

Data Security Courses:

The online data security courses can be accessed by visiting the United Educators training platform learn.ue.org/login2.aspx. All employees have been pre-registered for applicable courses. Please log in using your Salve Regina email address and either the password you were originally provided or if you've already accessed the system, the unique password you created. If you do not have a computer to use at your workstation, please consult with your supervisor to determine where you may take the training on campus.

Employees hired in 2019 who have previously completed all required trainings will not be required to complete the trainings. Reports will be sent periodically to all supervisors and/or chairs with completion/non-completion information for each of their respective employees.

All staff, faculty, supervisors/chairs will be required to take the following data security courses:

- Malware
- Passwords
- Phishing
- Physical Security and Unintended Disclosures

To confirm completion of the 2019 required trainings please follow the below steps:

- Login to the EduRisk learning portal
- Click on the My Completions link – you will see a list of active courses and completed courses
- Only those courses with a completion date of 2019 will count towards the 2019 training requirements.

For questions regarding training content or Salve policies, contact Tasha Estrella at tasha.estrella@salve.edu or (401) 341-2119.

For technical questions specific to the learning portal, as well as user FAQs, visit portalhelp.ue.org. You may also use their [online chat system](#) or call (844) 348-3650.

If you experience software problems or technical difficulties related to your computer, call the Salve Help Desk at (401) 341-7777.