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*TraCorp is a learning platform utilized by the Arizona Department of Economic Security.  
Log in credentials are required to access its content.*

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## How to Create a Non-State Worker Account in TraCorp

1. Go to <https://adoa.server.tracorp.com/novusii/application/login/>

2. Click CREATE NON-STATE WORKER ACCOUNT

### Log In

Username

Password

[Forgot Password?](#)

LOG IN

CREATE NON-STATE WORKER ACCOUNT

3. Complete the Required Information, Access Code and Additional Registration fields.  
The access code is cc281369
4. Click CREATE ACCOUNT  
You'll be taken back to the login page when your account has been successfully created.
5. You will receive an email with your login information including an auto-generated username and the password you created.

**NEED HELP?**

DESTrainingSolutions@azdes.gov

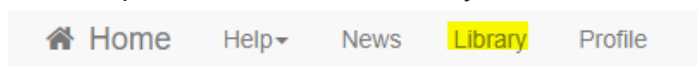
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*TraCorp is a learning platform utilized by the Arizona Department of Economic Security.  
This is where you will access the Civil Rights Computer Based Training*

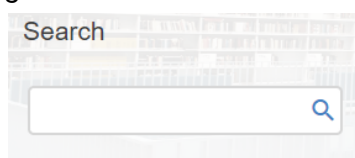
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## How to Access Civil Rights Training in TraCorp

1. Log in to [TraCorp](#)
2. On the top menu ribbon, click Library



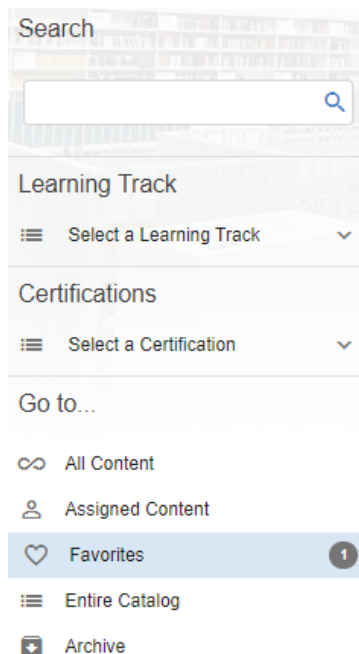
3. In the search box , type DECAD6010 Annual Civil Rights Training for SNAP-O and click the magnifying glass



4. Under the course result, click [LAUNCH THIS CONTENT](#)

### **Helpful tip**

To access this course quickly in the future, add it to your favorites by clicking ADD TO FAVORITES which is to the right of LAUNCH THIS CONTENT. You can then get to it by clicking on your Favorites.



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