

Emtrain is a Learning Management System the Bay Club uses to implement mandatory and optional training tools to every Associate. As a Bay Club Associate, it is required that you access your Emtrain account throughout your employment as new requirements are assigned.

LOG-IN INSTRUCTIONS

Accessing training is as easy as 1-2-3!

- If you didn't receive your personalized link, visit the login in page at https://bayclubs2.ai.emtrain.com/home (this link can also be found on your ADP Portal)
- 2. Log in to Emtrain for the first time using either your email address or Employee ID as your username, and Emtrain123 as the default password. You will then be prompted to create a new password.
- 3. Check out your assignments and start learning! Assignments can be found by clicking "To Do" in the upper left-hand corner.

STAY UP-TO-DATE

To make it even easier, if you have an email address linked to your Emtrain account, you will receive your required assignments and completion certificates via email. To add or change your email address visit https://my.adp.com.

LANGUAGES & CLOSED CAPTION

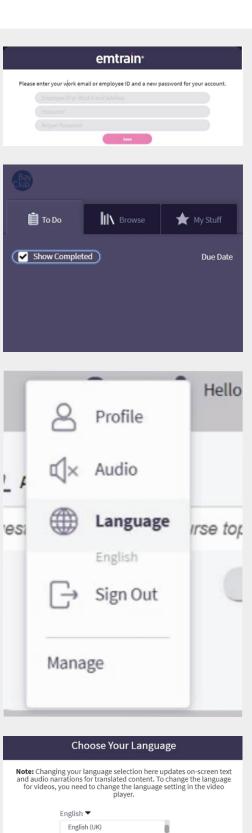
Many of the required courses are offered in multiple languages. Once you log in and click on the training course, click your first initial next to your name in the upper right-hand corner of your screen. Then click "Language" to access additional languages. This will convert all text into that language.

To turn on closed-captioning for the videos, after clicking the "Play" button, click on the "CC" button at the bottom right-hand corner of the video. This will add translation to all videos within the course.

QUESTIONS & INFORMATION

Please contact us at HR@bayclubs.com.





Spanish (Mexico)

Albanian - Shqiptare

Cancel