



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:

Press Submit

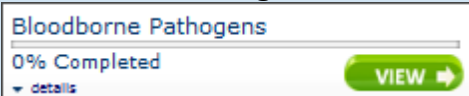
Enter your Preferred Personal ID

Press Submit

Enter your Personal ID

Press Submit

Complete the Personal Information.
(* indicates Required Fields)
Press Submit

If you've forgotten your PID,
Press [I Don't Know My Personal ID](#)


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.