

# CMGConnect

## DIOCESE OF LINCOLN



## ***Safe Environment Training***

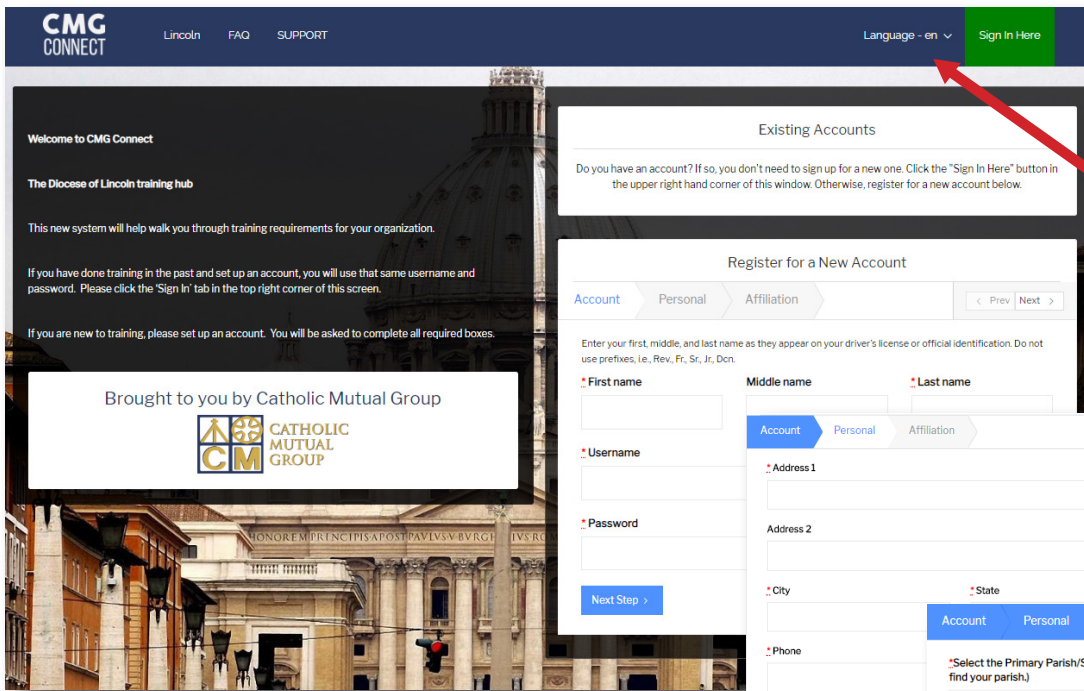
### Getting Started:

1. Go to <https://lincoln.cmgconnect.org/>
2. Create a new account by completing all the boxes under the “Register for a New Account” area. This includes address, primary parish, and how you participate at your parish or school. If you have questions please contact your parish/school coordinator.
3. Your dashboard will show you the required and optional training curriculums that have been customized for your particular role within the Diocese.
4. Click **Start Curriculum** under the Safe Environment Training to begin.
5. On the last page of the curriculum, submit your background check information. *The curriculum will remain “In Progress” until your background check is processed and reviewed by the diocese. Processing can take up to 7-10 business days.*
6. If needed, you can access your completion certificate after you are certified by returning to the training dashboard and clicking **Download Certificate**.



For more information, please use your FAQ or Support tab at the top of the screen.

*Last Updated: 12/17/18*



You can switch language settings to Spanish before registering for an account here.

Existing Accounts  
Do you have an account? If so, you don't need to sign up for a new one. Click the "Sign In Here" button in the upper right hand corner of this window. Otherwise, register for a new account below.

Register for a New Account

Account Personal Affiliation

Enter your first, middle, and last name as they appear on your driver's license or official identification. Do not use prefixes, i.e., Rev, Fr, Sr, Jr, Dcn.

\* First name Middle name Last name

\* Username

\* Password

Next Step >

Account Personal Affiliation

\* Address 1

Address 2

\* City \* State \* Zipcode

\* Phone

\* Date of Birth

Select the Primary Parish/School at which you Volunteer or Work. (Search or scroll down to find your parish.)

Please Select a Role

I participate as a/an:

- Clergy/Religious
- Driver
- Employee
- Volunteer
- Youth Camp Employee/Volunteer

Previous Register My account

• You will progress through ALL three account creation screens before your registration is complete. *If you are unsure of what participation category to select, please contact your site coordinator or the Diocese.*

• On your main dashboard, click **Start Curriculum** to open up the **Safe Environment Training & Background Check** option .

• Complete the training sections—as you work through, they will show as **Done** in each box to show that the page is finished.

• When finished, your curriculum will show as **In Progress** on your training dashboard until the background check is processed and your certification is approved by the Diocese.

• After you have been certified, you can log in to access your completion certificate by locating the curriculum on your dashboard and clicking the gray **Download Certificate** button under the "Completed" curriculum.

Training Overview	
Training information and results	
A Safe Side of the Line (Segment I)	Video Page <span>Progress</span>
Safe Haven - It's Up to You (Segment II)	Video Page
Segment II Questions	Question/Answer Page
Safe Haven - It's Up to You (Segment III)	Video Page
Segment III Questions	Question/Answer Page
Protocols for Interaction Between Adults and Young People	Read and Acknowledge Page
Acknowledgement	Read and Acknowledge Page
Reporting	Read and Acknowledge Page
Background Check	Background Check Page

Completed

Download Certificate

<https://Lincoln.CMGconnect.org/>