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| **PREM:** |  |
| **CLOUD:** | Course added to profile |
| **Domain:** | Senior Advisors ??? or Use a group/AT |
| **Action Name:** | Online@BCG Senior Advisors |
| **Code:** | CLOUD CODE - <https://bcg01.egnyte.com/dl/xm1maNgQYW> |
| **Named Quires:** | Learner |

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| **Subject**: Your Action Needed: Online@BCG Training for Senior Advisors |
| Dear Senior Advisor,  Here at BCG, we are all online in some capacity and, as part of the BCG community, we are all expected to uphold BCG's values and act responsibly online.  Hence, as a member of the BCG community, we strongly encourage you to complete the Online@BCG training module. This course will familiarize you with BCG's social and digital communications policy, BCG's values, and educate you on how to conduct yourself online while working at BCG. This module will also help you navigate the grey areas of being online by providing you with useful information and testing your knowledge on the subject.  **[Click here](http://ow.ly/yGpI30nkciD)** to access the training module assigned to you on BCG's learning platform - LAB.  What you need to know:   * The course will take approximately 30 minutes to complete * At the end of the course, please complete the electronic acknowledgement to ensure a successful completion * If you do not have LAB access, please utilize the manual training material using the link below:   + [**Online@BCG Manual Training**](https://bcg01.egnyte.com/dl/P9xVDJprrb)   + Once you've reviewed the training materials, please download and sign the acknowledgement form that is embedded within the training material and email it to [compliancetraining@bcg.com](mailto:compliancetraining@bcg.com) to record a successful completion   Who you can ask questions:   * If you can't access the manual training, please contact your local HR representative for further action * For technical issues accessing the module via LAB, please contact the [Service Center](http://its.bcg.com:8082/#?%0Asid=194) for support * For all other questions about the module, please contact [compliancetraining@bcg.com](mailto:compliancetraining@bcg.com)   Kind regards, BCG's Compliance Team  Best practices for accessing the training easily and without interruption are as follows:   * Complete the training online in LAB using Internet Explorer or Google Chrome as your browser * Ensure you have a strong internet connection and are connected to the BCG network, either directly in the office (preferred) or through the VPN * Close down other programs that are running to free up network bandwidth |