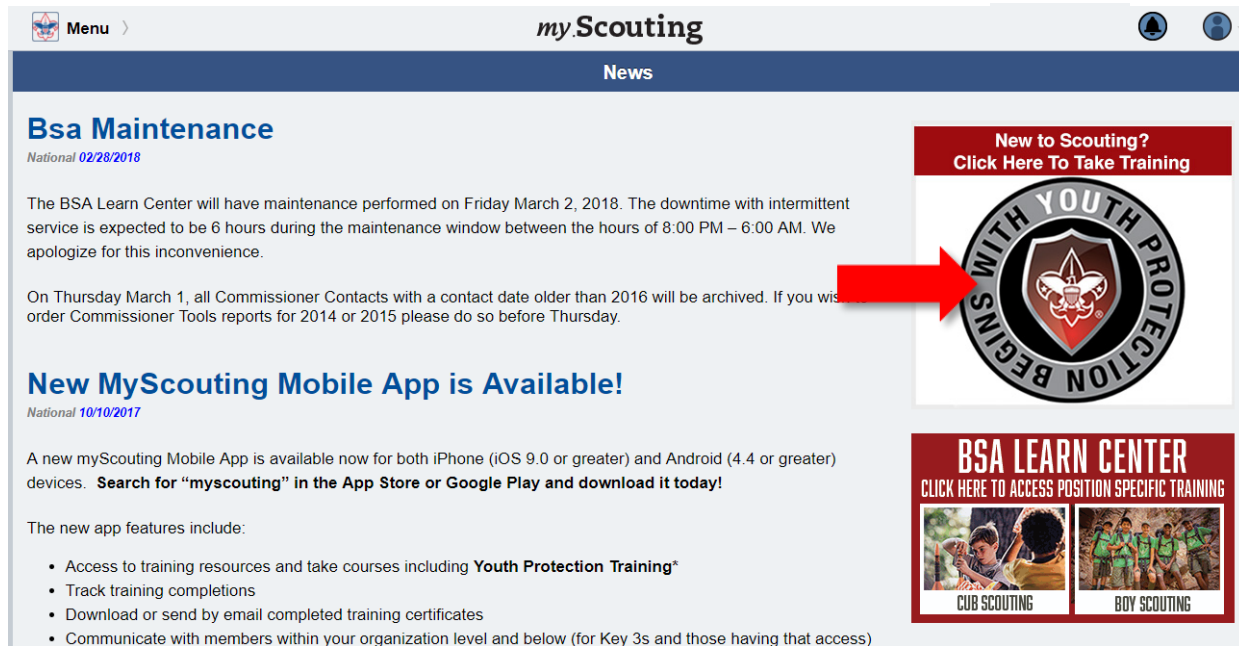


HOW TO GUIDE FOR TAKING YOUTH PROTECTION TRAINING

(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.



Menu > my.Scouting News

Bsa Maintenance

National 02/28/2018

The BSA Learn Center will have maintenance performed on Friday March 2, 2018. The downtime with intermittent service is expected to be 6 hours during the maintenance window between the hours of 8:00 PM – 6:00 AM. We apologize for this inconvenience.

On Thursday March 1, all Commissioner Contacts with a contact date older than 2016 will be archived. If you wish to order Commissioner Tools reports for 2014 or 2015 please do so before Thursday.

New MyScouting Mobile App is Available!


National 10/10/2017

A new myScouting Mobile App is available now for both iPhone (iOS 9.0 or greater) and Android (4.4 or greater) devices. **Search for "myscouting" in the App Store or Google Play and download it today!**

The new app features include:

- Access to training resources and take courses including **Youth Protection Training***
- Track training completions
- Download or send by email completed training certificates
- Communicate with members within your organization level and below (for Key 3s and those having that access)

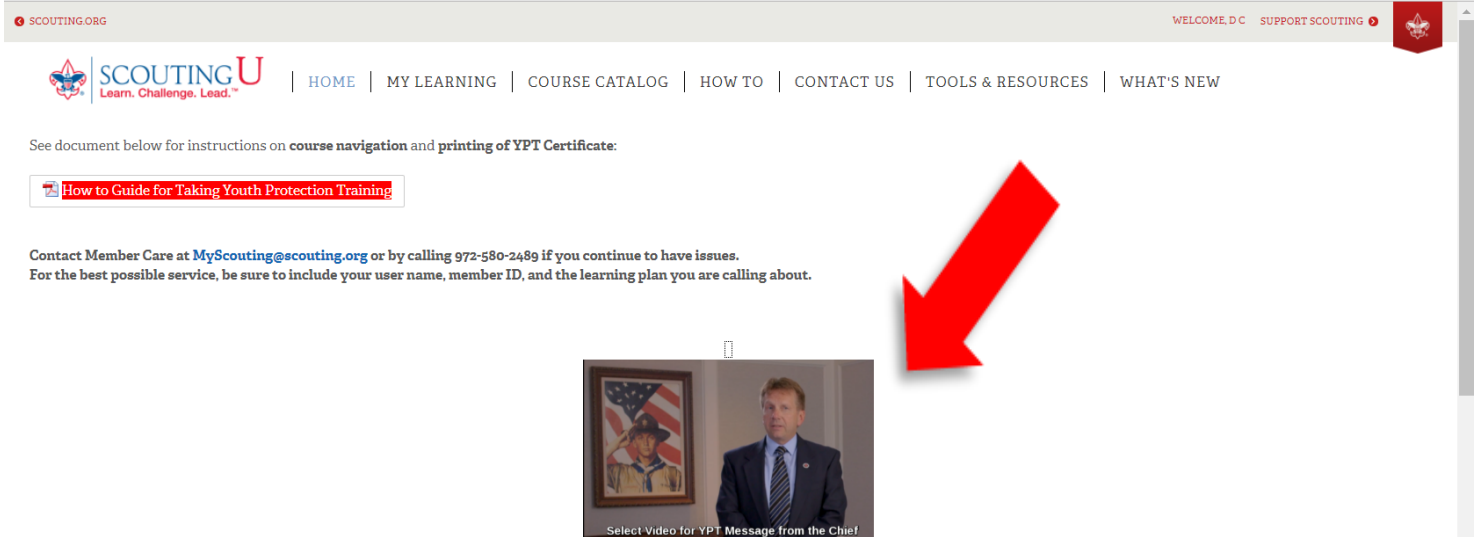
**New to Scouting?
Click Here To Take Training**



BSA LEARN CENTER
CLICK HERE TO ACCESS POSITION SPECIFIC TRAINING

CUB SCOUTING BOY SCOUTING

4. On the Youth Protection page of the BSA Learn Center first view the welcome video from Chief Scout Executive Michael Surbaugh by clicking on the video. It will open and play in another window.



SCOUTING.ORG WELCOME, D.C. SUPPORT SCOUTING

SCOUTING U
Learn. Challenge. Lead.™

HOME | MY LEARNING | COURSE CATALOG | HOW TO | CONTACT US | TOOLS & RESOURCES | WHAT'S NEW

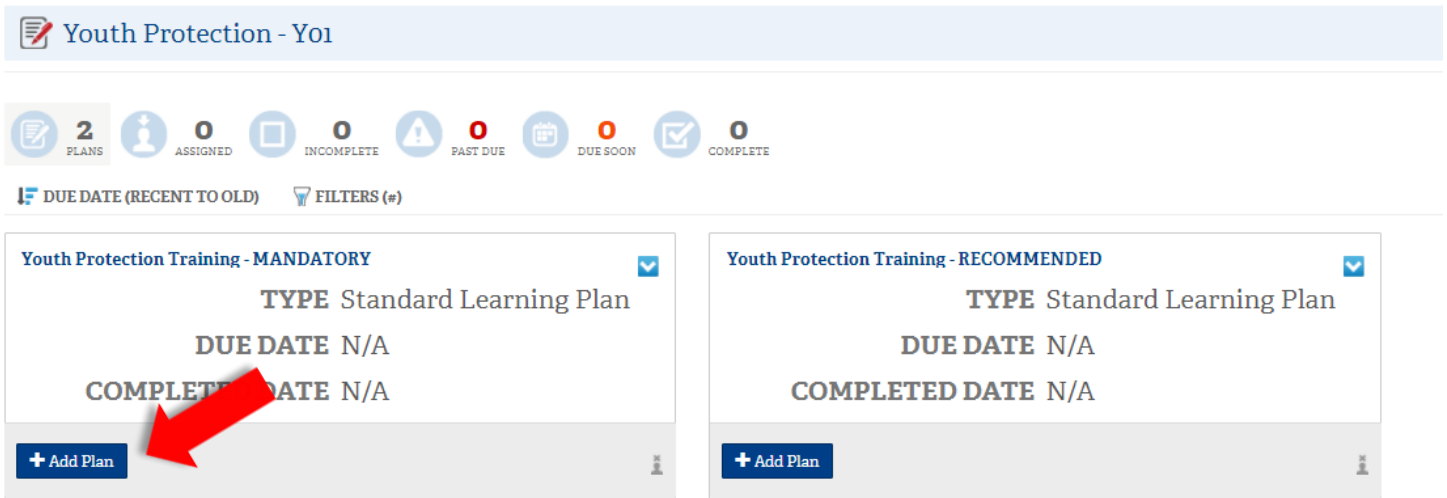
See document below for instructions on **course navigation** and **printing of YPT Certificate**:

[How to Guide for Taking Youth Protection Training](#)

Contact Member Care at MyScouting@scouting.org or by calling 972-580-2489 if you continue to have issues.
For the best possible service, be sure to include your user name, member ID, and the learning plan you are calling about.



Select Video for YPT Message from the Chief



5. Add the Youth Protection Training - MANDATORY by clicking  on the  button.



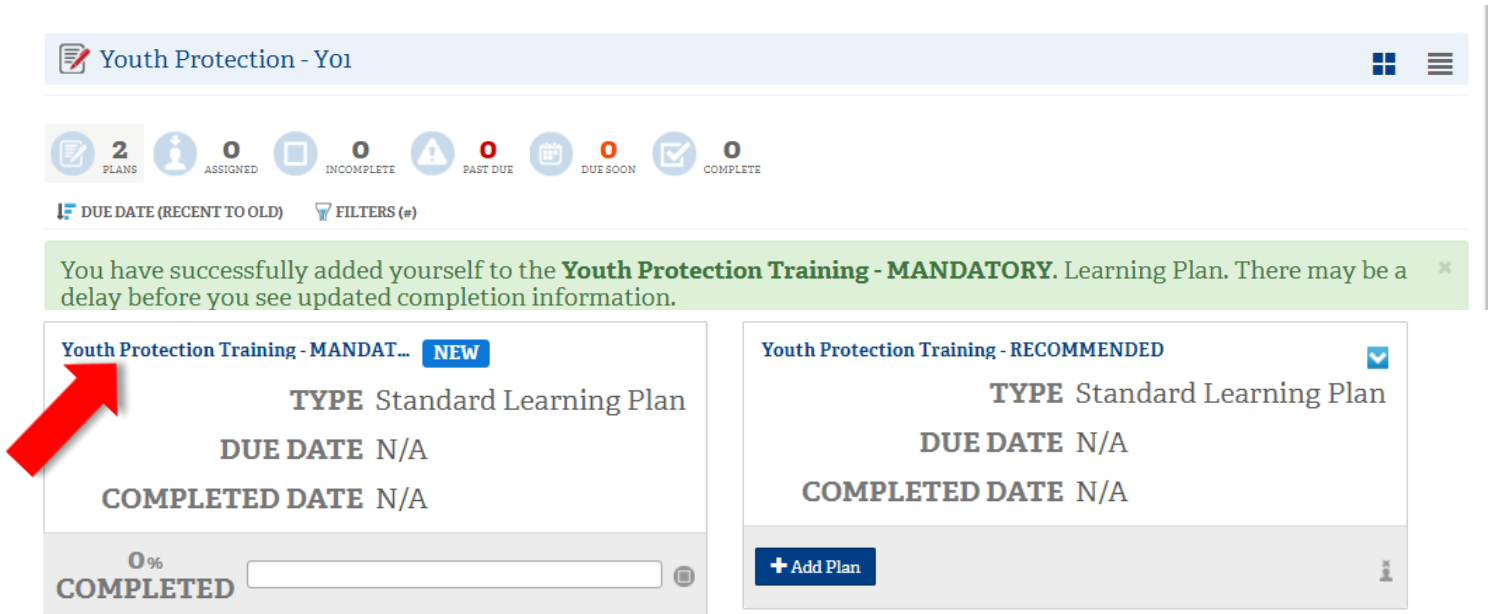
2 PLANS 0 ASSIGNED 0 INCOMPLETE 0 PAST DUE 0 DUE SOON 0 COMPLETE


DUE DATE (RECENT TO OLD) FILTERS (#)

Youth Protection Training - MANDATORY 
TYPE Standard Learning Plan
DUE DATE N/A
COMPLETED DATE N/A




Youth Protection Training - RECOMMENDED 
TYPE Standard Learning Plan
DUE DATE N/A
COMPLETED DATE N/A


6. Once your plan has been added you will receive the notice below. Click on the title of the learning plan which opens the course listings.

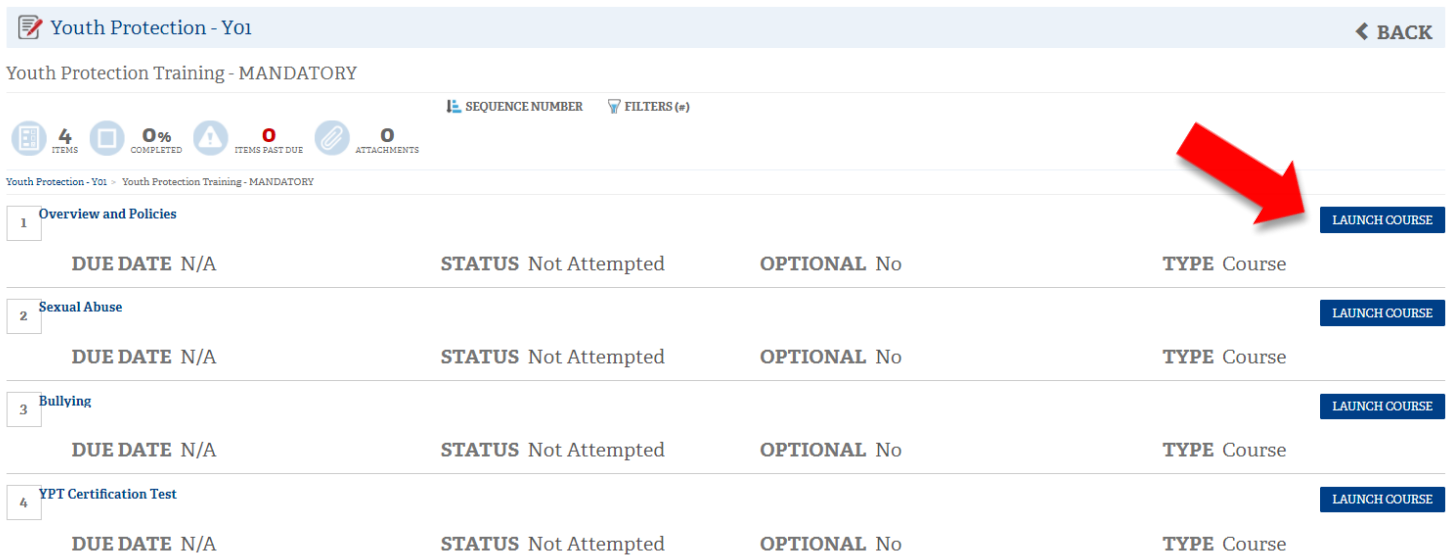


Youth Protection Training - MANDATORY  **NEW**

TYPE Standard Learning Plan
DUE DATE N/A
COMPLETED DATE N/A
0% COMPLETED


Youth Protection Training - RECOMMENDED 
TYPE Standard Learning Plan
DUE DATE N/A
COMPLETED DATE N/A


7. Select the  button to begin training.



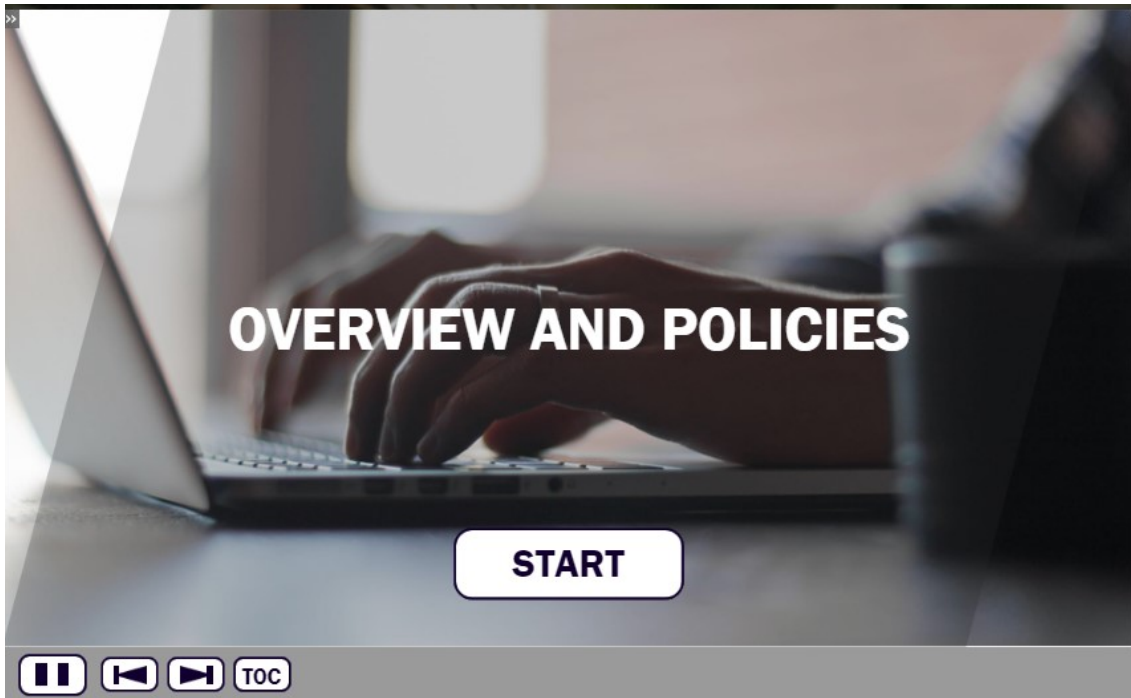
4 ITEMS 0% COMPLETED 0 ITEMS PAST DUE 0 ATTACHMENTS

SEQUENCE NUMBER FILTERS (#)

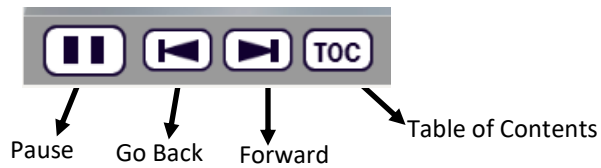
1 Overview and Policies 

	DUE DATE	STATUS	OPTIONAL	TYPE
1 Overview and Policies	N/A	Not Attempted	No	Course
2 Sexual Abuse	N/A	Not Attempted	No	Course
3 Bullying	N/A	Not Attempted	No	Course
4 YPT Certification Test	N/A	Not Attempted	No	Course

8. Select the Start button to begin the module.

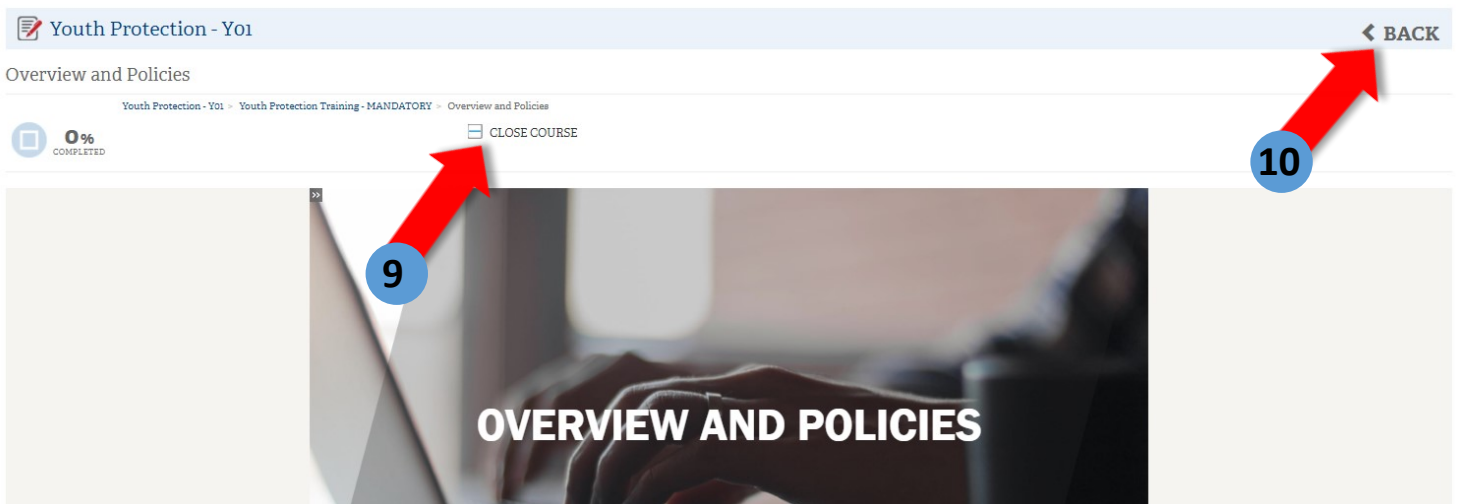


Navigation tools include:



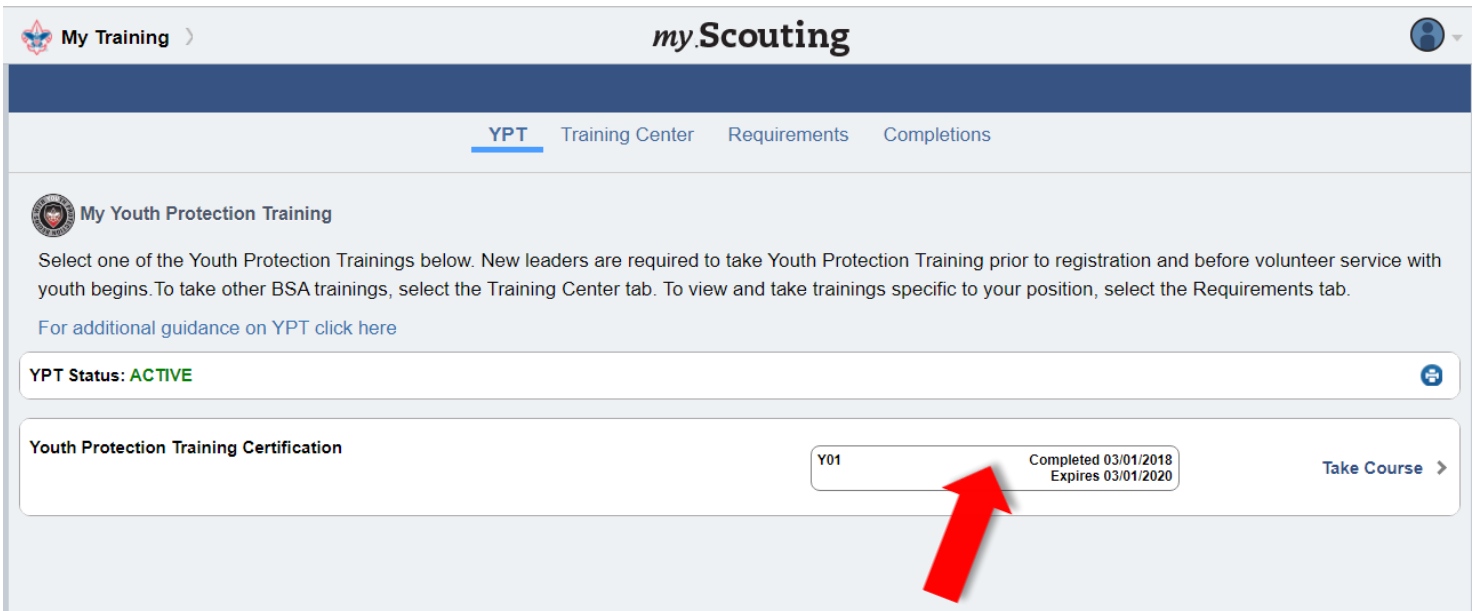
In order to meet timing for state regulations, you will not be able to fast forward (button will be grayed out) until the audio finishes playing for each slide. Once the audio is completed, the forward button will be appear. Click the forward button to proceed.

9. Upon completion of each course select the CLOSE COURSE button which will register **complete status**.



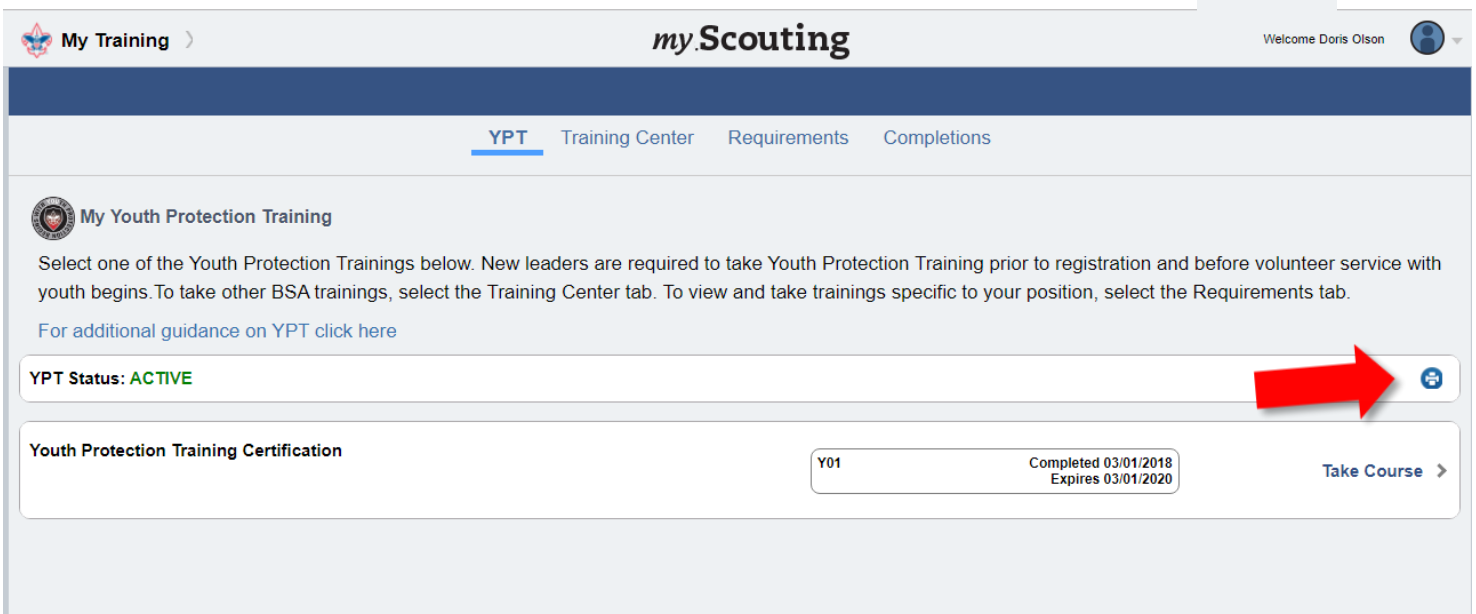
10. Select the button to go back to other course selections.

11. The Youth Protection Training consists of three modules and a test module. All 4 modules will need to be completed to be considered trained for the Youth Protection Training. **Once all 4 modules** have been completed you will see a YO1 completion indicator in my.Scouting.org indicator.



The screenshot shows the 'my.Scouting' interface. At the top, there is a navigation bar with 'My Training' and 'my.Scouting'. Below this, there are tabs for 'YPT', 'Training Center', 'Requirements', and 'Completions'. The 'YPT' tab is selected. The main content area is titled 'My Youth Protection Training' and contains instructions. Below the instructions, there is a box showing 'YPT Status: ACTIVE'. Underneath, there is a 'Youth Protection Training Certification' section with a table entry for 'Y01' that is 'Completed 03/01/2018' and 'Expires 03/01/2020'. A red arrow points to the 'Y01' entry. To the right of the table entry is a 'Take Course >' button. A printer icon is visible in the top right corner of the main content area.

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



This screenshot is identical to the one above, showing the 'my.Scouting' interface with the 'YPT' tab selected. The 'YPT Status: ACTIVE' and the 'Youth Protection Training Certification' table are visible. A red arrow points to the printer icon in the top right corner of the main content area, indicating where to click to print the certificate.