

# CMGConnect

## DIOCESE OF LINCOLN



### ***Safe Environment Training***

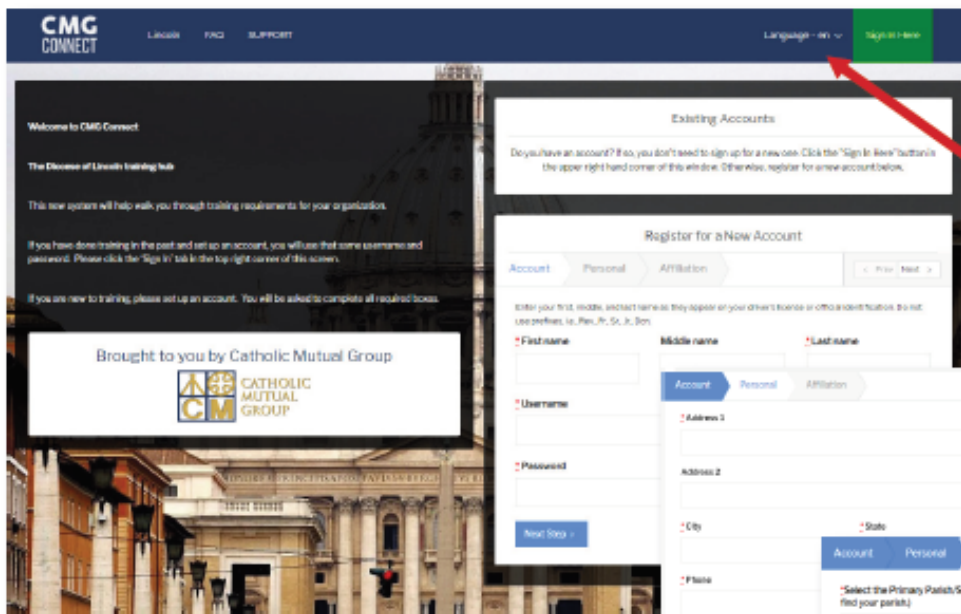
#### Getting Started:

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. Next complete the **Defensive Driving Curriculum** (field trip drivers ONLY).
6. 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.*
7. Turn in your Volunteer Application to the school office and let them know that you have completed your online training and background check.



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

*Last Updated: 12/17/18*



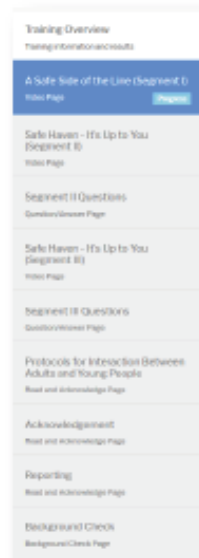
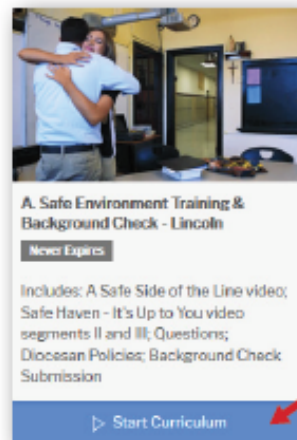
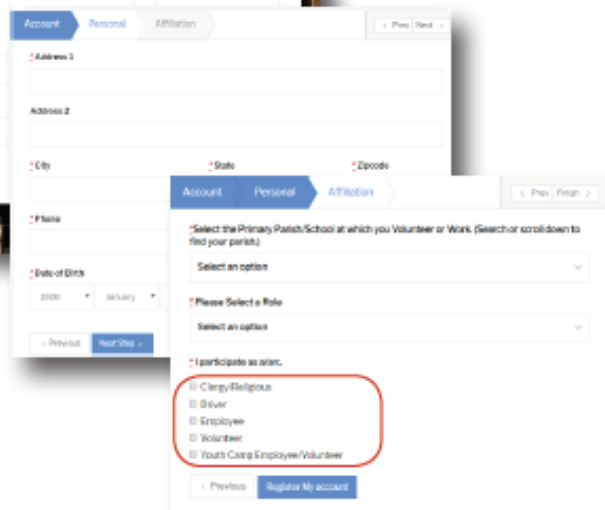
You can switch language settings to Spanish before registering for an account here.

- 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 will need to turn in your volunteer application and any other necessary items to the school office. Field trip drivers will their drivers license and a copy of their insurance limits.

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