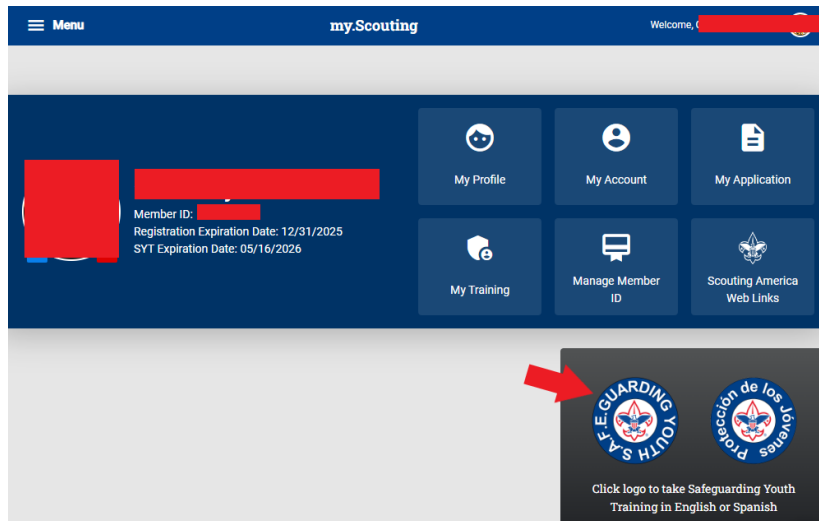


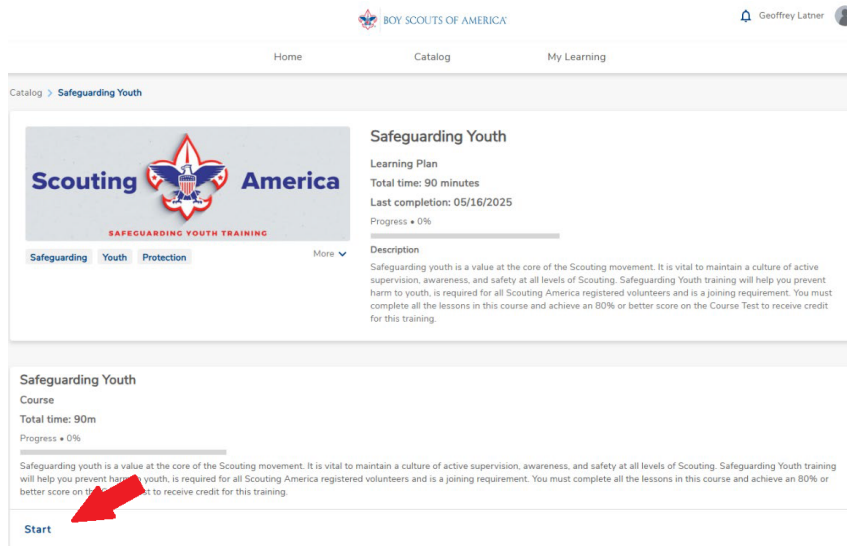
HOW TO GUIDE FOR TAKING S.A.F.E. YOUTH TRAINING

(Recommended Browsers are Google Chrome for the PC or Safari for the MAC).

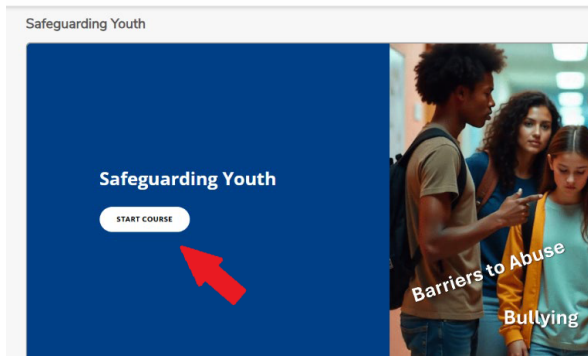
1. Go to <http://my.scouting.org>
2. Enter your login name and password.
3. On the opening page of my.scouting.org, click on the Safeguarding Youth logo for English or Spanish.



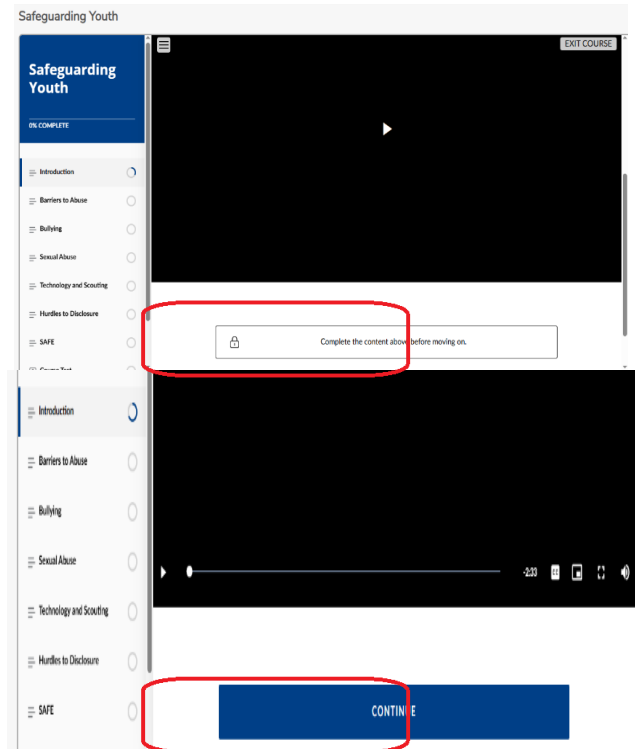
4. On the Safeguarding Youth page of the Scouting America Learn Center, select the “Start” or “Retake” button to add Safeguarding Youth Training to your account.



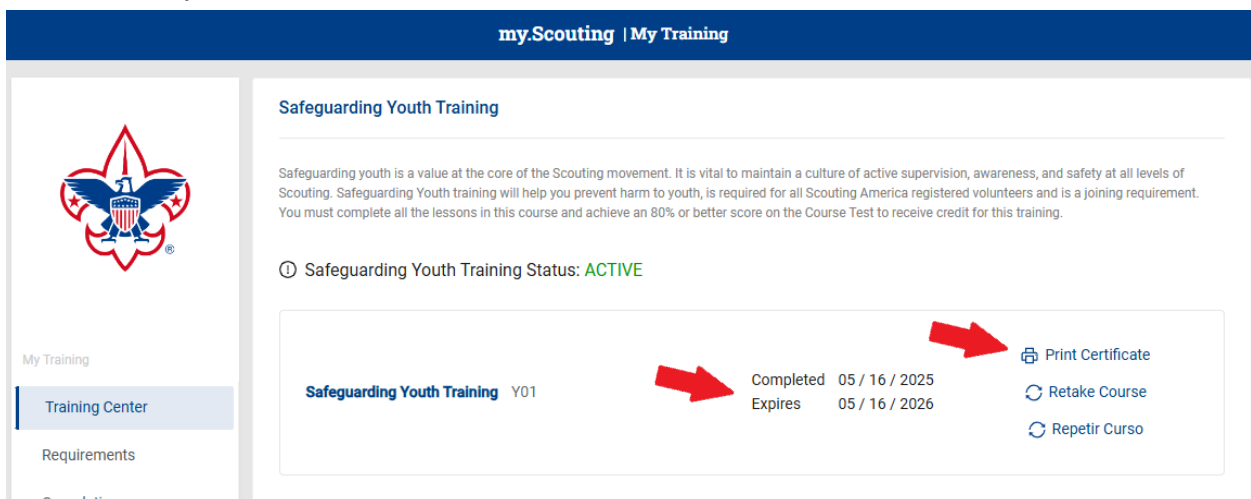
5. Select the “Start Course” button on the middle of your screen. When you are ready to begin training, select the play button. The navigation controls will be locked until the module video finishes.



NOTE: You will not be able to fast forward until the video finishes playing for each slide. Once the audio is completed, the “Continue” button will appear.



6. The S.A.F.E. training consists of 90 minutes of videos and a course test. To be considered trained, you must complete all videos.
7. When all the modules and the test have been completed, you will see a Y01 completion along with the date you completed the training will show on my.Scouting.org by selecting “My Training” on the Home screen.
8. You may now either take a screen shot or print out a certificate by selecting the “Print Certificate” option.



NOTE: If you have already completed the 90-minute version of the training and your training is not yet expired, you may take the 20-minute refresher course each year instead of having to retake the whole course again.