

Santa Teresa Catholic Church

Teen Leadership Training Instructions

Shield the Vulnerable: 950 | Teen Safety Overview

Before you begin:

- Only use a laptop or a desktop computer. The Teen Leadership Training is not compatible with your iPad.
- If for some reason you cannot complete the training in one sitting, you can return to it. It will begin right where you left off. You will simply need to log in again.
- The test should take approximately one hour

INSTRUCTIONS

- 1) Log on to [Shield the Vulnerable at www.shieldthevulnerable.org](http://www.shieldthevulnerable.org)
- 2) If you have visited this website before, click “**Login**” and input your information.

- 3) If this is your **first time** visiting this website, click “**Signup**” and follow the instructions:
- 4) First-Time Signup: “Catholic Dioceses” > “San Jose Diocese” > “Student User”

- 5) Only take the **950: Teen Safety Overview** course! It may take about an hour to complete

Action/Course	Status	Status Date	% Done
952: Be Safe, Stay Safe (G6)	N-Started	--	--
951: Safety Smarts for Kids (G4)	N-Started	--	--
950: Teen Safety Overview	N-Started	--	--

- 6) When you have completed the course, you will see the screen below. Click **“Print Certificate”** to view the certificate:

SHIELD The Vulnerable

Need to Talk? My Notepad Friends' Stories Course Outline Help

Pres Girl | Log-Out

Congratulations! You Completed:
The Teen Safety Course

Now you should know how to:

- > identify abusive behavior
- > identify abusive relationships
- > avoid dangerous situations
- > protect yourself and others from abuse
- > help create an abuse free society
- > comply with the Standards of Conduct for Youth

Certificate of Completion
To receive evidence that you completed this course, click on the "Print Certificate" button on the right.

Your Safety Score
The perfect safety score is 26. How did you do?

Teen Safety Overview
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- 7) Please “right-click” on your computer mouse to save the file as a PDF and email that PDF to info@santateresachurch.com. You should also print a certificate (or save the PDF) as a copy for your records.

- 8) **Congratulations!** You are all done! Any time you volunteer at a parish or a school in the Diocese, they may ask to see this certificate. You may print or email the file at any time, now that you have completed the Teen Leadership Training. You will find a copy of your Certificate in “Student Courses Completed.”

SHIELD The Vulnerable

Pres Girl, San Jose Diocese | Log Out

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MY COURSES

The AVAILABLE COURSE section contains Required or Optional course. Once you complete a course, it is moved to the COMPLETED COURSE section where you can return anytime to print your certificate of completion or retake the course.

3 Student Courses Available ? Collapse

If you want to review or re-start a course you completed, click the "Re-open" button. If you want to print a certificate of completion, open the "Completed" section below. To learn about this section, [click here](#).

Action/Course	Status	Status Date	% Done
952: Be Safe, Stay Safe (G6)	N-Started	--	--
951: Safety Smarts for Kids (G4)	N-Started	--	--
950: Teen Safety Overview (teen)	Done	08-17-17	--

1 Student Courses Completed (Certificates) ? Collapse

This is a history of courses you completed. You can print a certificate of completion from this section. If you want to review or re-start a completed course, open the "Available" section above. To learn about this section, [click here](#).

Course	Started	Done	Certificate
950: Teen Safety Overview	08-16-17	08-17-17	