions should be directed to Human Resources Learning & Development Team at <u>GA_HRLearningDevelopment@bentley.edu</u>.