Registration Instructions Diocese of Youngstown

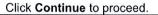
Before completing **Protecting God's Children** training online, all participants <u>must</u> first register with **VIRTUS Online. Please** click on the VIRTUS link to access the VIRTUS Registration page:

https://www.virtusonline.org/virtus/reg_2.cfm?theme=0&org=37364

Or, please register by going to www.virtus.org and click on 'First Time Registrant'.

Create a user ID and a password you can easily remember. This is necessary for all participants. This establishes your account with the VIRTUS program. If your preferred user ID is already taken, please choose another ID. We suggest the use of email addresses as usernames.

Please note: In light of the current health concerns, one prudent and preventative measure we can take is to make the VIRTUS Protecting God's Children training available Online as an option. This change is <u>temporary</u> and will be re-evaluated as public health recommendations continue to evolve.



Provide all the information requested on the screen. Several fields are required, such as: First, Middle & Last Name, Email address, Home Address, City, State, Zip, Phone Number, and Date of Birth.

(Note: Do not click the back button or your registration will be lost.)

Click Continue to proceed.

If you do not have an email address, consider obtaining a free email account at mail.yahoo.com, or any other free service. This is necessary for your VIRTUS Coordinator to communicate with you. If you cannot obtain an email address, enter: noaddress@virtus.org.

Select the <u>PRIMARY</u> location where you work or volunteer by clicking the downward arrow and highlighting the location.

Click Continue to proceed.

Note: If you serve at multiple diocesan locations, you will be prompted to select those additional locations in future screen(s).)

■■ VIRTUS®
■■ Excellence
■■ Builds
■■ Trust



Please growths the Information requested below
DO NOT CLEX THE DACK OUT DO GO TOOK REGISTRATION WALD ELDST

Enter your name as it appears on your driver's license, passport or other governmentissued ID
We need your full, legal name

Solution
First Name
First Name
First Name
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Instruction
Instruct

In this step, <u>DO NOT</u> select the location of your training session - you will pick that later.

We are asking for the primary location where you <u>work</u> or <u>volunteer</u>.

Please select the primary location where you work or volunteer.

Location | Please select | |
| Continue |

Your selected location(s) are displayed on the screen.

Select the role(s) that you serve within your parish or school. Please check all roles that apply.

Additionally, enter your title in the box that best describes your role within the Diocese -- ie. Catechist, Coach, DRE, Eucharistic Minister, Math Teacher, Seminarian, etc.

Click Continue to proceed.

Loc	aten. Assumption Parish (Genova)	~
	Please check of that apply, You must select at lea	et one role.
se select at least on	e primary role you perform at this location	
Candidate for ordination		
Deacon		
Educator	editinatratura el Accesan berati achacia	
Employee (Diocesan Ep		
Employee (ParishParoc	hluty	
Priest		
Volunteer Urgadgessing and assist a part	of action) or mailtiful in the doctors (i.e. callectivitie youth minuting	coaches perch contains to the sick-hamabound attry
rase select any additi	onal roles you perform at this location	
Candidate/Postulant for		
Parishinstitution Emplo Fed prove joiner for practice certification of joint modern	yyee Herina, educativa, or across eroscyeeg) who are employed by a per- directiva of eligibility education partial ministers, music ministers, red	than institution in the discrete Par sectors office branching becomes by personnel, etc.)
Religious Chapter by personal rational	cide	
School Employees Padprora (street for practice)	basine or educative) who are employed by a discountivanth school.	e school apport staff, rommes, etc.)
	have a title please enter it below. do not have a title, please briefly describe what you d	lo



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You have chosen following locations and roles:
Assumption Parish (Geneva) • Volunteer ✓
Are you associated with any other locations?
Yes No
Are you a parent or guardian of a child under 18? Yes No
Do you interact with, work with or come into contact with minors and/or vulnerable adults of this archdiocese/diocese/religious organization? ○ Yes ○ No
Do you manage, supervise or oversee employees or volunteers on behalf of this archdiaceseldlocese/religious organization in any capacity? Yes No
Continue
Have you already attended a VIRTUS Protecting God's Children Session?
Please select the session you wish to attend
O Protecting God's Children for Adults (Online Training)
O Protecting God's Children for Adults (Online Training in Spanish) Continue
Online Training Courses
To begin your online training, please click the title of your assigned training:
Protecting God's Children® Online Awareness Session 3.0 Assigned: 08/10/2020 Due: 08/24/2020
A PROGRAMAND SERVICE OF
THE NATIONAL CATHOLIC RISK RETENTION GROUP, INC.