Protecting Children from Sexual Misconduct Training

- 1. Logon to the United Educators Training Center at the following link: https://www.edurisklearning.org/pe/index.jsp?portalPageId=10122288
- 2. If you have taken previous UE trainings, login with your User Name and Password. If you are a new user, click "Register Now".

Welcome to the EduPick Learning Portal		
Login to EduRisk	New Users, Ready to Get Started?	
Please login using your EduRisk Learning Portal credentials. Please note login credentials for ue.org and edurisksolutions.org are not applicable. First-time visitors, please use the registration process at the right to get started.	If this is your first visit to the EduRisk Learning Portal, please create an account by clicking the "Register Now" button below. Note that you will need the <i>Institution Coo</i> provided by your school, college, or university to register How to register for our site: • Check our System Requirements to ensure that your browser is compatible with our system	
Login	Once you have finished registering you will receive a temporary password by email.	

3. Complete the registration. (The Wilkes institution code is 0649-SE37-XY12) A password will be emailed to you upon completion.

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By United Educator	2
Registration	
Please enter the following inf	formation to register. You will then receive an email allowing you to activate your account.
	* = required field
* User name:	JdoeWilkes
	(It is recommended that you use your institution email address as your user name):
* First name:	John
* Last name:	Doe
* Email:	john.doe@wilkes.edu
* Department:	Athletics •
* Describe your position:	Athletics Personnel
* Role:	Staff •
* Institution Code:	0649-SE37-XY12
Time zone:	(GMT-5:00) Eastern Time (US & Canada)
Employee ID:	99999999
Student ID:	
Other:	
	Optional field – for your institution:
Register	Register Cancel

4. After registering, click "Continue" and wait for a password to be emailed to you.



5. When your password arrives, enter your User Name and Password at the log in screen and click "Login".

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User Name JdoeWilkes Password	Check our System Requirements to ensure that your browser is compatible with our system.	
Login	 Once you have finished registering you will receive a temporary password by email. 	
Evep me logged in Forgot your login name?	Register Now	
Forgot your password?	Need Help?	

6. Click "Launch Learning Program" under Protecting Children from Sexual Misconduct.



 Select course SM-101-H: How Teachers and Other Educators Can Protect Our Children – Higher Ed Version



- 8. At the conclusion of the training, close all windows and return to the main screen.
- 9. At the top of the screen, click "My Certificates".



10. Under course, click the training module you just completed.



11. Print your certificate of completion and submit to the Office of Risk & Compliance Management (in the Public Safety Building) or email to <u>Justin.kraynack@wilkes.edu</u>

