To access this course, please log into SAP SuccessFactors (for help logging in, please see the SAP SuccessFactors Learning Management System User Login Guide).

You can access the module from your homepage two different ways.

1. Select the learning to-do tile from your homepage. A pop-up window will appear.

2. Select Complete online course Preventing Workplace & Sexual Harassment 2021 from the list.

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3. Navigate to the learning section of SuccessFactors by selecting Learning from the dropdown menu at the top of the page.
4. Under your “My Learning Assignments” select **Preventing Workplace & Sexual Harassment 2021**

   *note: if you have multiple items in your learning assignments, you may need to scroll down to locate the module.*

5. To launch the module, select **start course** (if you have already launched the course, but not completed, select **continue course**).