

Department of Human Resources

TO: All University Employees

FROM: Fred Cratty, Chief Human Resources Officer

RE: NEOGOV Learn Platform

DATE: February 8, 2021

Within the last couple of weeks you should have received an account activation email regarding the new CSCU Learning Management System – NEOGOV Learn. The email requested that you activate your account within five (5) days. Part of this activation process required you to setup a new login password. If you did not receive this activation email, or if you had any trouble activating your account, please let me know.

Upon successfully logging into your account, you will notice that there is no record of the training courses that you previously completed in the FirstNet on-line training portal. We have recently been informed that these previous training records will not be uploaded into the NEOGOV Learn platform until the end of April. However, if you didn't complete the Harassment Prevention for Connecticut Employees course in the FirstNet system before it was inactivated, you are required to do so in the NEOGOV Learn platform immediately. Per state law, the due date for completion is **February 9th**. If you still need to complete this course, please let me know so I can enroll you in it.

If you have any questions, please feel free to contact me via email at <u>crattyf@wcsu.edu</u> or via phone at 203-837-8665.