SLU Enrollment for Program Volunteers

Overview

This document provides instructions for the Spillett Leadership University (SLU) enrollment process for Program Volunteers. **Please note** that this self-registration link is only to be used for Program Volunteers in accordance with meeting Safety Membership Requirements that goes into effect on Jan. 1, 2024. A temporary license will be provisioned with limited catalog accessibility as follows:

- At the time of account creation, program volunteers will be provisioned a 20-day term license. From the day the account is created, volunteers will have 20 days to complete all required training before the license expires. Please contact the Help Desk at <u>sluhelpdesk@bgca.net</u> for an extension if additional time is needed to complete the training OR to have account re-enabled for the subsequent year when it is time to renew your Safety requirements.
- It is very important to note that content will not be immediately available upon first login. The system will require at least 6 hours to update before the content is available for consumption.
- Full access to the catalog will not be granted to the temporary license holders. For a permanent license with full access to the catalog, please enroll in myBGCA.net. Click <u>here</u> for instructions on how enroll.

Let's Get Started

Program Volunteers, please follow the steps below to create your new SLU account:

- 1. Click <u>here</u> to begin or copy and paste the link (https://slu.csod.com/selfreg/register.aspx?c=temp.volunteer.manage) into your web browser.
- 2. Let's begin by completing your registration form.

*	Required	Field
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* First Name:	Angela
* Last Name:	Johnson
Email Address:	ajohnson@bgcwcm.o

3. DIVISION = BOYS & GIRLS CLUB ORGANIZATION NAME

Click on the 🖉 to begin to drill down to your Boys & Girls Club charted organization affiliation name as follows:

• You can either type in parts for your Organization Name, click on the **Search** button to display the results, and then click on the Organization Name.

earch Division			
itle: central missouri	ID:		O Search
			- Search
			(1 Resu
Title	ID	Parent	(1 Resu

- OR
- Click on the plus sign 🗄 left of **BGC** to drill down by Region, State, and then Organization Name as follows:

<u>Step 1</u>

Search Division			X
Title:	ID:		Search
Title	ID	Parent	(6 Results)
BGC	10000A	BGCA	

<u>Step 2</u>

Sea	arch Division				×
All	> BGC >			(14 Results)	1 2 > >
	Title	ID	Parent		
Ð	Africa - North	14	BGC		
Ð	Africa - South	15	BGC		
€	Asia	13	BGC		
€	Caribbean	10	BGC		
Ð	Europe	11	BGC		
Ð	Latin America - North	8	BGC		
Ð	Latin America - South	9	BGC		
Ð	Middle East	12	BGC		
Ð	Midwest	4	BGC		

<u>Step 3</u>

Search Division			X
All > BGC > Midwest	:>		(13 Results) 1 2 > >>
Title	ID	Parent	
	IL	Midwest	
Indiana	IN	Midwest	
⊕ Iowa	IA	Midwest	
Kentucky	KY	Midwest	
Michigan	MI	Midwest	
Minnesota	MN	Midwest	
Missouri	MO	Midwest	
Nebraska	NE	Midwest	

<u>Step 4</u>

Search Division		×
Title:		Q Search
All > BGC > Midwest > Miss	souri >	(14 Results) « < 1 2
nue		Farent
Boys & Girls Clubs of the Columbia Area	10362	Missouri
Boys & Girls Clubs of West Central Missouri	10365	Missouri
US Fort Leonard Wood CYS Services	11008	Missouri

4. Once you insert your organization name, now create your password using the criteria noted on the screen:

* D	ivision:	Boys & Girls Clubs of West Central Missouri 🖉 前	
* Passwords must contain alpha and numeric characters.			
* Passwords cannot have three or more consecutive same characters.			
* Passwords must be 6 - 20 characters.			
		* Passwords cannot have leading or trailing spaces.	
	* Passw	ords cannot be the same as the Username, User ID, or email address.	
* New pa	ssword	•••••	
* Confirm pa	ssword	•••••	
		Already a user? Login here Return to Browsing? Click here	

5. Please save your password and if at any time, you forget your password, please contact help desk at sluhelpdesk@bgca.net.

Cancel

- 6. Click the **Log In** button to create your new account.
 - You will then be directed to your SLU Home page. As a reminder, content will not be immediately available upon first login. The system will require at least 6 hours to update before the content is available for consumption.

Log In



- 7. Once the account is established, you can then log in directly to SLU using the below link: <u>https://slu.csod.com/client/slu/default.aspx</u>
- 8. Once updated, trainings will be available in the Browse Training section.
- 9. Click on the **Child Safety** menu option to view the available Safety related trainings. Click on **Volunteer Track** to view ONLY the Safety required trainings that meet Membership Requirements and other volunteer program-related training offerings.
- 10. Once you locate the training, click on the training name to you wish to register.



11. Click Launch to begin your training.

ONLINE CLASS

Child Sexual Abuse Prevention (This trainings meets BGCA requirement for approved grooming, prevention, and mandated reporting.)

Last Updated 10/18/2023 Duration 1 hour, 15 minutes

Details

In Sexual Abuse Prevention, participants will be prepared to prevent child sexual abuse within youth service organizations. This training meets the membership requirement topic for bgca approved training in: child abuse prevention, grooming prevention and mandated reporting.



12. Upon completion of this training, you will be directed to a page to the Training Completion page where you can rate and evaluate the training and print out your completion certificate.

Training Completion

You have completed **Child Sexual Abuse Prevention (This trainings meets BGCA requirement for approved grooming, prevention, and mandated reporting.)!** Please take a moment to complete the evaluation noted below.

What's next?

