



Quick Start for Safeguarding Online™

Welcome to Safeguarding Online™

We have developed some helpful hints to ensure you retain what you learn. Good luck and enjoy your courses.



1. Right Place, Right Time

Set the right conditions for learning. Create an environment with no interruptions, no phone calls, and no distractions—simple as that. Set aside 30 to 45 minutes for each course so you don't have to hurry.



2. Take your Time

Have patience and take your time. Read carefully to make sure you fully understand the content. Instead of rushing through the training, plan to complete only one or two courses each time you login so you can really absorb what you've learned. Complete each course from beginning to end. If you stop a course before you finish it, you'll have to start over at the beginning of the section where you left off.



3. Follow the Orange Arrows

When it's time to move to the next page, an orange arrow will appear. Click the orange arrow to move forward. Do not use your Internet browser's forward and back arrows or refresh buttons, or you'll find yourself back at the beginning of the course!



4. Think about It

Lastly, pause and think about what you are learning. Throughout the course, think about how you can apply what you are learning to your own position. We know that with proper concentration you can understand and apply what you learn. When you pass the quiz at the end of the course, you'll earn credit.



5. Enroll and Begin Training

To enroll:

1. Go to <http://website.praesidiuminc.com/EnrollNow>
2. Enter your registration code
edspok509
3. Select your organization from the list.
4. Click the link to enroll.
5. Print the page or write down your user login and password for future reference.
6. To begin training immediately click the first link or follow the instructions below to login later.

To begin training:

1. Go to www.safeguardingonline.org
2. Click link at the bottom of the page.
3. Enter your user login and password. (Your login name is your first initial of your first name and full last name.)
4. Click on the title of a course to begin that course.

If you have questions along the way, contact the Diocesan Office at 509-624-3191 or Praesidium technical support at 817-801-7773 (support@praesidiuminc.com).