

# Safe Environment Training - Instructions - Renew Online

Step 1 - Go to [www.safeenvironmenttraining.org](http://www.safeenvironmenttraining.org)



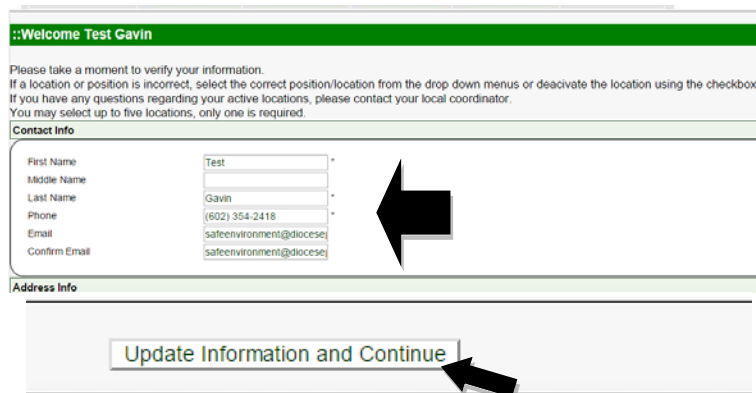
Step 2 - Select "Online Renewal"



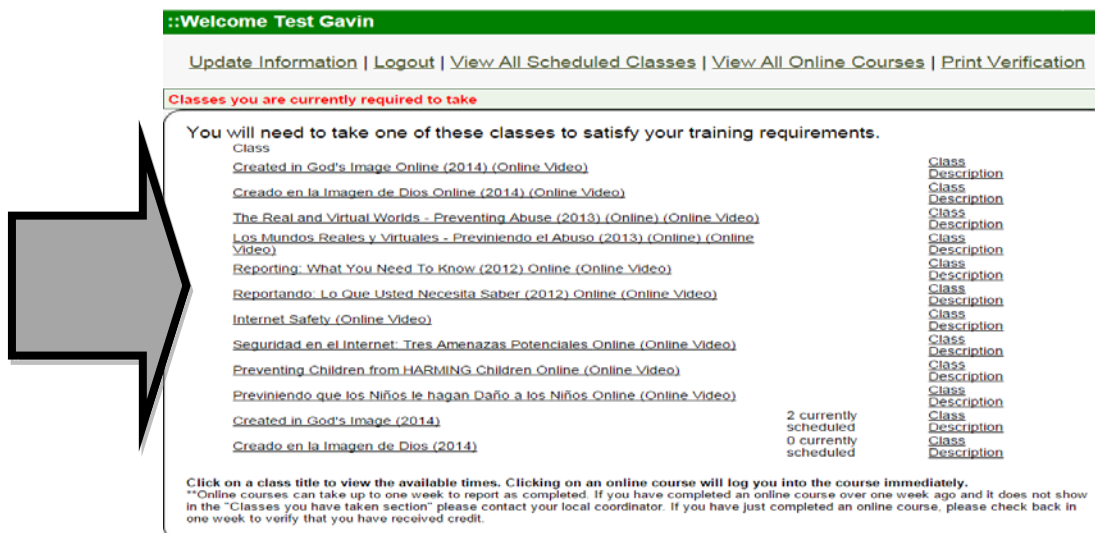
Step 3 - Enter your name and street address and click on "Search" (located under "Street Address" on the left)



Step 4 - On the next page you will see Welcome "Name"; verify the information is correct, scroll to the bottom of the page and click on "Update Information and Continue"



**Step 5 - On the next page select ONE of the videos listed. The newest video is usually listed first with the year, but you may choose any that are listed. Click on the name of the video. (The training must be completed in one viewing. You are not allowed to view parts of it at different times, so please make arrangements to complete it all at once.)**



**::Welcome Test Gavin**

[Update Information](#) | [Logout](#) | [View All Scheduled Classes](#) | [View All Online Courses](#) | [Print Verification](#)

**Classes you are currently required to take**

You will need to take one of these classes to satisfy your training requirements.

Class	Class	Description
<a href="#">Created in God's Image Online (2014) (Online Video)</a>	Class	Description
<a href="#">Creado en la Imagen de Dios Online (2014) (Online Video)</a>	Class	Description
<a href="#">The Real and Virtual Worlds - Preventing Abuse (2013) (Online) (Online Video)</a>	Class	Description
<a href="#">Los Mundos Reales y Virtuales - Previendo el Abuso (2013) (Online) (Online Video)</a>	Class	Description
<a href="#">Reporting: What You Need To Know (2012) Online (Online Video)</a>	Class	Description
<a href="#">Reportando: Lo Que Usted Necesita Saber (2012) Online (Online Video)</a>	Class	Description
<a href="#">Internet Safety (Online Video)</a>	Class	Description
<a href="#">Seguridad en el Internet: Tres Amenazas Potenciales Online (Online Video)</a>	Class	Description
<a href="#">Preventing Children from HARMING Children Online (Online Video)</a>	Class	Description
<a href="#">Previendo que los Niños le hagan Daño a los Niños Online (Online Video)</a>	Class	Description
<a href="#">Created in God's Image (2014)</a>	2 currently scheduled	Class
<a href="#">Creado en la Imagen de Dios (2014)</a>	0 currently scheduled	Class
		Description

Click on a class title to view the available times. Clicking on an online course will log you into the course immediately.  
 \*\*Online courses can take up to one week to report as completed. If you have completed an online course over one week ago and it does not show in the "Classes you have taken section" please contact your local coordinator. If you have just completed an online course, please check back in one week to verify that you have received credit.

**Step 6 – Click on “Proceed to the Presentation”**

Thank you for participating in this Safe Environment Program refresher course for the Diocese of Phoenix. This online session consists of several short segments; each segment is followed by a few questions about the material.

Please note the following:

- You must complete the entire course in one session to earn credit.
- You may pause the presentation by clicking the pause button in the lower left-hand corner.
- This session should only be viewed by adults 18 years and older. Due to the content of the videos; minors should not be present while the video is viewed.
- The use of Internet Explorer, Firefox, Chrome or Safari is recommended. Other browsers may have unpredictable results
- Slower bandwidth or instable Internet connections may cause problems with the video.
- Credit for class completion will immediately be reflected in our system.

Please pray for the end of child abuse. Thank you for your commitment of making our faith environments safe environments.

By initiating this online session you are agreeing that you are the same person whose name is registered in the database and whose account was used to login.

[Proceed to the Presentation](#)

**Step 7 – Once you are watching one of the videos, you will see a short series of segments and you will be prompted with questions. After you have viewed the entire training (all segments/credits, the system will take you to a screen with “Course Complete”, and your record will automatically be updated in the Safe Environment Training database. If your email address was entered correctly, you should receive an e-mail confirmation of your completed renewal.**