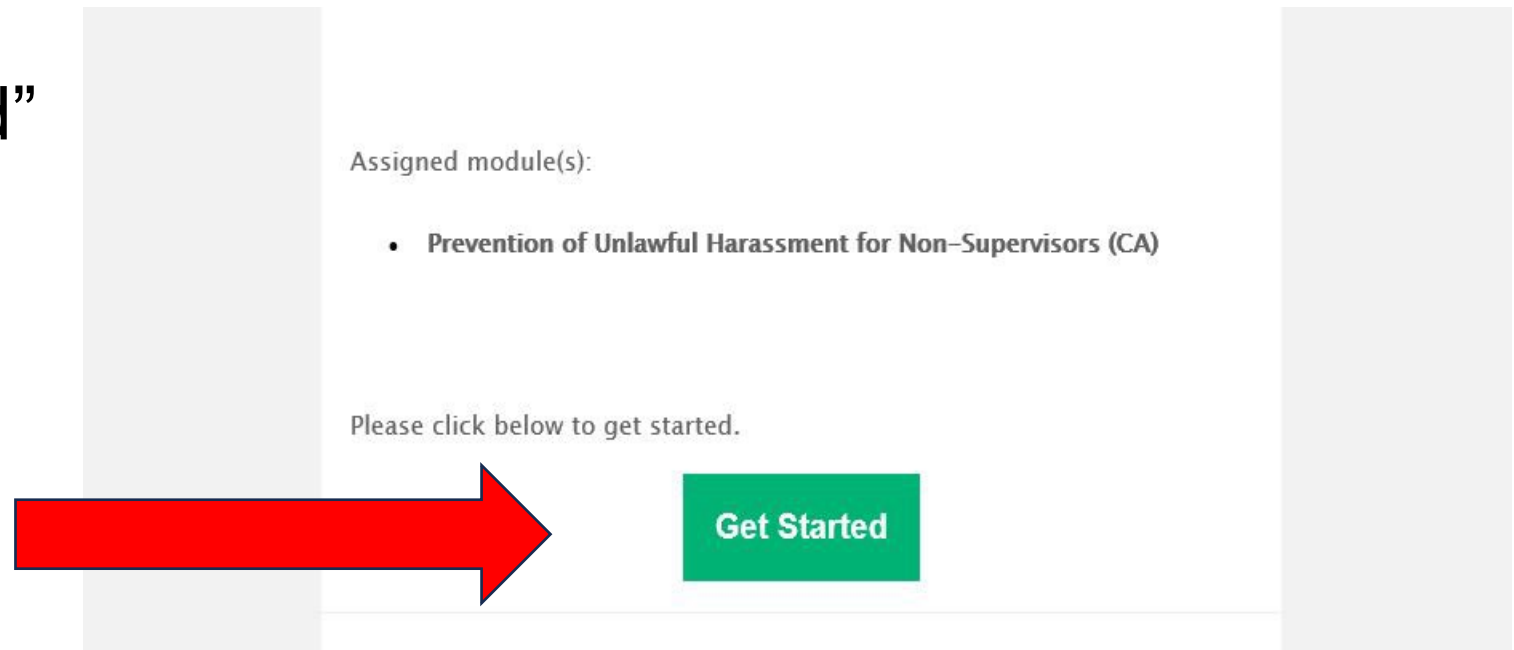


Access Training **Two Ways**

1. Through the email you received from HRCompliance.
2. Through the [access.Caltech.edu](https://access.caltech.edu) site.

1. Access through email from HRCompliance@caltech.edu.

- Open the email you received from HRCompliance@caltech.edu.
- Click on the “Get Started” button at the bottom of the email.



Enter your Access
Caltech credentials.
If you do not know your
log in credentials please
contact IMSS.

The Caltech logo is displayed in a bold, orange, sans-serif font.

You are about to access:

app.getinclusive.com

Username

Password

Login

ATTENTION: If you are using a shared or publicly-accessible computer, be sure to quit/close out of the browser program completely to ensure your session is terminated.

[› Forgot your password?](#)

[› Need Help?](#)

[› Terms of Use](#)

In order to start the training, click the blue “Start” button.



The image shows a user interface for a dashboard. At the top left, there is a teal header with a hand icon and a hamburger menu icon. Below this is a dark grey navigation bar with a grid icon and the word 'Dashboard'. A light green notification bar below the navigation bar says 'Signed in successfully.'. The main content area is titled 'YOUR COURSES' in large grey letters. Below this title is a course card with a green header containing the text 'Prevention of Unlawful Harassment and Discrimination for Non-Supervisors (CA)'. The card features a grey donut chart with a small segment highlighted, and the text 'Not Started' below it. At the bottom of the card is a prominent blue button labeled 'Start'. Below the course card is a smaller blue button labeled 'Certificates'.

2. Access through the access.Caltech.edu site.

- Open your browser and enter access.caltech.edu.
- Log into Access Caltech using your credentials. If you do not know your log in credentials please contact IMSS.

Caltech

You are about to access:

app.getinclusive.com

Username

Password

Login

ATTENTION: If you are using a shared or publicly-accessible computer, be sure to quit/close out of the browser program completely to ensure your session is terminated.

[› Forgot your password?](#)

[› Need Help?](#)

[› Terms of Use](#)

- Under the Self Service list scroll down to and click on “Prevention of Unlawful Harassment Training”.



Your Online Applications

Self Service

- ✔ [Caltech COVID-19 Reporting](#) ⓘ ☆
Caltech COVID-19 Reporting
- ✔ [Caltech Help](#) ⓘ ☆
Submit and track support requests for IMSS, Card Office, Procurement, and GPS.
- ✔ [Caltech Mobility Survey](#) ⓘ ☆
Annual Caltech Mobility Survey
- ✔ [Disclose Disability Status \(IE and Saferi and Adobe Reader Plugin\)](#) ⓘ ☆
View and modify your disclosure disability status
- ✔ [Duo Registration and Management](#) ⓘ ☆
Duo self-registration and service management
- ✔ [Electronic Paycheck Stub \(Online Payslip\)](#) ⓘ ☆
View your electronic paycheck stub. Mac users should use Firefox or Chrome.
- ✔ [Electronic W2 \(Online W2\)](#) ⓘ ☆
View your electronic form W2: Wage and Tax Statement. Mac users should use Firefox or Chrome.
- ✔ [Facilities Service Requests](#) ⓘ ☆
Submit facilities service requests (replaces AIM Customer Portal)
- ✔ [Gym Membership](#) ⓘ ☆
Gym membership management
- ✔ [Housing Turnover Portal](#) ⓘ ☆
Historic service request data (replaced by Facilities Service Request)
- ✔ [My Personal Information](#) ⓘ ☆
Update your personal information
- ✔ [MyBenefits](#) ⓘ ☆
Manage Your Caltech Benefit elections (Faculty, Staff, and Postdoctoral Scholars)
- ✔ [MyLearn](#) ⓘ ☆
Manage, deliver, and track online and classroom-based training
- ✔ [NameCoach](#) ⓘ ☆
Create and share a self-recorded audio file on how to pronounce your name.
- ✔ [Parking](#) ⓘ ☆
Register your vehicle online for campus parking permits
- ✔ [Prevention of Unlawful Harassment Training](#) ⓘ ☆
Access Caltech Harassment Prevention Training
- ✔ [Rideshare](#) ⓘ ☆
Look for rideshare matches with other Caltech commuters
- ✔ [Site Licensed Software](#) ⓘ ☆
Store for campus licensed software
- ✔ [TIAA Account Overview](#) ⓘ ☆
View your TIAA retirement contributions summary

In order to start the training, click the blue “Start” button.



A screenshot of a web application dashboard. At the top left is a teal header with a hand icon and a hamburger menu icon. Below this is a dark grey navigation bar with a grid icon and the word 'Dashboard'. A light green notification bar below the navigation bar says 'Signed in successfully.'. The main content area is titled 'YOUR COURSES' and features a course card for 'Prevention of Unlawful Harassment and Discrimination for Non-Supervisors (CA)'. The card has a green header, a grey donut chart labeled 'Not Started', and a prominent blue 'Start' button. Below the course card is a blue button labeled 'Certificates'.