


## 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.



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.

**Use Google Chrome browser for PC or Safari for MAC.**

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](mailto: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.



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

 Youth Protection Mandatory Training (Required) Learning Plan  

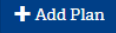
 NAME (A-Z)  FILTERS (#)

**Youth Protection Training - Mandatory v2** 




The safety and well-being of our youth is of paramount importance to our... [more](#)







TYPE Standard Learning P...



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 - Yo1  

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

 DUE DATE (RECENT TO OLD)  FILTERS (#)

You have successfully added yourself to the **Youth Protection Training - Mandatory v2**. Learning Plan. There may be a delay before you see updated completion information.



 **Youth Protection Training - Mandatory v2** NEW

The safety and well-being of our youth is of paramount importance to our... [more](#)





TYPE Standard Learning P...



COMPLETED DATE N/A

7. Select the  button to begin training.



 Youth Protection Mandatory Training (Required) Learning Plan 

Youth Protection Training - Mandatory v2

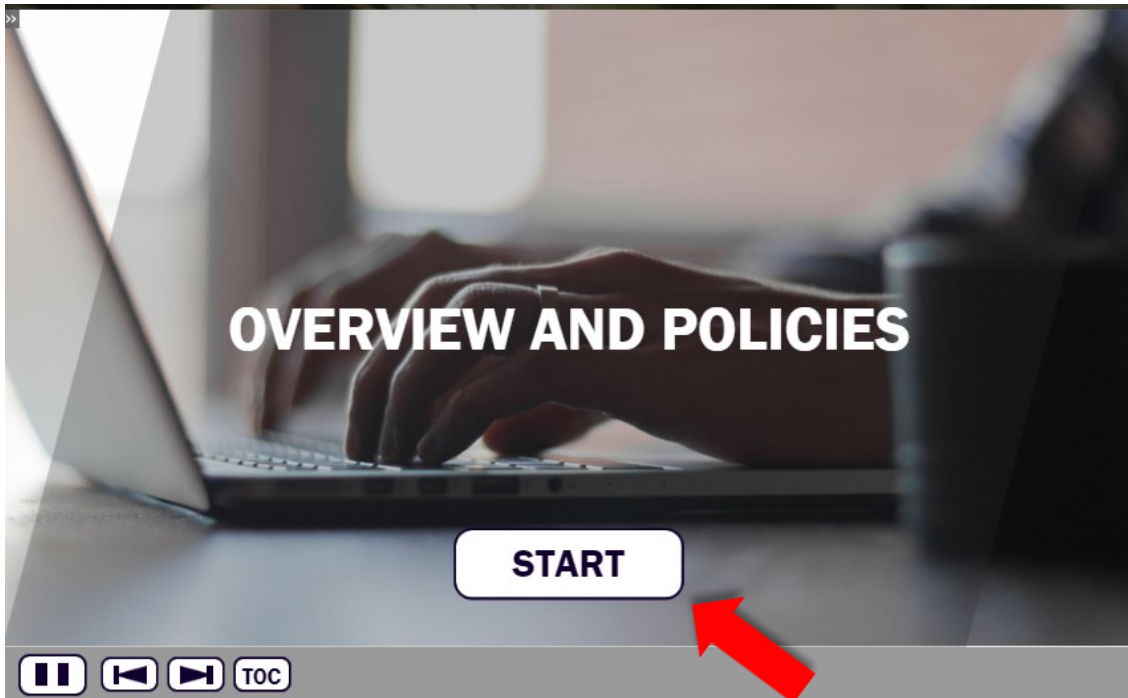
 4 ITEMS  0% COMPLETED  0 ITEMS PAST DUE  0 ATTACHMENTS

 SEQUENCE NUMBER  FILTERS (#)

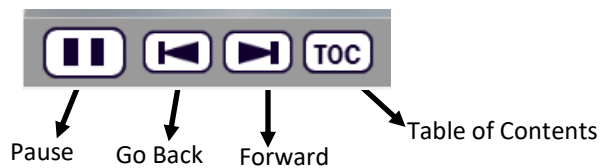
Youth Protection Mandatory Training (Required) Lea... > Youth Protection Training - Mandatory v2

1	<b>Overview and Policies v2</b>	
At the end of this module you should be able to recognize, respond and report the different kinds of abuse experienced by youth. Importantly, you will also know the barriers to abuse and how to utilize them to help create and maintain a safe... <a href="#">more</a>		
	STATUS Not Attempted	OPTIONAL No
		TYPE Course
2	<b>Sexual Abuse v2</b>	
Child sexual abuse is considered a public health concern by experts and health organizations. This module covers the different types of sexual abuse.		
	STATUS Not Attempted	OPTIONAL No
		TYPE Course

8. Select the Start button to begin the module.



Navigation tools include:



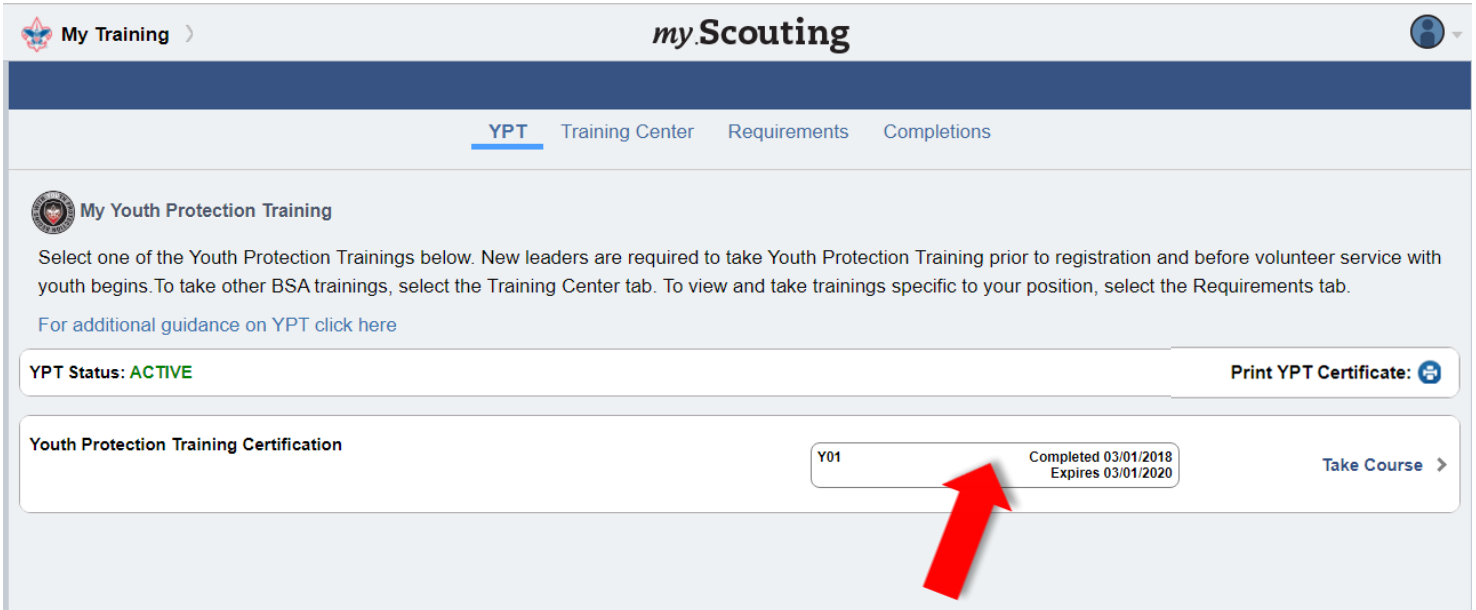
In order to meet timing for state regulations, you will not be able to fast forward (button will be grayed out) until the audio finishes playing for each slide. Once the audio is completed, the forward button will be appear. Click the forward button to proceed.

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



10. Select the

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.



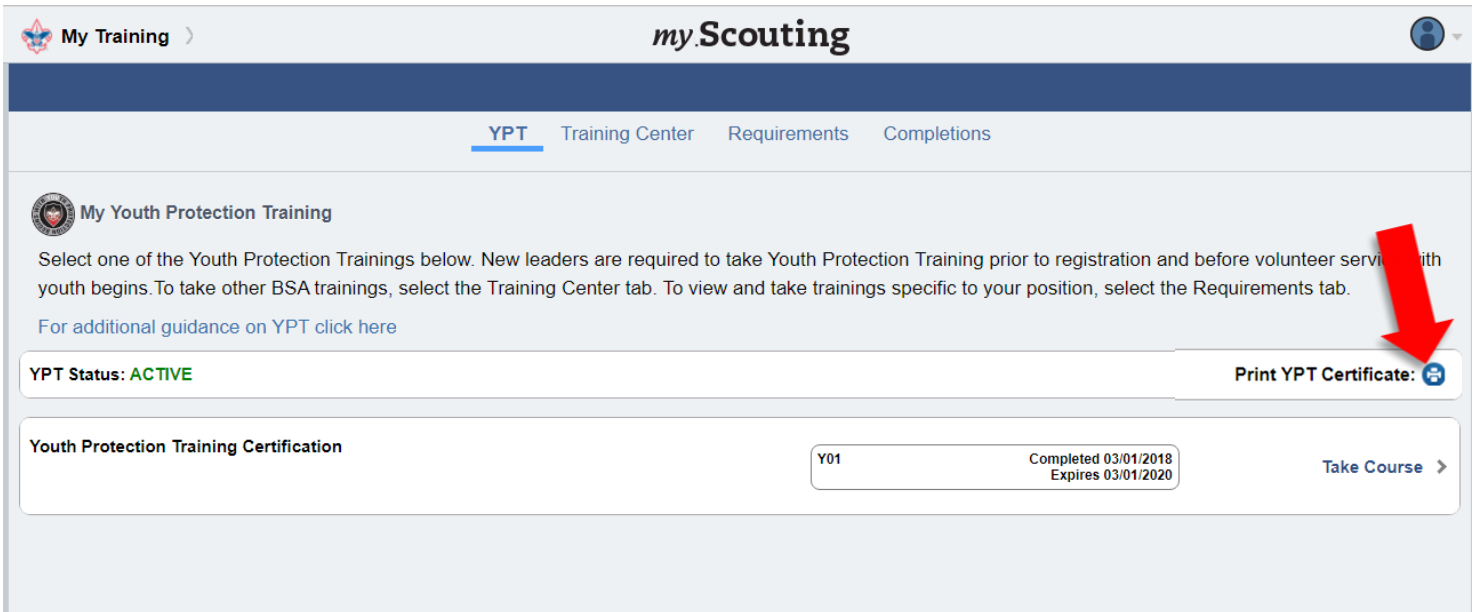
The screenshot shows the 'my.Scouting' interface. At the top, there is a navigation bar with 'My Training' and 'my.Scouting'. Below this is a sub-navigation bar with 'YPT', 'Training Center', 'Requirements', and 'Completions'. The main content area is titled 'My Youth Protection Training' and contains instructions. A status bar shows 'YPT Status: ACTIVE' and a 'Print YPT Certificate' button. Below this is a 'Youth Protection Training Certification' section with a table containing one entry: 'Y01' with completion dates 'Completed 03/01/2018' and 'Expires 03/01/2020', and a 'Take Course' button. A red arrow points to the 'Y01' entry.

YPT Status:	Print YPT Certificate:
ACTIVE	

Youth Protection Training Certification	Y01	Completed 03/01/2018 Expires 03/01/2020	Take Course >

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



This screenshot is identical to the one above, but a red arrow points to the 'Print YPT Certificate' button in the status bar.

YPT Status:	Print YPT Certificate:
ACTIVE	

Youth Protection Training Certification	Y01	Completed 03/01/2018 Expires 03/01/2020	Take Course >