



Work Experience 270 & 272

Workplace Sexual Harassment Prevention (SB 1343) Mandatory Online Training

San Diego City, Mesa, Miramar Colleges and the College of Continuing Education have partnered with Keenan SafeColleges to provide a mandatory online training to help Work Experience students understand and prevent sexual harassment in the workplace.

As a Work Experience student, you are required to complete the Keenan Sexual Harassment Training. This training includes workplace expectations, laws, and guidance regarding sexual harassment in the workplace.

You will automatically receive an email from the San Diego Community College District (SDCCD) outlining student requirements at the time of enrollment. If you need to update your email address, please contact Jessica Dekoekkoek at (jdekoekkoek@sdccd.edu).

Following the SDCCD email, you will receive an invitation and link sent directly from Keenan SafeColleges with easy steps to follow to complete the training.

On average, the required training takes one hour to complete.

- 1) Use your web browser to go to the Keenan SafeColleges Students website:**
<https://sdccdstudents-keenan.safecolleges.com/>
- 2) Enter your Username**
 - Your username is provided in the Keenan invitation sent directly to your email
- 3) Complete the online training**

Important Things to Know:

1. You must complete the training prior to logging your Work Experience hours.
 - It is highly recommended that you complete the training *prior* to the Add/Drop deadline.
2. You will receive weekly reminders from Keenan until the training is complete.
3. Once you have completed the training, you will have 12 months before you must re-take the training.

If you have any questions about this required Sexual Harassment Prevention Training, please reach out to your instructor or the Work Experience Coordinator at your college.

Thank you for your cooperation in promoting a safe learning environment for everyone.