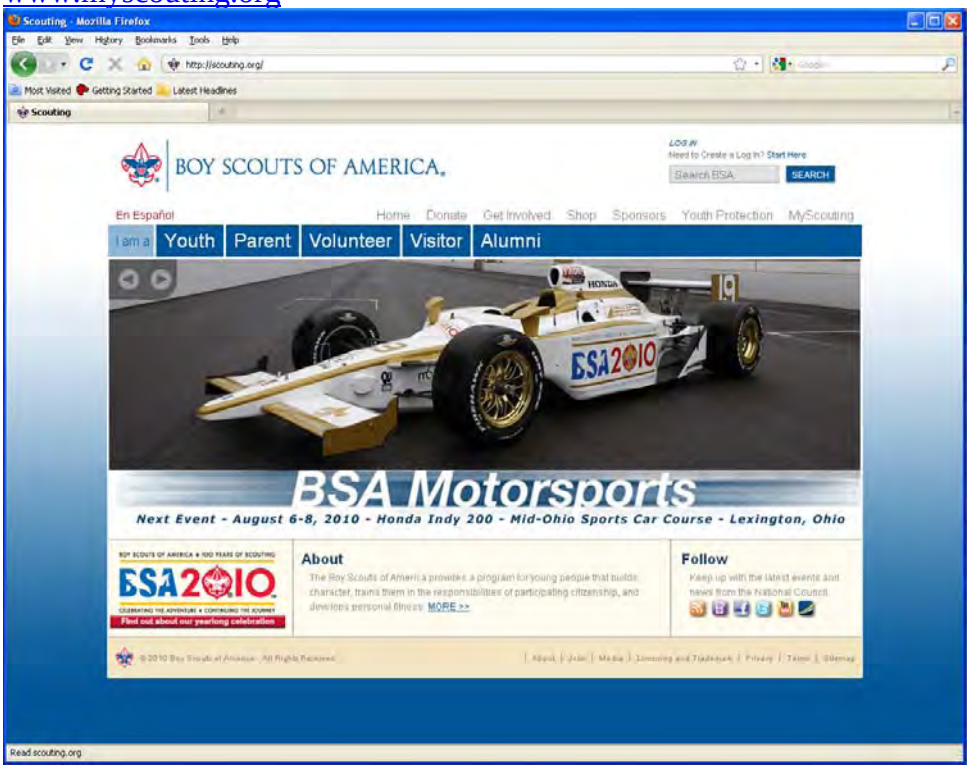
BSA
Youth Protection Training
Users Guide

GREATER NIAGARA FRONTIER COUNCIL

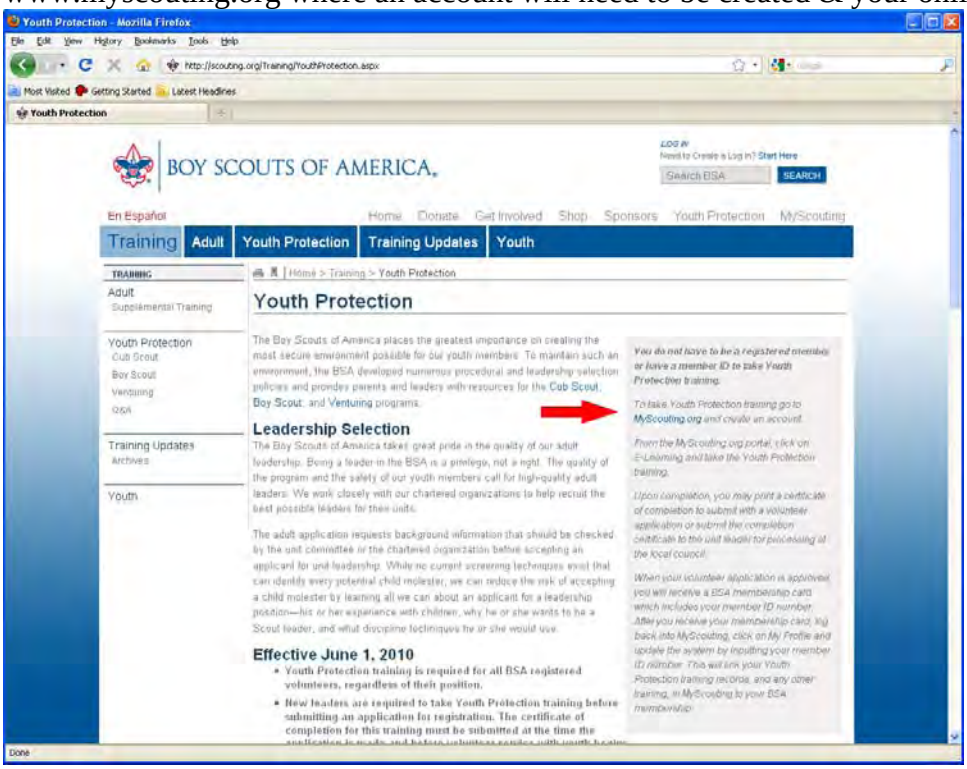
BSA Youth Protection Training Users Guide

A valid e-mail address is needed for the required account registration

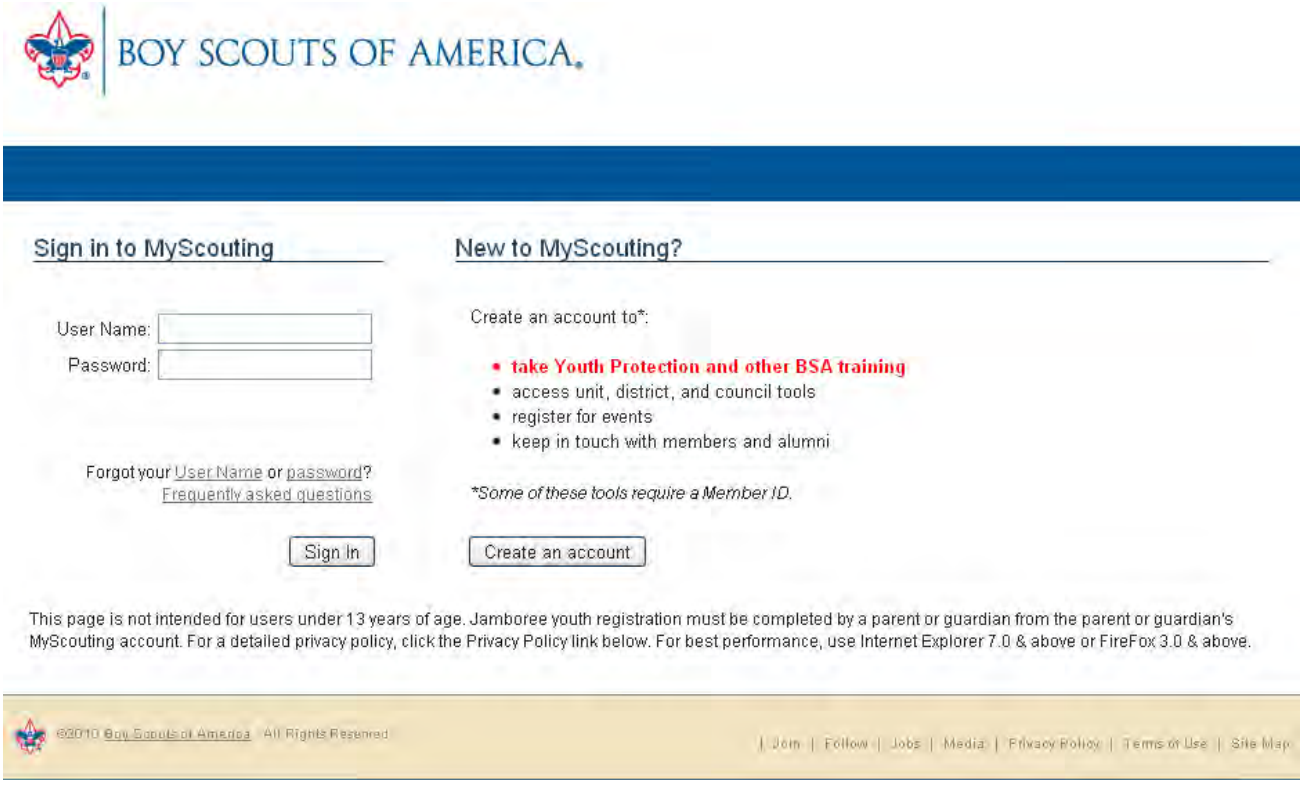
1.) Either visit the Boy Scouts of America main website at www.scouting.org or go directly to www.myscouting.org



2.) Click on the Youth Protection tab, which will bring you to this page. From here click on the link: www.myscouting.org where an account will need to be created & your online training will be done.



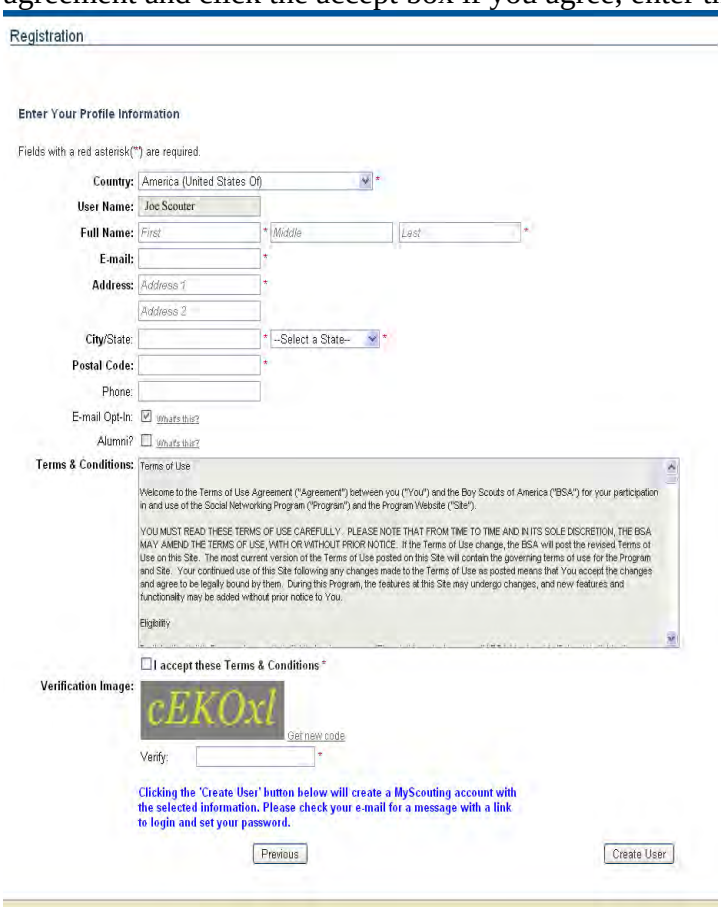
3.) If you have an existing account sign in and jump to step number 11 of this guide, otherwise click the "Create an account" button



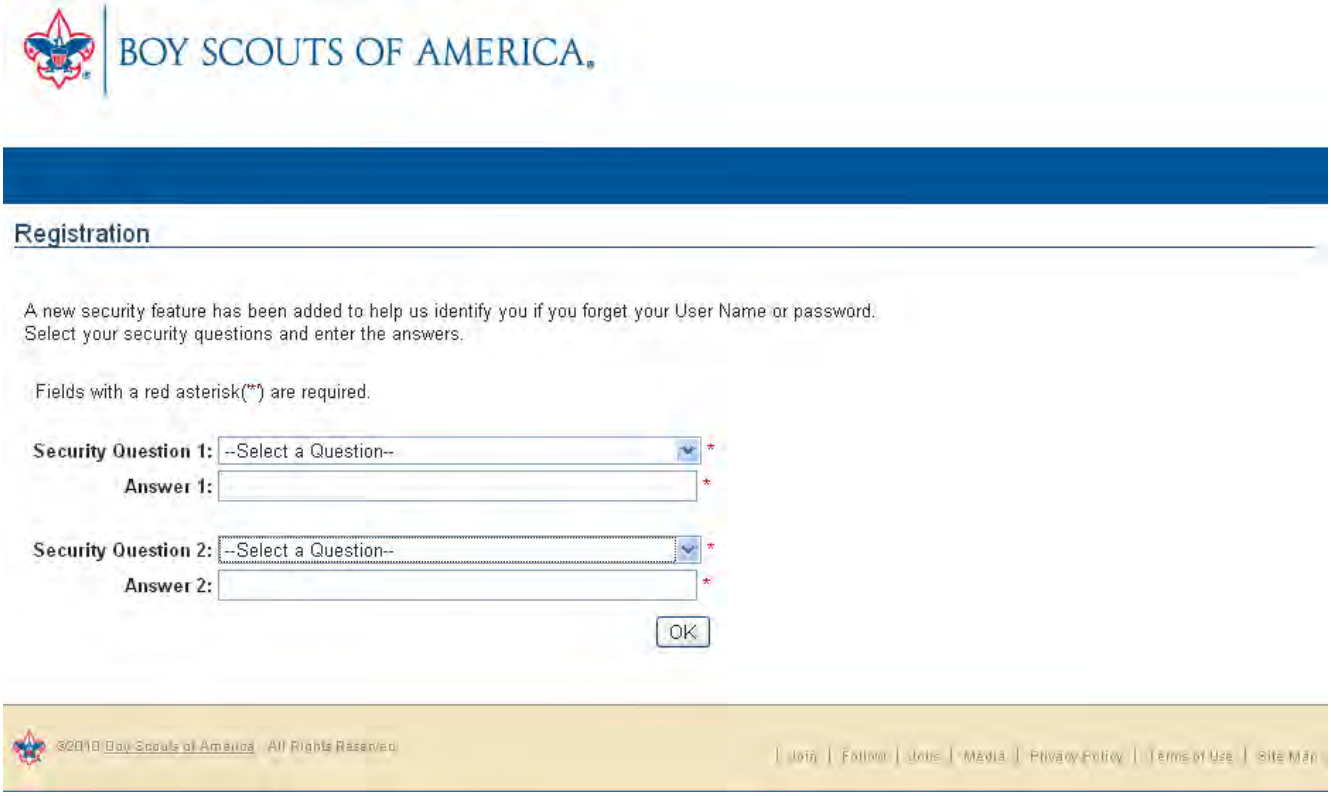
4.) Type in a username you want to use for this training (click "Check User Name Availability" to see if your name has been used yet) and for other functions available at www.myscouting.org then click next

5.) If you received a member ID from Council click “I know my member ID” circle otherwise click “I am new and don’t know my member ID, or I am not a member” circle (member IDs can be added at a later time) then click the Next button

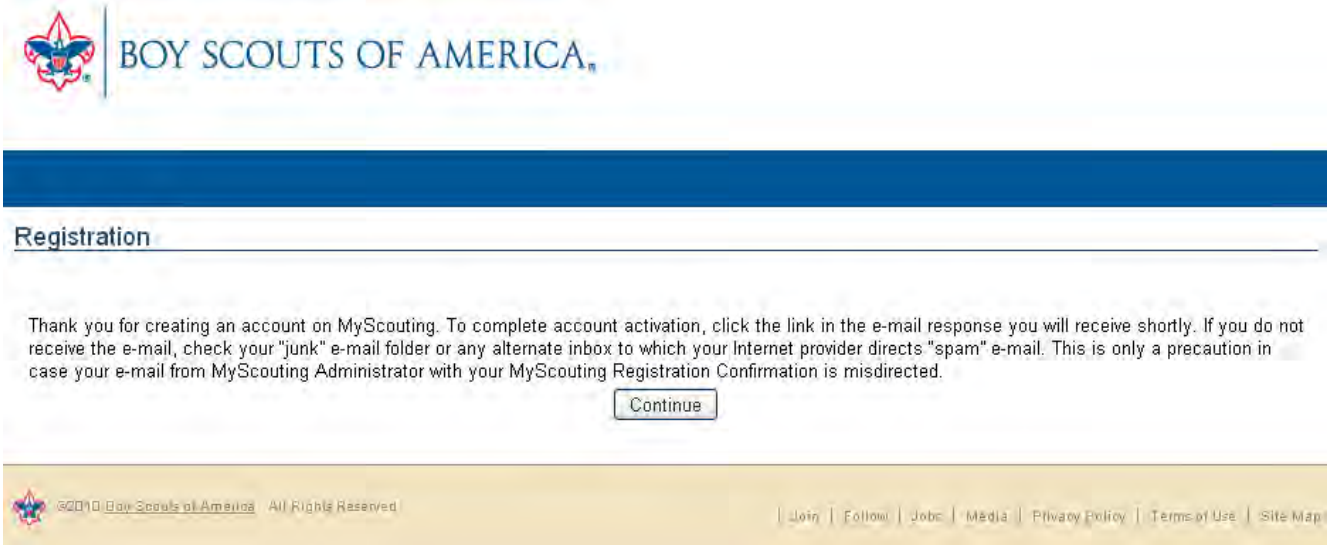
6.) Fill in your personal information for record keeping & training tracking, read the terms & conditions agreement and click the accept box if you agree, enter the security code and then click “Create User”



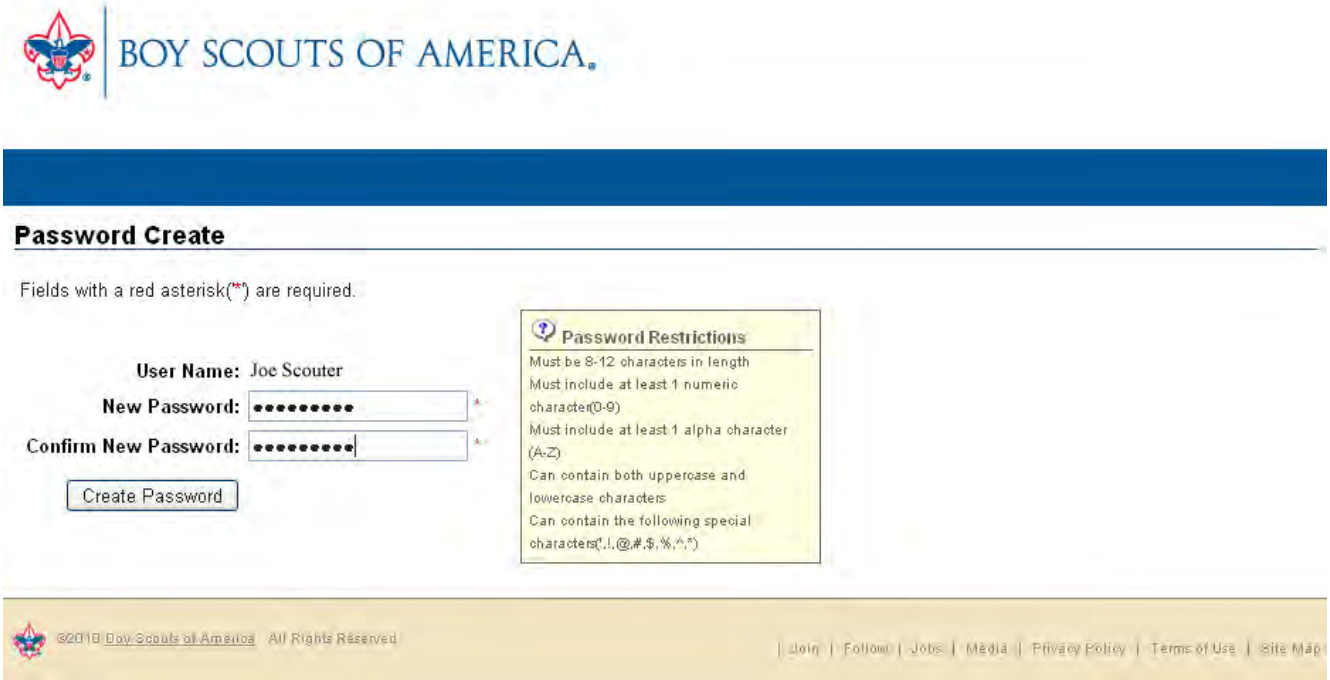
7.) Next you will be asked to create two security questions in the event your password is lost or a security issue arises. Choose the two questions, answer them with something you will remember and click OK



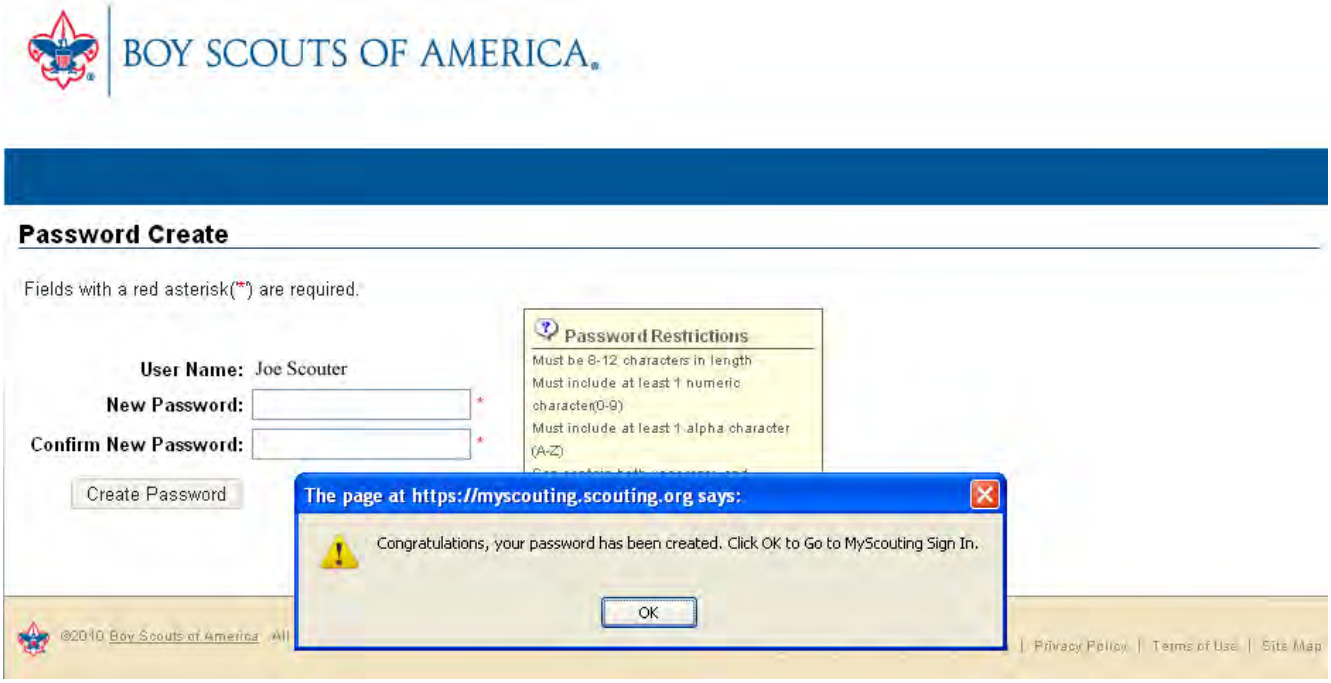
8.) Your registration is complete and your password will be sent to your e-mail (to confirm your e-mail address is correct), click continue and check your secured e-mail for your registration information.



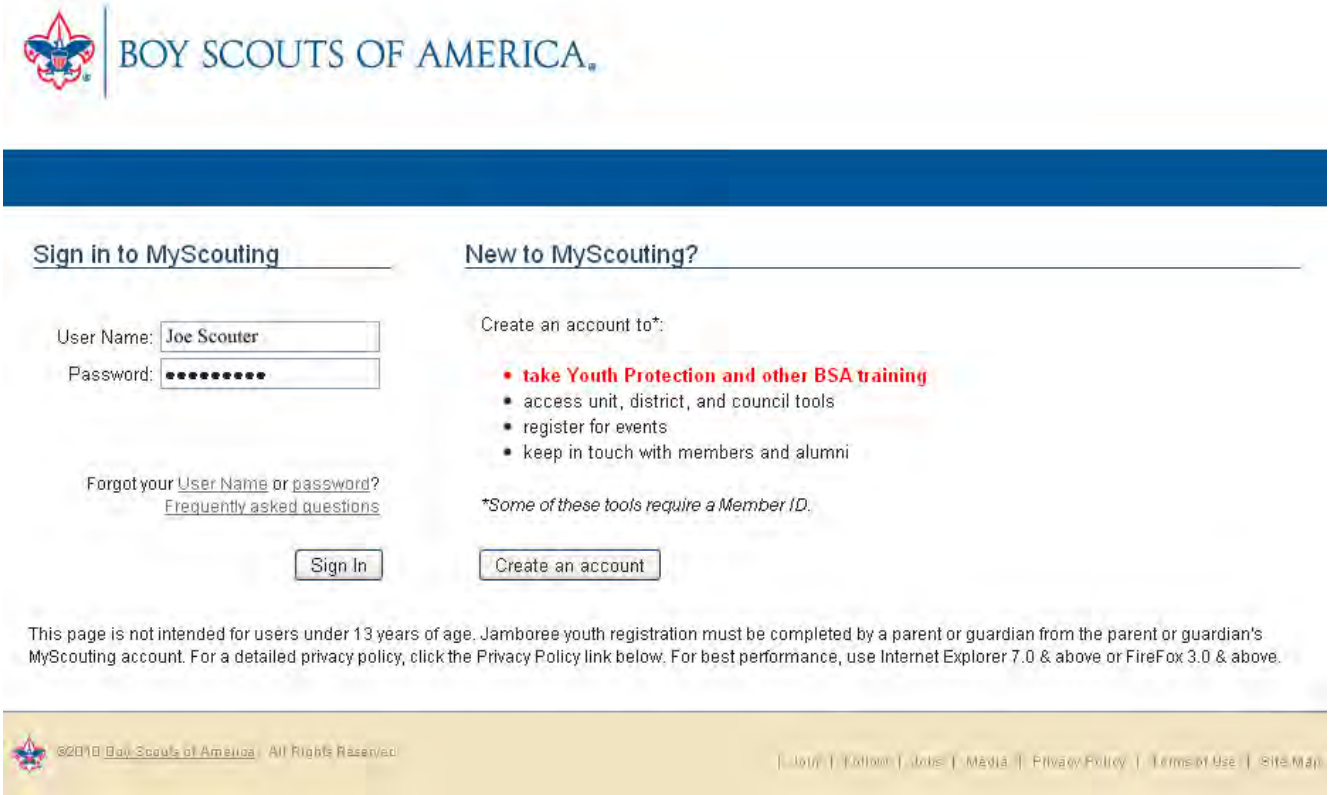
9.) Click on the link in the e-mailed that should have been sent to you - here you will be asked to create a password and input it a second time to confirm it is what you meant to type, click: Create Password



10.) If it is correct and the password restrictions were followed you should get a congratulation message, click ok to go to the MyScouting Sign in page



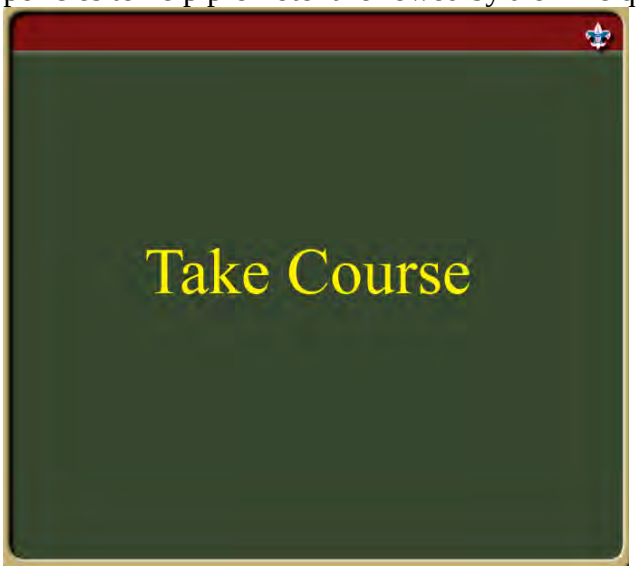
11.) Once your account name and password are created you can now sign in to MyScouting



12.) Once you are signed in click the E-Learning link to the left - a course list of courses available to you will be displayed (green arrow in the example below)

13.) Courses with a yellow circle are available for you to take and have not been completed – click: Take Course (next to the Youth Protection Training course name)

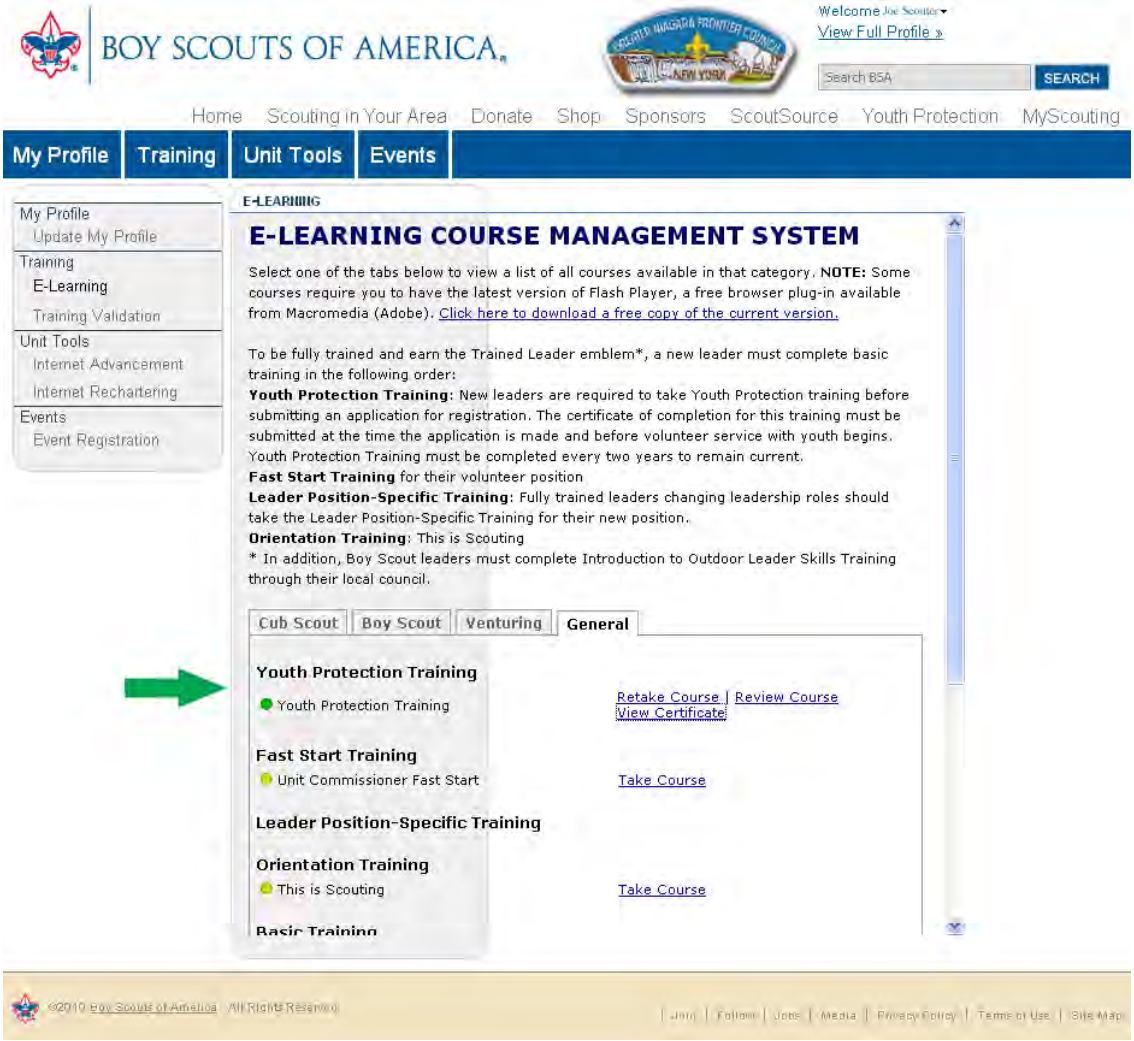
14.) The course will consist of a series of slides and videos explaining youth protection and the BSA policies to help promote it followed by a online quiz



15.) You should be watching a video at this point, if nothing is showing check that you have the necessary video player and other required software and hardware

16.) After the training and quiz are complete a page asking you what to display on your certificate will appear, enter your name and unit number (unit you will be working with) and click: Next

17.) Once the training is complete the yellow circle in the main course listing will change to green and an additional link will appear to view your certificate, retake the course, or review the course



18.) Example of what the certificate looks like