

Access Code Enrolment into Safe Ministry Training

There are two courses available:

Safe Ministry Induction \$35

Click on the link below, or type the following address into your web browser:
<https://www.openlearning.com/courses/smr-training-anglican>

Safe Ministry Refresher \$20

Click on the link below, or type the following address into your web browser:
<https://www.openlearning.com/courses/smr-anglican-safe-ministry-refresher>



Gippsland Anglican

Signing up to OpenLearning.com

Once you enter the course URL into your browser you will be directed to the JOIN NOW page.

1. Click the JOIN NOW button.

2. Sign up as a learner with Openlearning.com
(Remember to record your password somewhere!)
Click 'Get started'.

3. Select your class.
It is the 'Private class (access code required)'.
4. Enter the relevant Course Access Code
Induction - **AngGipps@Ind**
Refresher - **AngGipps@Ref**
Click 'Apply'.

5. Click Join.

6. Complete the Enrolment Information

FOR GROUP FACILITATORS
Remember to add the names
of all people who are present at
your group session for the course.

7. Click 'Join' the course.

Inside the course

1. Homepage

The menu tabs on the left side allow you to switch between the sections of the course.



The 'Your Progress' bar tracks your progress through the course. When 100% complete, you can download your certificate.

2. Automatic saving & tracking of progress

You are able to exit the course, and re-enter as many times as you like, using your email address and password. When you exit, your progress will be saved, so that you can pick up where you left off.

3. Modules and Activities

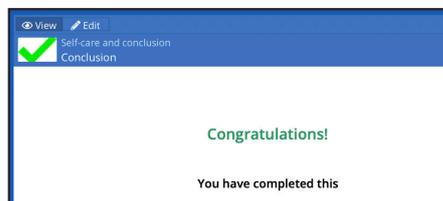
Now you are ready to begin.

Use the 'Modules and Activities' tab on the left hand side of the screen to navigate your way through the course. To complete the course, please watch all the videos and complete all the activities.

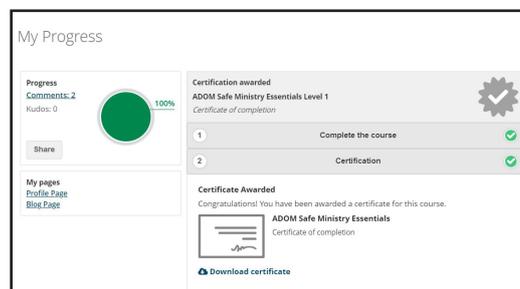


4. Completion

Once completed, double click on 'You are Awesome!' in the progress bar to open your progress page.



Click 'download' to get your certificate. The certificate is also emailed to you.



Please email a copy of your certificate to:
clearances@gippsanglican.org.au

FOR GROUP FACILITATORS
Please email the course certificate along with a list of the names of all people who attended the course to your Parish.

If you require any assistance, email etraining@safercommunities.net.au