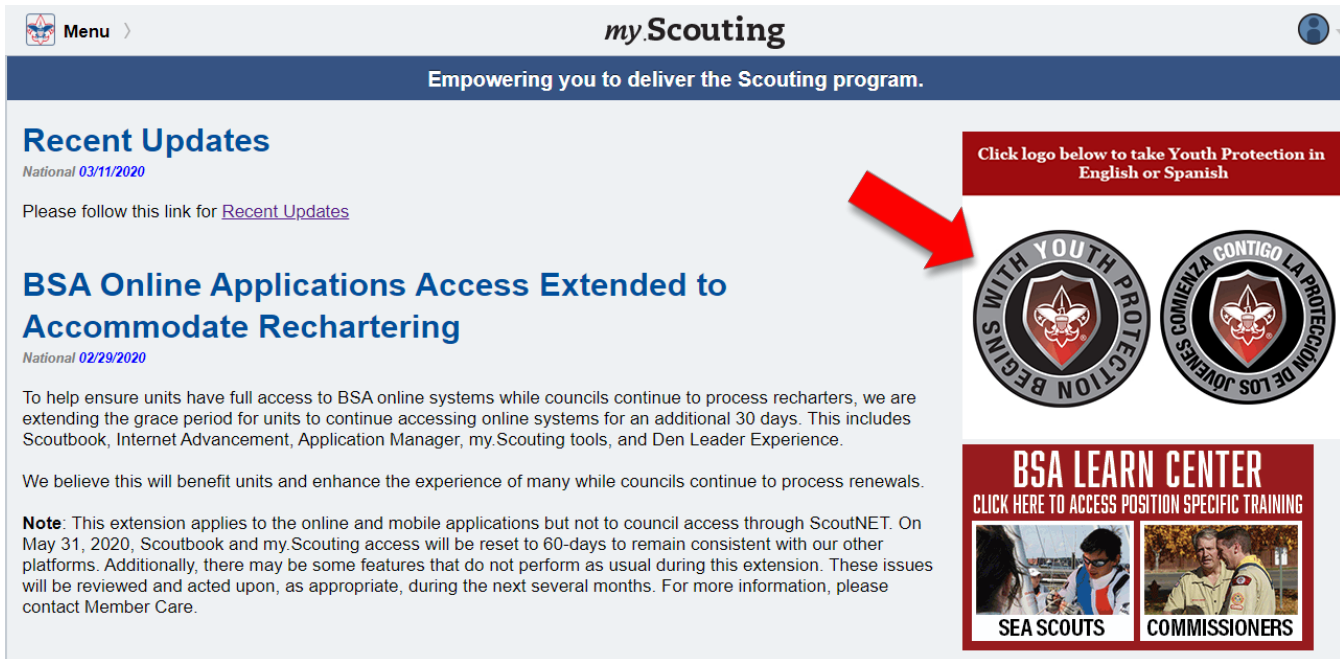


HOW TO GUIDE FOR TAKING YOUTH PROTECTION TRAINING

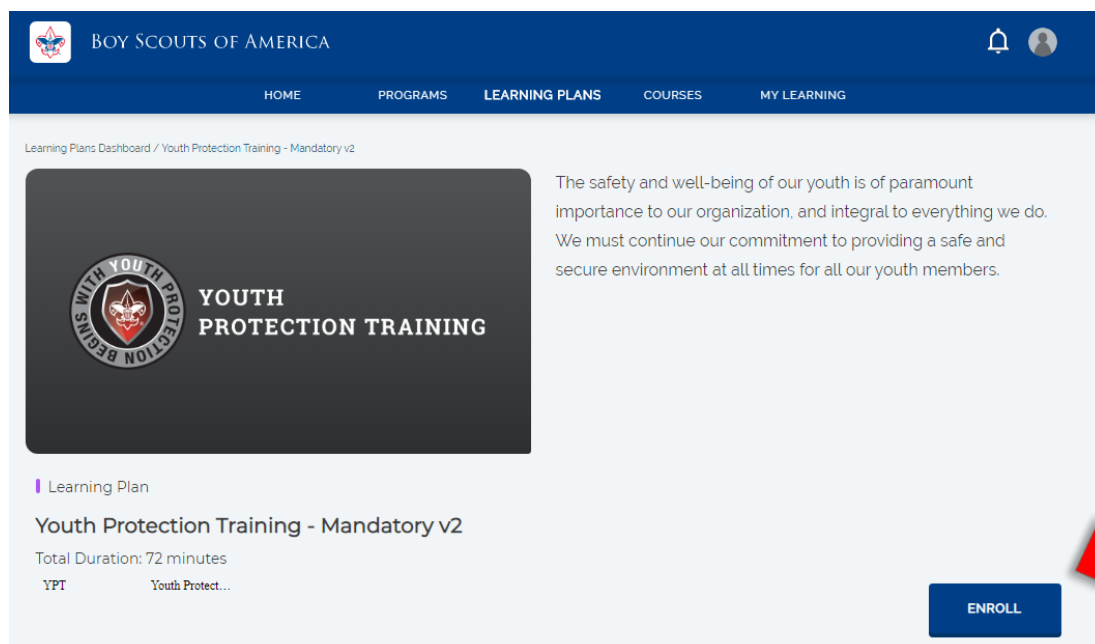
(Recommended Browsers are Google Chrome for the PC or Safari for the MAC).

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 Youth Protection logo for English or Spanish.



The screenshot shows the my.Scouting homepage. At the top, there is a navigation bar with the my.Scouting logo and the tagline "Empowering you to deliver the Scouting program." Below this, there are several sections. On the left, there is a "Recent Updates" section with a link to "Recent Updates" and a section titled "BSA Online Applications Access Extended to Accommodate Rechartering". On the right, there is a red banner with the text "Click logo below to take Youth Protection in English or Spanish" and two circular logos for Youth Protection Training in English and Spanish. Below this banner is another red banner for the "BSA LEARN CENTER" with the text "CLICK HERE TO ACCESS POSITION SPECIFIC TRAINING" and two images labeled "SEA SCOUTS" and "COMMISSIONERS". A red arrow points from the text in step 3 to the Youth Protection logos.

4. On the Youth Protection page of the BSA Learn Center select the enroll button to add Youth Protection training to your account.

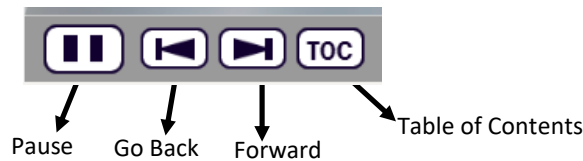


The screenshot shows the BSA Learn Center page for Youth Protection Training. At the top, there is a navigation bar with the BOY SCOUTS OF AMERICA logo and the text "BOY SCOUTS OF AMERICA". Below this, there is a navigation menu with links for HOME, PROGRAMS, LEARNING PLANS, COURSES, and MY LEARNING. The main content area is titled "Learning Plans Dashboard / Youth Protection Training - Mandatory v2". It features a large graphic with the Youth Protection Training logo and the text "YOUTH PROTECTION TRAINING". Below this, there is a section titled "Learning Plan" with the text "Youth Protection Training - Mandatory v2" and "Total Duration: 72 minutes". At the bottom right, there is a blue button labeled "ENROLL". A red arrow points from the text in step 4 to the ENROLL button.

5. Select the arrow button on the middle of your screen. When you are ready to begin training select the START button on the module.

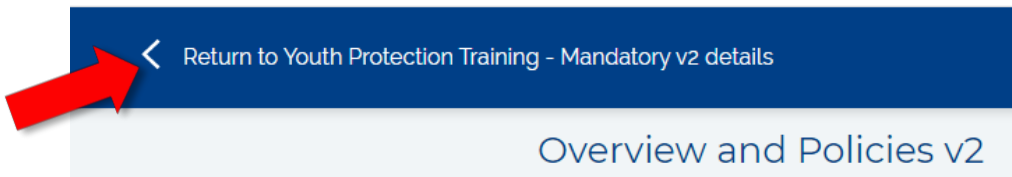


Navigation tools include:

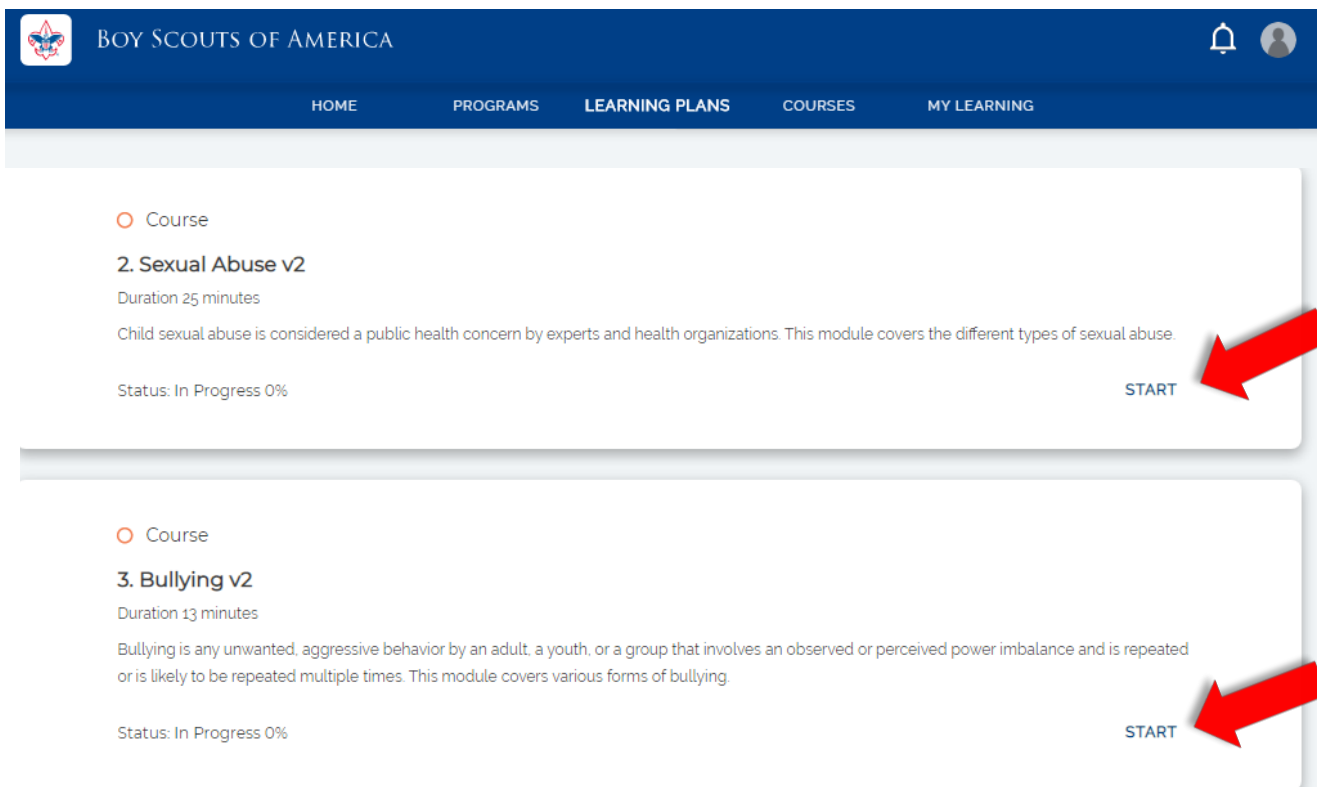


NOTE: In order to meet timing for state regulations, you will not be able to fast forward (button will be grayed out) until the audio finishes playing for each slide. Once the audio is completed, the forward button will appear. Click the forward button to proceed.

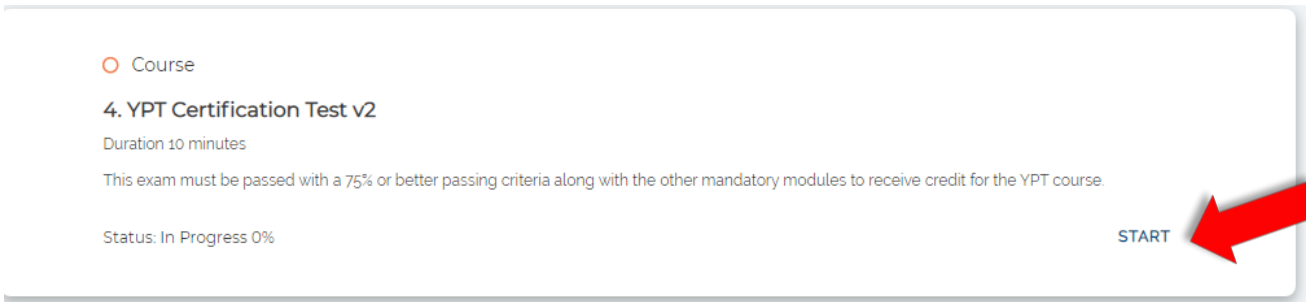
6 Upon completion of each course select the arrow to “Return to Youth Protection Training”.



7 You may now complete the other 2 modules by selecting the START button.



8 The Youth Protection Training consists of three modules and a test module. All four modules will need to be completed to be considered trained for the Youth Protection Training. Once you have completed the 3 courses you may take the YPT Certification Test. Select the START button to take the test.



○ Course

4. YPT Certification Test v2

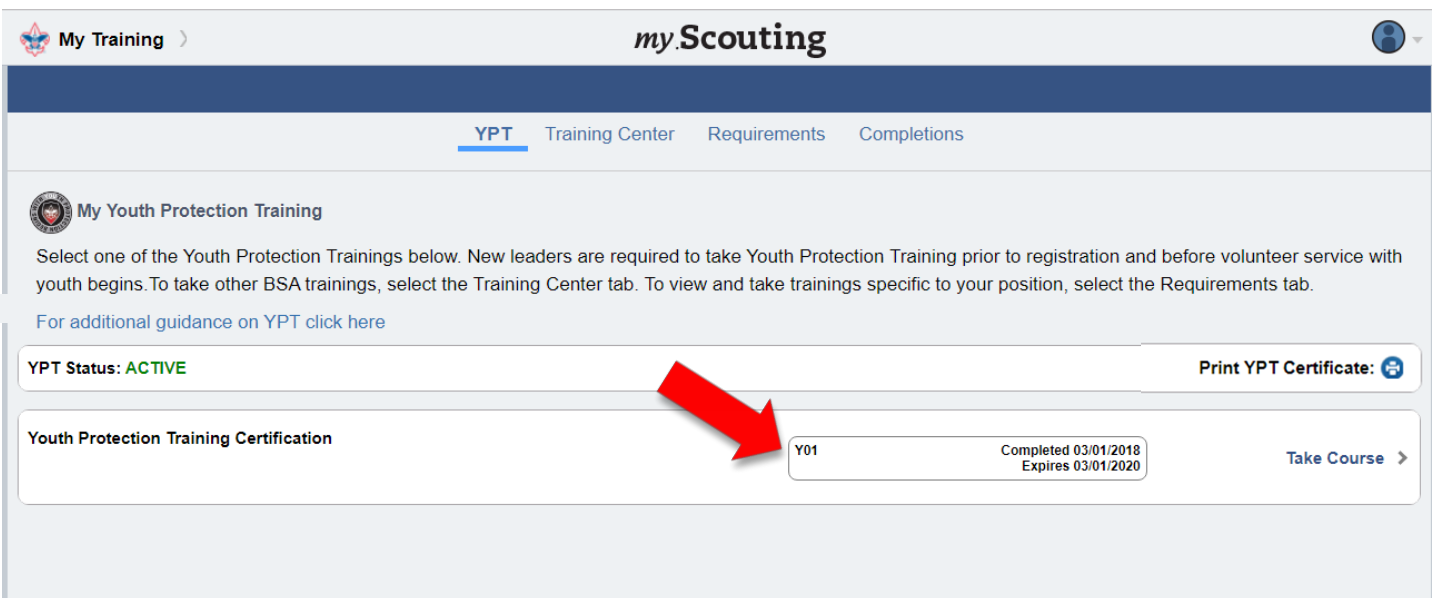
Duration 10 minutes

This exam must be passed with a 75% or better passing criteria along with the other mandatory modules to receive credit for the YPT course.

Status: In Progress 0%

START

9. When the four modules have been completed you will see a YO1 completion along with the date you completed the training will show on my. Scouting.org by selecting from the pulldown menu “My Training” from the “YPT” tab in my. Scouting.org.




My Training > my.Scouting

YPT Training Center Requirements Completions

My Youth Protection Training

Select one of the Youth Protection Trainings below. New leaders are required to take Youth Protection Training prior to registration and before volunteer service with youth begins. To take other BSA trainings, select the Training Center tab. To view and take trainings specific to your position, select the Requirements tab.

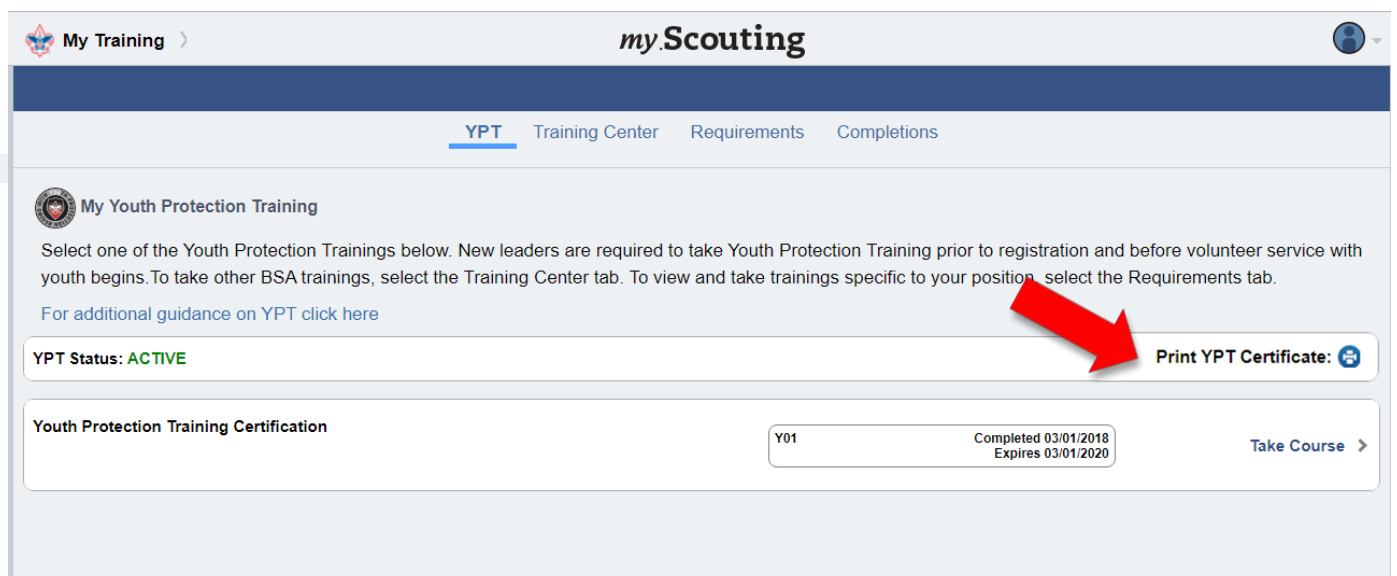
[For additional guidance on YPT click here](#)

YPT Status: **ACTIVE** Print YPT Certificate: 

Youth Protection Training Certification

Y01 Completed 03/01/2018 Expires 03/01/2020 Take Course >

10. You may now print out a Youth Protection Training Certificate by selecting the printer icon.




My Training > my.Scouting

YPT Training Center Requirements Completions

My Youth Protection Training

Select one of the Youth Protection Trainings below. New leaders are required to take Youth Protection Training prior to registration and before volunteer service with youth begins. To take other BSA trainings, select the Training Center tab. To view and take trainings specific to your position, select the Requirements tab.

[For additional guidance on YPT click here](#)

YPT Status: **ACTIVE** Print YPT Certificate: 

Youth Protection Training Certification

Y01 Completed 03/01/2018 Expires 03/01/2020 Take Course >