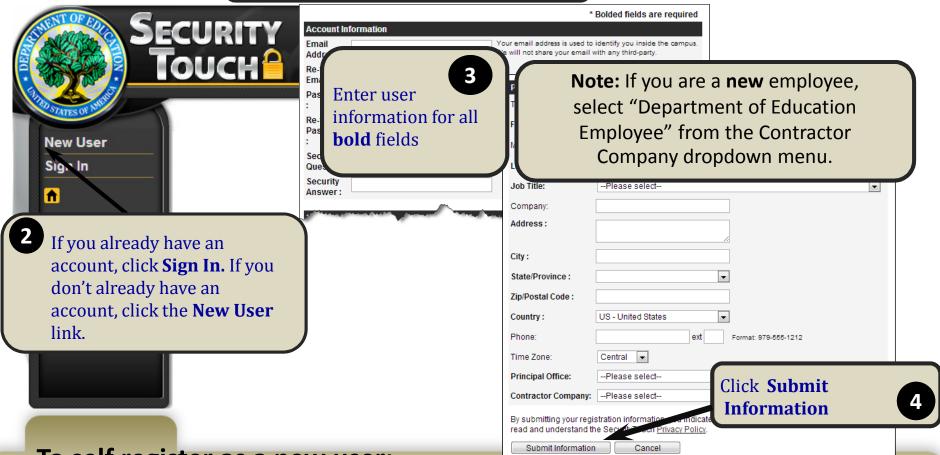
Welcome to SecurityTouch



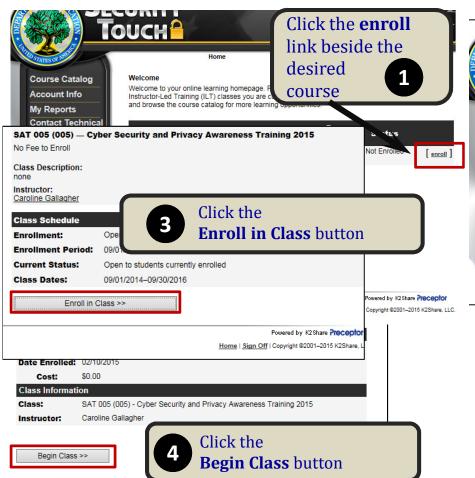
https://Security.loucn.ea.gov





To self register as a new user:

- 1. Go to https://securitytouch.ed.gov/
- 2. If you already have an account, click **Sign In** and move to the next page of instructions. If you don't already have an account, click the **New User** link.
- 3. Complete, at a minimum, all bold fields in the Account Information and Personal Information sections. If you are a new employee, select "Department of Education Employee" from the Contractor Company dropdown menu.
- 4. Click the **Submit Information** button.





To access Cyber Security and Awareness training:

- 1. Click the enroll link next to SAT 005 Cyber Security and Privacy Awareness Training.
- 2. Click the **More info** button.
- 3. Click the **Enroll in Class** button.
- 4. Click the **Begin Class** button.
- 5. Click the link to enter the course.

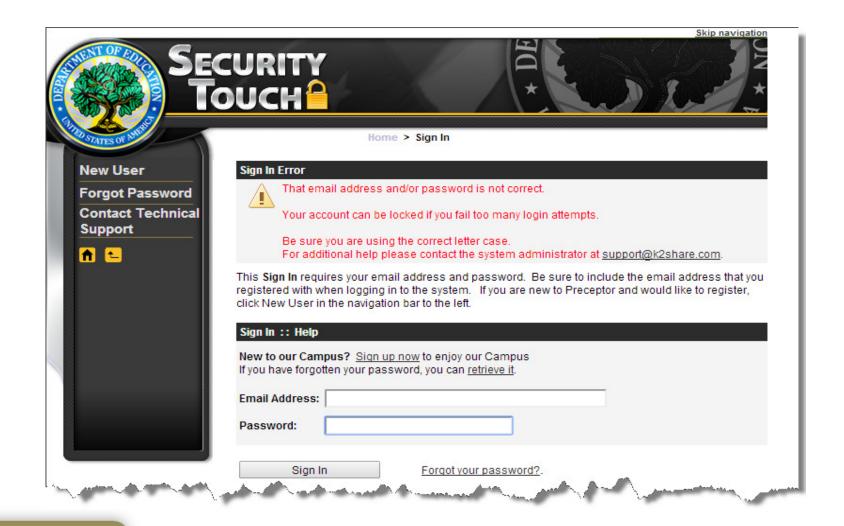
Note: Per FISMA Guidelines, all Department employees and contractors must complete Cyber Security and Privacy Awareness Training. Training completion is also required before accessing Department information.

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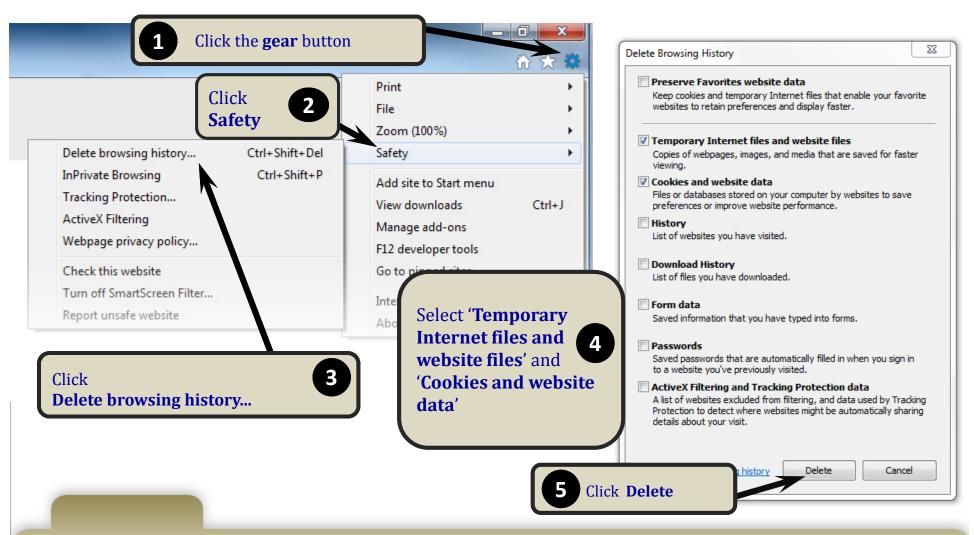
To download your completion certificate:

- 1. From the campus homepage, click the Account Info link.
- 2. From the Account Info page, click the **Transcript** link.
- 3. Click the link for the Cyber Security and Privacy Awareness Training.
- 4. Click the **Print Certificate** link to download and print your completion certificate.



Trouble Logging in?

The two most common issues users experience when logging on to the SecurityTouch campus are forgotten passwords and browser caching issues. This job aid describes how to address both of these issues.



To clear your cache:

- 1. In Internet Explorer, click the **gear icon** on the top right toolbar.
- 2. Click the **Safety** menu option.
- 3. Click the **Delete browsing history** option.
- 4. In the pop-up window, make sure at least the 'Temporary Internet files and website files' and 'Cookies and website data' checkboxes are selected.

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5. Click the **Delete** button.

Go to https://securitytouch.ed.gov/sign_in.k2



To log on if you've forgotten your password:

- 1. Go to https://securitytouch.ed.gov/sign_in.k2.
- 2. Click the **Forgot Password** option in the Navigation Pane or the **Forgot your password?** link beside the Sign In button.
- 3. Enter your email address and click the **Continue** button.
- 4. Answer the security questions and click the Submit button.
- 5. You'll be prompted to enter a new password.



Still having trouble?

Contact the SecurityTouch Help Desk by calling 1-877-612-HELP (4357) or email support@k2share.com for assistance.

The hours of operation are weekdays 8am-8pm ET.