

Mandatory Trainings (Ready July 1st)

To access KatyNet from home:

- Log in to katyisd.org
- Click on *Staff* (top right).
- Type in your district ID / Password, which will take you to KatyNet home page. (You will receive your ID at your New Hire Meeting.)
- Click on *Mandatory Trainings* on the right side of the screen.
- View each of the trainings.
- When you begin the school year:
 - ✓ Make a copy of the form included at the end of the Harassment/Sexual Harassment Ppt and sign it.
 - ✓ Print out the *Mandatory Trainings At-A-Glance* page.
 - ✓ Sign and turn in these 2 pages to your campus or dept. secretary.

To access KatyNet from school:

- Log in with your district ID and Password. (You will receive your ID at your New Hire Meeting.)
- Click on the internet explorer icon— you are now on the intra-district KatyNet home page.
- Click on *Mandatory Trainings* on the right side of the screen.
- View each of the trainings.
- When you begin the school year:
 - ✓ Make a copy of the form included at the end of the Harassment/Sexual Harassment Ppt and sign it.
 - ✓ Print out the *Mandatory Trainings At-A-Glance* page.
 - ✓ Sign and turn in these 2 pages to your campus or dept. secretary.