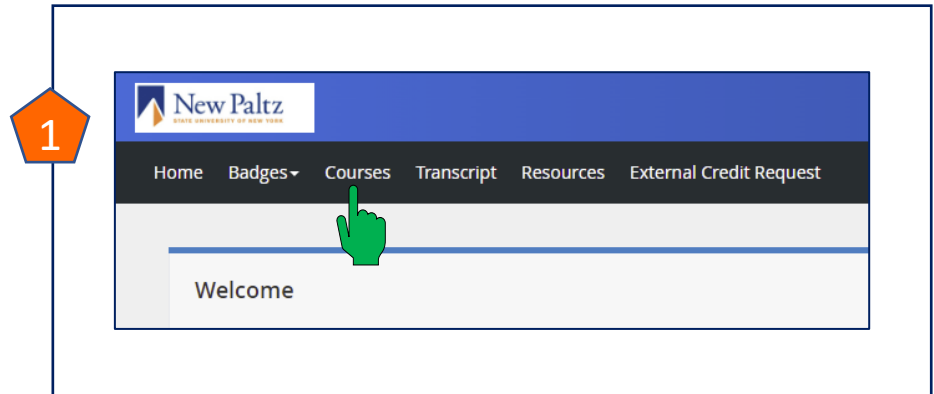


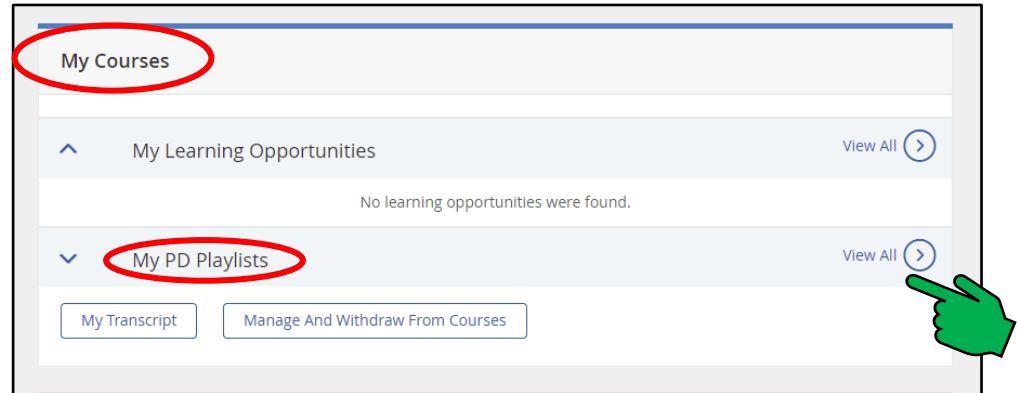
Your email from noreply@pl.powerschool.com includes a link to the Professional Learning website, or go to <https://newpaltz.pl.powerschool.com/ia/empatri/tab/home>



From the top of the landing page, screen, select the “**Courses**” tab.

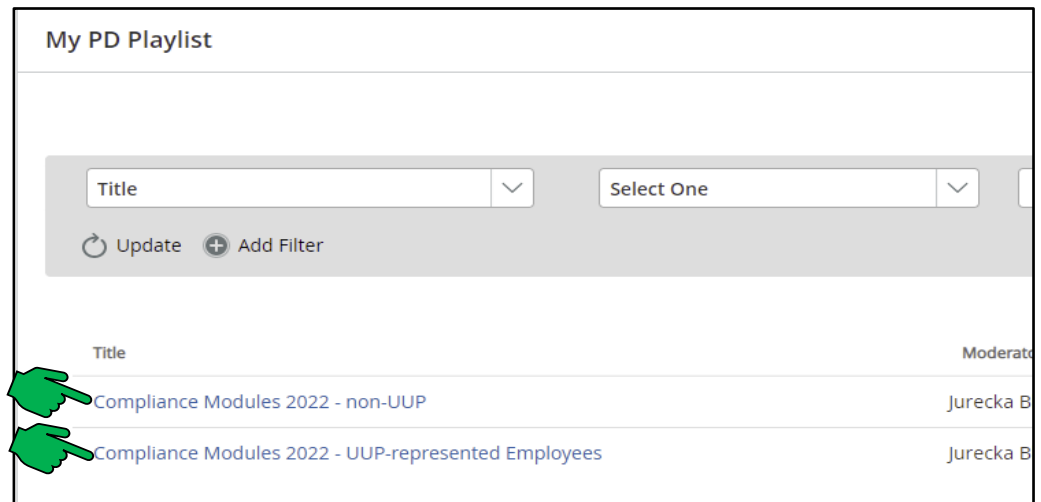
2

On the **right side** of the next screen, under “My Courses,” find “My PD Playlists” and select the arrow or the text (View All) to the right.



3

Depending on your bargaining unit, on the “MyPD Playlist” screen you will see one of these links. Using the cursor, select the link by clicking on the blue text.



4

On the next screen, select the “Courses” tab.

The screenshot shows a navigation bar with 'Home', 'Badges', 'Courses', 'Transcript', 'Resources', and 'External Credit Request'. Below is a header for 'My PD Playlist' and 'Compliance Modules 2022 - n...'. A tab bar contains 'Details', 'Participants', 'Courses', and 'Discussion'. A green hand icon points to the 'Courses' tab. Below the tabs, the 'Moderator' is listed as 'Anneliese Kniffin-Savoie'. A 'Playlist Name' field contains 'Compliance Modules 2022 - non-UUP'. The 'Description' reads: 'Workplace Violence Prevention and Title IX & Sexual Harassment training modules for calendar year 2022, as required by NYS for all employees.'

5

The required courses will be listed under *Course Name*. Register by selecting the name of the course.

The screenshot shows a table with the heading 'Complete the 3 required courses'. Above the table are filters: 'Instructor Led', 'Self Paced', 'Not Started', 'In Progress', and 'Completed'. The table has columns: 'Course Name', 'Required/Elective', 'Section', 'Section Time', 'Section Location', and 'Status'. Three rows are listed, each with a red arrow pointing to the 'Course Name' column. A green hand icon points to the first row.

| Course Name | Required/Elective | Section | Section Time | Section Location | Status |
|---|-------------------|---------|--------------|------------------|-------------|
| Title IX & Sexual Harassment - 2022 | Required | - | self-paced | online | Not Started |
| Workplace Violence Prevention and Domestic Violence In the Workplace - 2022 | Required | - | self-paced | online | Not Started |
| Clery Act Training for UUP-Required Employees | Required | - | self-paced | online | Not Started |

6

On the next screen, select the “Register” link (on the right side of the screen).

View Learning Opportunity
View Learning Opportunity

Self Paced | #10537 Title IX & Sexual Harassment - 2022

This training covers basic elements of the federal Title IX law and SUNY policy with regard to this law. This includes a review of Title IX behaviors and violations, types of sexual harassment, sex stereotyping, and retaliation, and information on the resources available to employees and students who are dealing with Title IX incidents.
[Read More](#)

Views 32

Course Details

Please register to gain access [Register](#)

Course Number: 10537
Course Title: Title IX & Sexual Harassment - 2022
Course Description: This training covers basic elements of the federal Title IX law and SUNY policy with regard to this law. This includes a review of Title IX behaviors and violations, types of sexual harassment, sex stereotyping, and retaliation, and information on the resources available to employees and students who are dealing with Title IX incidents.
New York State requires all employees to complete training on on Sexual Harassment/Title IX on a *calendar* year basis . This training will fulfill annual New York State requirements.
Office: Training Office
Course Provider: Scorm

| Credits: | Total Hours | General |
|----------|-------------|---------|
| Hours | 0.75 | - |

6

Select the "Next" link on the lower-left side of the screen.

Course Registration

Registering for Course: Title IX & Sexual Harassment - 2022

Confirm Course Selection

Please confirm the following information to complete the course registration. Click Next to continue

Course Information

Course Title: Title IX & Sexual Harassment - 2022


Section: Title IX & Sexual Harassment 2022

| Credit Types: | Total Hours |
|---------------------|-------------|
| How much do I have? | 0.75 |
| Hours | |

Section Notes:

Class Dates: -

[Next](#)



- 7 On the next screen, Select “Go to Course” to launch the training module.



The screenshot shows a web interface with a dark blue navigation bar at the top containing links for Home, Badges, Courses, Transcript, Resources, and External Credit Request. Below this is a blue header with the text "Congratulations" and "Congratulations" in a smaller font. The main content area has a white background with the title "Register for Title IX & Sexual Harassment - 2022". A light green box contains a green checkmark icon, the word "Congratulations", and the message "You have successfully registered for Title IX & Sexual Harassment - 2022." Below this message are three buttons: "Go To Course" (highlighted with a red arrow), "My Course List", and "Course Search".

- 8 Repeat these steps to register for and complete each assigned module.

Note: The system is set up so that your quiz results will be emailed to the employee training mailbox. You do not have to print or email your quiz results to us, although you may want to retain copies for your own records.