



Required Training for All Employees 2020-2021

Follow the steps below to access your GCN Account and complete your required training.



Previous Users

- Click here <https://site.gcntraining.com/user-admin/login/144342r/>
- Enter Organization ID: 144342r
- Enter User ID: Full board email address
- Click Submit.
- Enter 5-digit numerical PIN you created last year or click "I FORGOT MY PIN."
- Click Submit.
- Required Tutorials will appear.

New Users

- Click here <https://site.gcntraining.com/user-admin/login/144342r/>
- Enter Organization ID: 144342r
- Click on the orange I was not given a User ID or I forgot my ID.
- Enter First Name, Last Name, and RCSS email address. Click Search.
- Create your User ID by entering your RCSS email address. Click Submit.
- Enter 5-digit numerical PIN. Click Submit.
- Confirm your account information. Click Submit
- Required Tutorials will appear.

Completion Requirements

Once all required tutorials are complete, click the green Print Your Certificate button in GCN, select all courses, and save the document as a PDF. **This should be submitted to your supervisor by the deadline given to you.** *If you prefer to print your certificate instead, you may do so as long as it is submitted by the deadline.*

To receive PL hours, click [here](#) and register for 2020-2021 Required GCN PL



706-826-1102



Contact [Cindy Hoops](#) for further assistance



[Professional Learning](#)

PRINT YOUR CERTIFICATE*

*SAVE SOME PAPER
Wait until you complete the last of your tutorials before printing your Certificate. They're all printed on a single page.
The [Adobe Reader](#) may be needed to view the Certificate.

GCN is also located in Launch Pad

