



1 Go To: [shieldthevulnerable.org](http://shieldthevulnerable.org)



2 Click >>



3

FIRST TIME SIGN UP | ADULTS

## Adult Signup

Your Organization

Pick Type >>

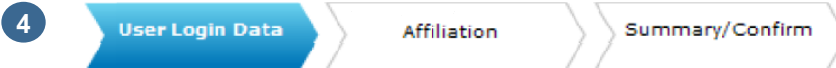
Union Level >>

Conference Level >>

If correct, click >>>

- >>>> 1. Pick **Seventh-day Adventist** from the dropdown list
- >>>> 2. Select your **UNION** \_\_\_\_\_
- >>>> 3. Select your **CONFERENCE** \_\_\_\_\_
- >>>> 4. Click "Confirm" if selections are correct

*NOTE: if you cannot find your Union or Conference, STOP. . . contact your administrator.*

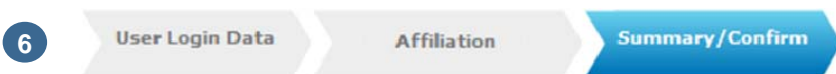


**User/Login Tab:** Fill in the requested information and create your own login. Only one person can be named on the registration. It's also important to provide a valid email address — if you have one.

*NOTE: Please write down your ID and Password in case you need to log in again.*



**Affiliation Tab:** Identify status: employee, volunteer, or parent. Then identify which type of location (church, school, etc.) at which you work or volunteer. Finally, identify your position at the organization. If you work/volunteer at more than one location, click "yes" and complete.



**Summary Tab:** After reviewing and verifying your registration, proceed to "Accept" license. To begin your training, click "Confirm Signup."

License:  Accept  Reject

*I certify that I am the person who signed up*

7 **TRAIN:** Once you confirm, you will be taken to My Courses page. Click "Start" to open the "required" course. You may take other courses once you complete the required course.

MY COURSES

Assigned Courses (1) Collapse

Adult Courses	Assigned	%	Done	Certificate	Unassign
<input checked="" type="checkbox"/> <b>Start</b> 700: Recognize, Report & Prevent Child Abuse (ST-P-FL)	07-21-10	0	--		

Review Teens/Kids Courses Expand

8 **BACKGROUND SCREENING:** Once you train, you may be required to do an electronic background check. If so, you must complete a form and electronically sign an authorization to permit the background check. If finger printing is required, you must arrange for it at a location near you. Your local administrator can help you.

