



*Stewards of Children Online Training User Guide.*

**How register for the Stewards of Children online training:**

- Go to the online training login screen - <https://d2l.csod.com/selfreg/register.aspx?c=sanmateo>
- Enter all required fields and click "Login".
- Once you have completed the registration process, a "Thank you" screen will appear. This screen will also instruct you to disable your pop-up blocker. If you need assistance with this, click the "click here" button for instructions. This can also be found by clicking the following link: <https://host.softworks.ca/Agate3/blocker/disable-blockers.htm>
- Now you are on your Personalized Training Center Dashboard.

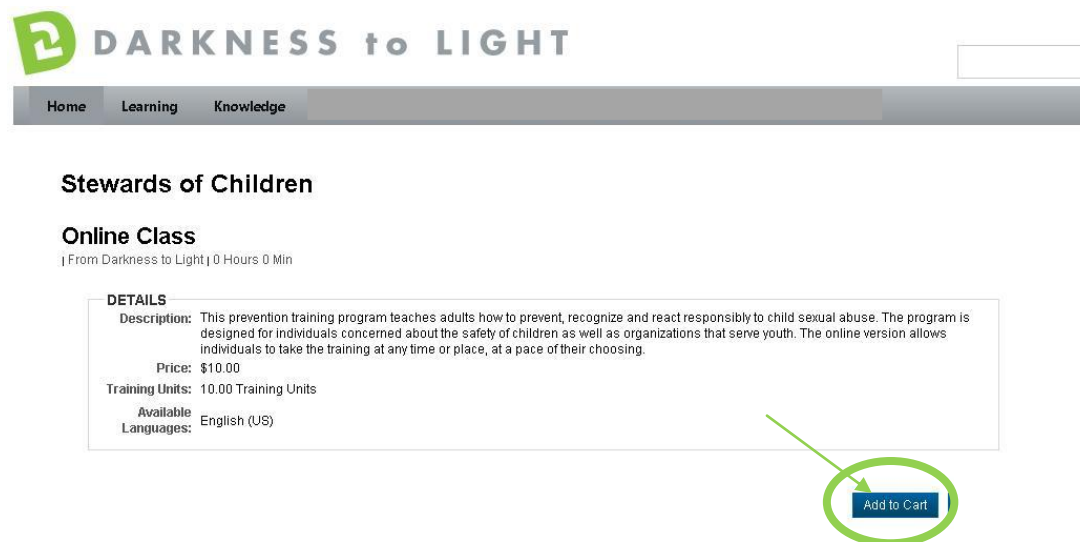
Once you are signed into your online training center dashboard you should see the screen below:



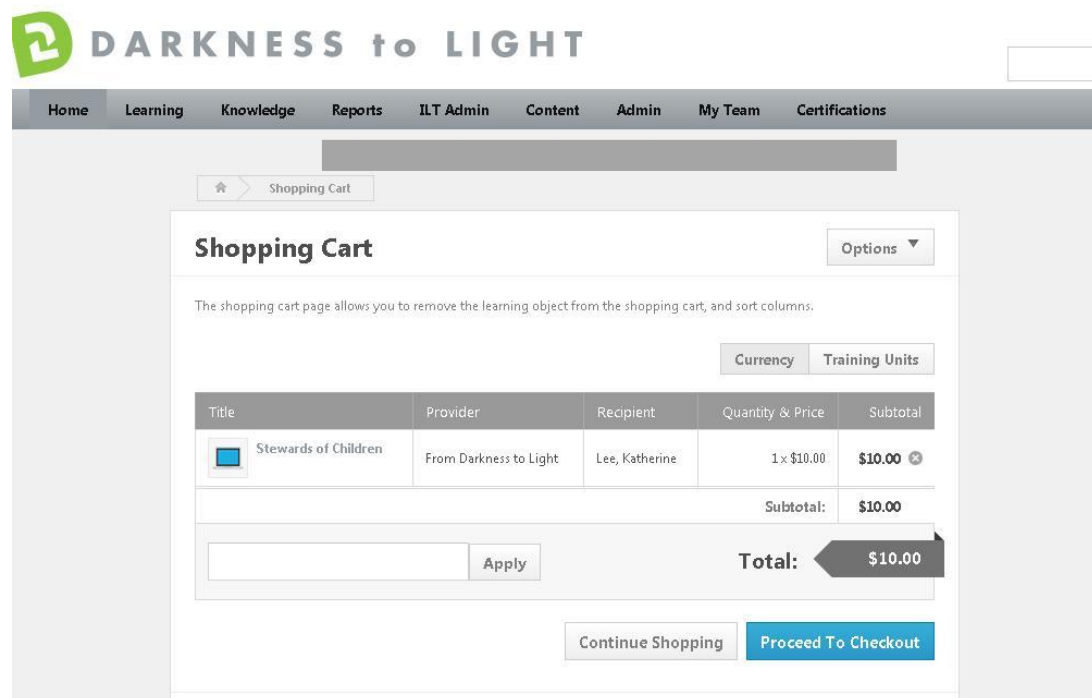
From here, click on "Take Stewards of Children:"



Click "Add to Cart"



You will then be brought to your Shopping Cart.



**DARKNESS to LIGHT**


Home Learning Knowledge Reports ILT Admin Content Admin My Team Certifications

Shopping Cart

### Shopping Cart

The shopping cart page allows you to remove the learning object from the shopping cart, and sort columns.

Currency Training Units

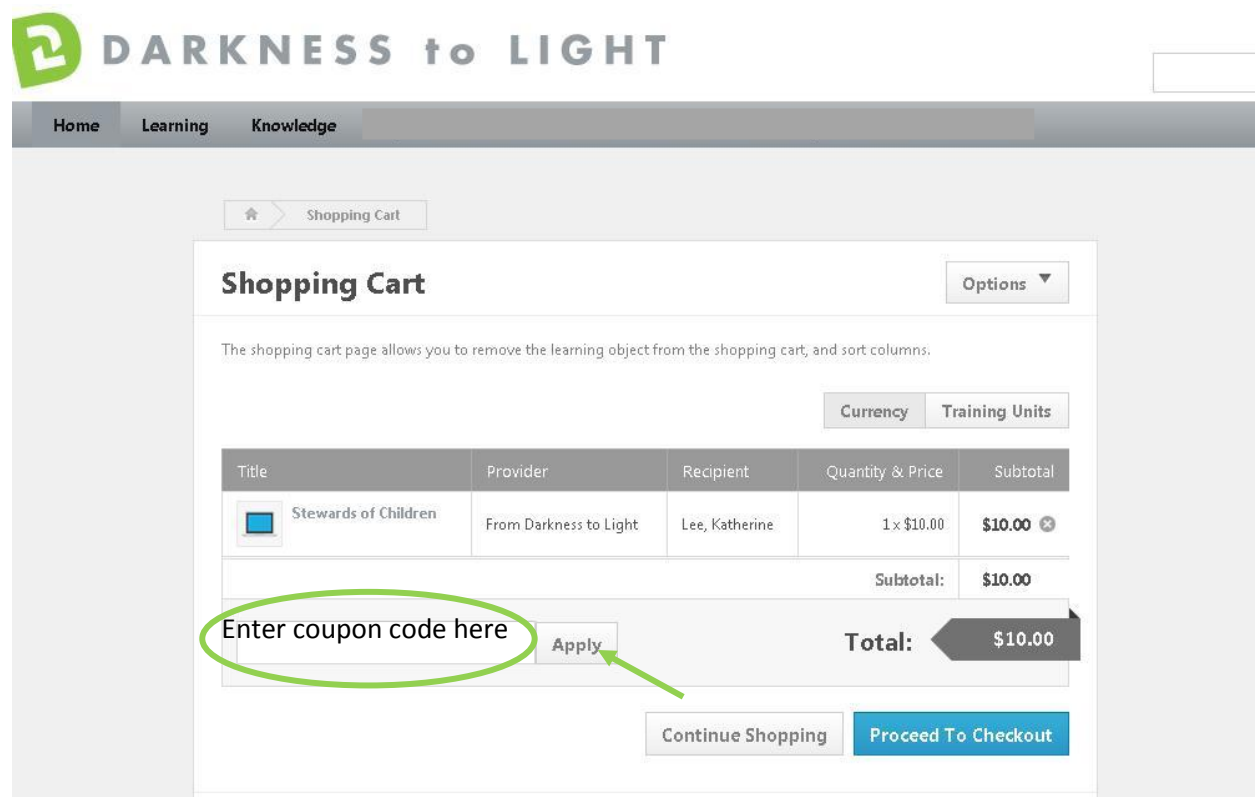
Title	Provider	Recipient	Quantity & Price	Subtotal
 Stewards of Children	From Darkness to Light	Lee, Katherine	1 x \$10.00	\$10.00
Subtotal:				\$10.00

Apply

**Total:** \$10.00

Continue Shopping Proceed To Checkout

Enter the coupon code “**SanMateo**” in the box to the left of the Total and click “Apply.”



**DARKNESS to LIGHT**


Home Learning Knowledge

Shopping Cart

### Shopping Cart

The shopping cart page allows you to remove the learning object from the shopping cart, and sort columns.

Currency Training Units


Title	Provider	Recipient	Quantity & Price	Subtotal
 Stewards of Children	From Darkness to Light	Lee, Katherine	1 x \$10.00	\$10.00
Subtotal:				\$10.00

Enter coupon code here Apply

**Total:** \$10.00

Continue Shopping Proceed To Checkout

The coupon code will be applied and will take the \$10 fee away. Click “Proceed to Checkout.”



**DARKNESS to LIGHT**


Home Learning Knowledge Certifications

Shopping Cart

**Shopping Cart** Options

The shopping cart page allows you to remove the learning object from the shopping cart, and sort columns.

Currency Training Units

Title	Provider	Recipient	Quantity & Price	Subtotal
 Stewards of Children	From Darkness to Light	Richardson, Jessica	1 x \$10.00	<b>\$10.00</b> -\$10.00
			Subtotal:	<b>\$0.00</b>


You saved \$10.00

Enter coupon code

Coupon Code: [REDACTED] has been applied

**Total: \$0.00**

Click “Place Order”




**DARKNESS to LIGHT**

Home Learning Knowledge Certifications

Shopping Cart Checkout

**Review** Options

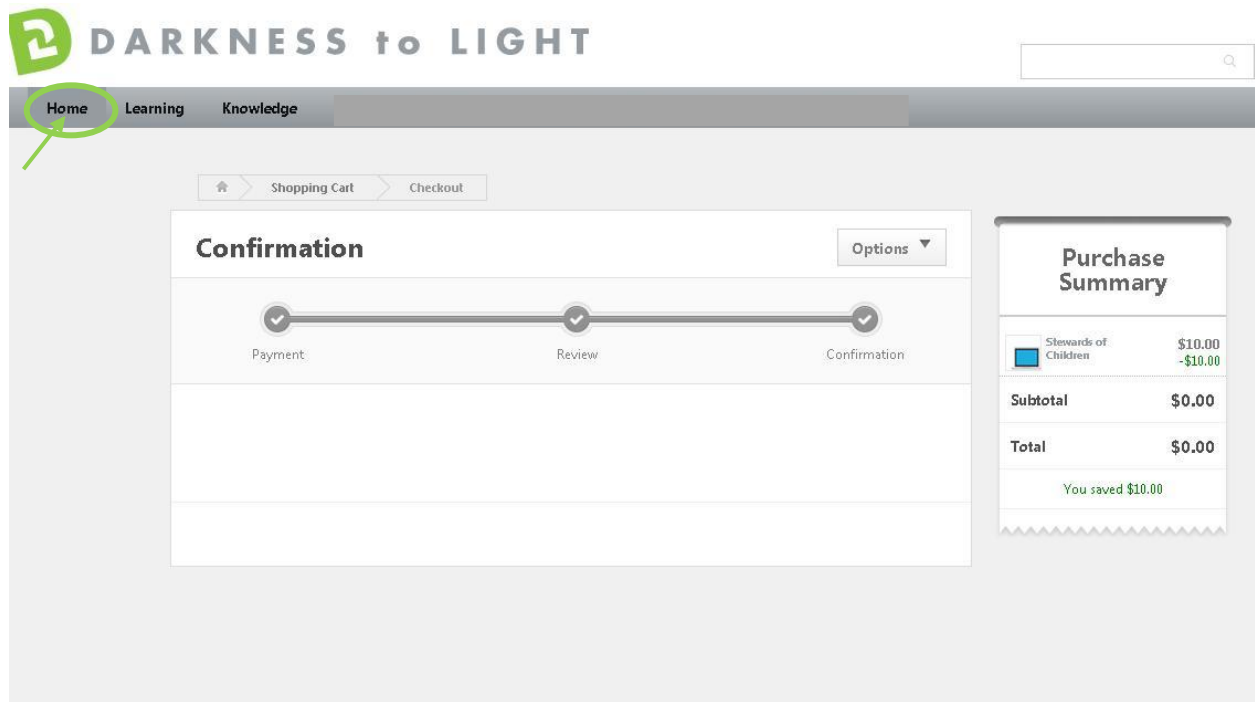
Payment Review Confirmation

Title	Quantity & Price	Subtotal
 Stewards of Children	1 x \$10.00	<b>\$10.00</b> -\$10.00
		Subtotal:
		<b>\$0.00</b>

You saved \$10.00

**Total: \$0.00**

This will bring you to the confirmation page. If you are ready to take the *Stewards of Children* online training now, click on “Home.”



Click “Take Stewards of Children”



Click "Launch." Please ensure your pop-up blockers are off in order to launch the training.

## Stewards of Children

### Online Class

| From Darkness to Light | 0 Hours 0 Min

#### DETAILS

**Description:** This prevention training program teaches adults how to prevent, recognize and react responsibly to child sexual abuse. The program is designed for individuals concerned about the safety of children as well as organizations that serve youth. The online version allows individuals to take the training at any time or place, at a pace of their choosing.

**Price:** \$10.00

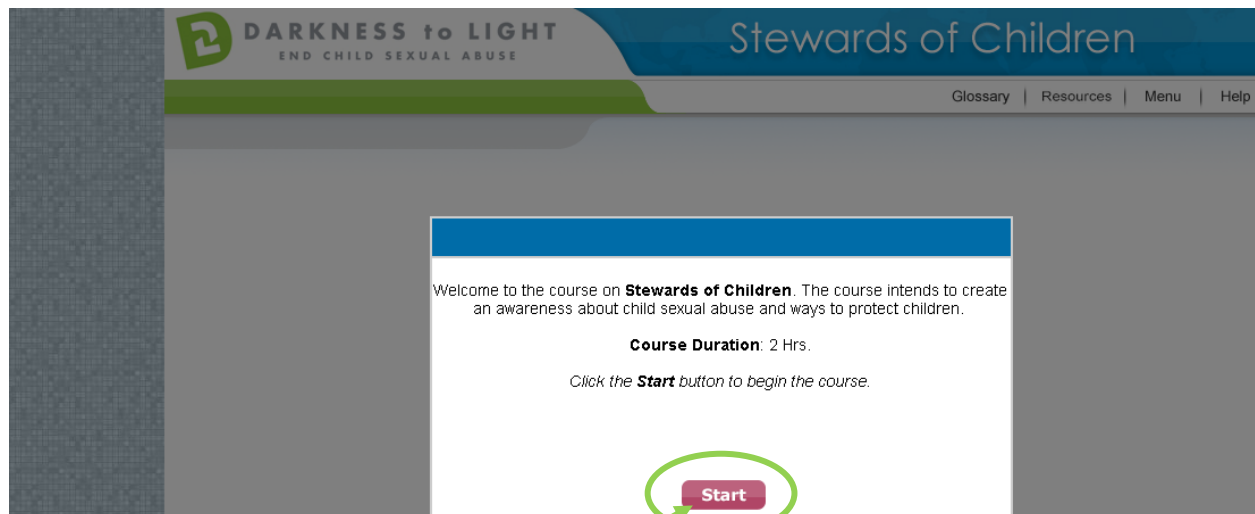
**Training Units:** 10.00 Training Units

**Available Languages:** English (US)

▶ You are already registered for this training

 [Launch](#)

Click "Start" to begin the *Stewards of Children* online training



**DARKNESS to LIGHT**  
END CHILD SEXUAL ABUSE

**Stewards of Children**


[Glossary](#) | [Resources](#) | [Menu](#) | [Help](#)

Welcome to the course on **Stewards of Children**. The course intends to create an awareness about child sexual abuse and ways to protect children.

**Course Duration:** 2 Hrs.

Click the **Start** button to begin the course.

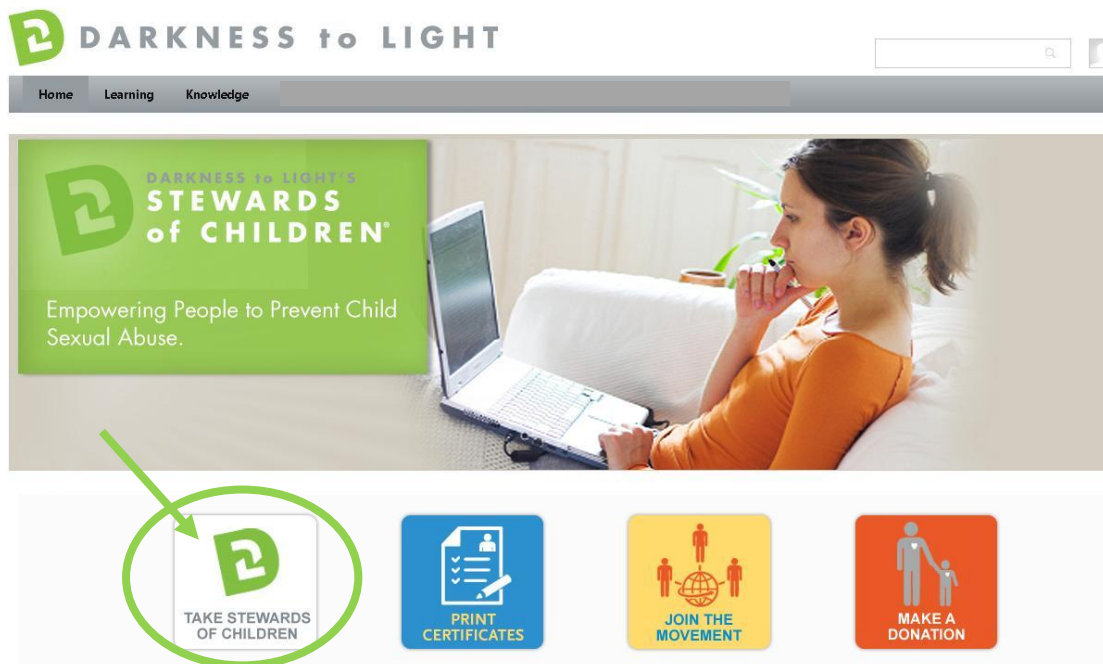
[Start](#)



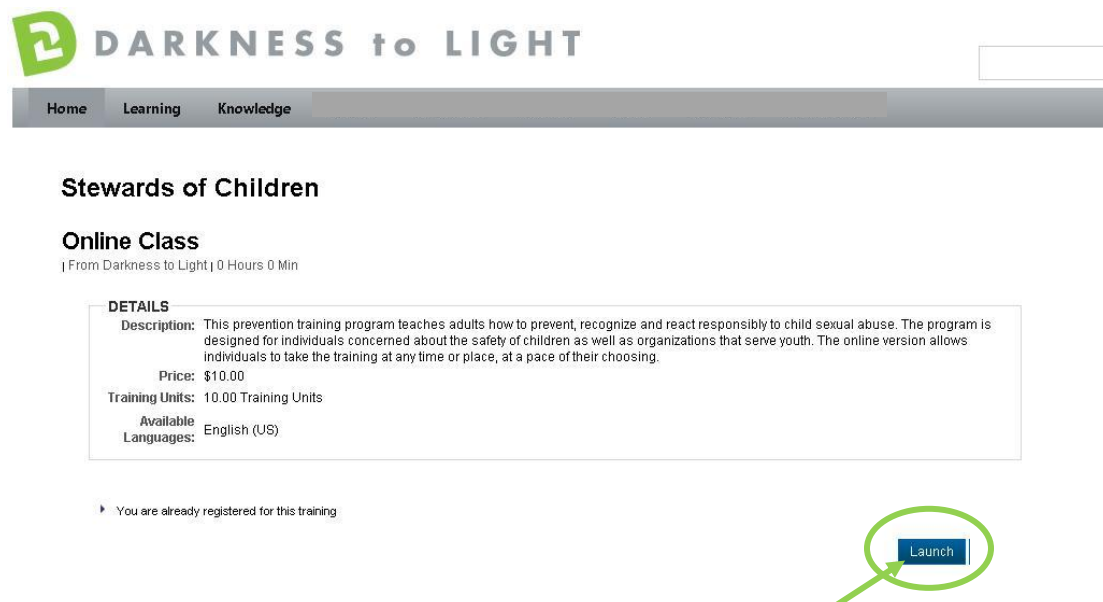


If you don't complete Stewards of Children in one sitting and would like to come back into the program at a later date, it will save your spot.

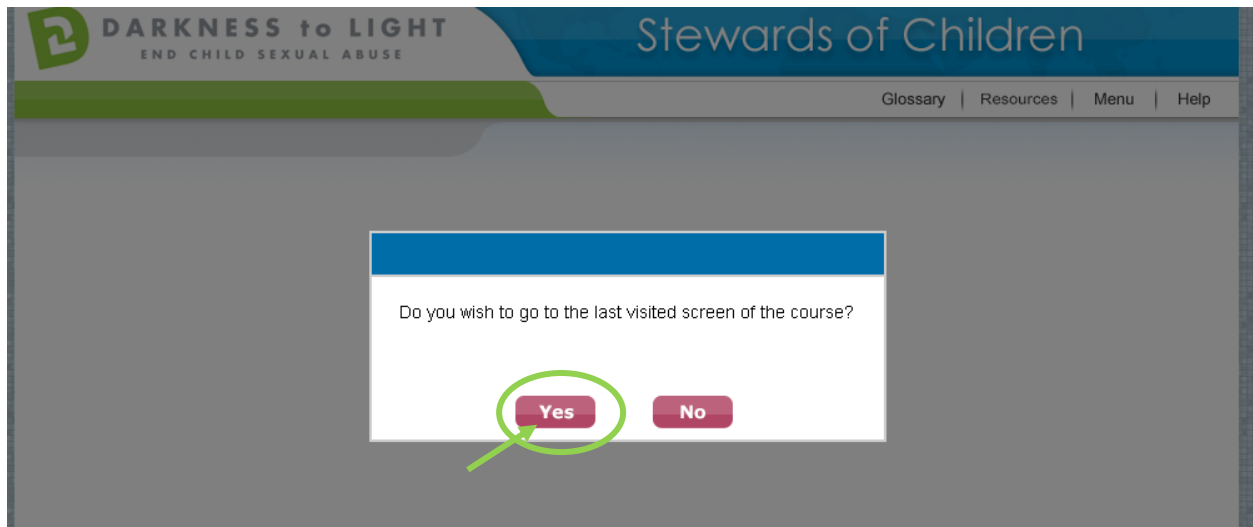
Login and Click "Take Stewards of Children"



Click "Launch." Please ensure your pop-up blockers are off in order to launch the training.



Click “Yes” and you will be brought to the last slide you were on.

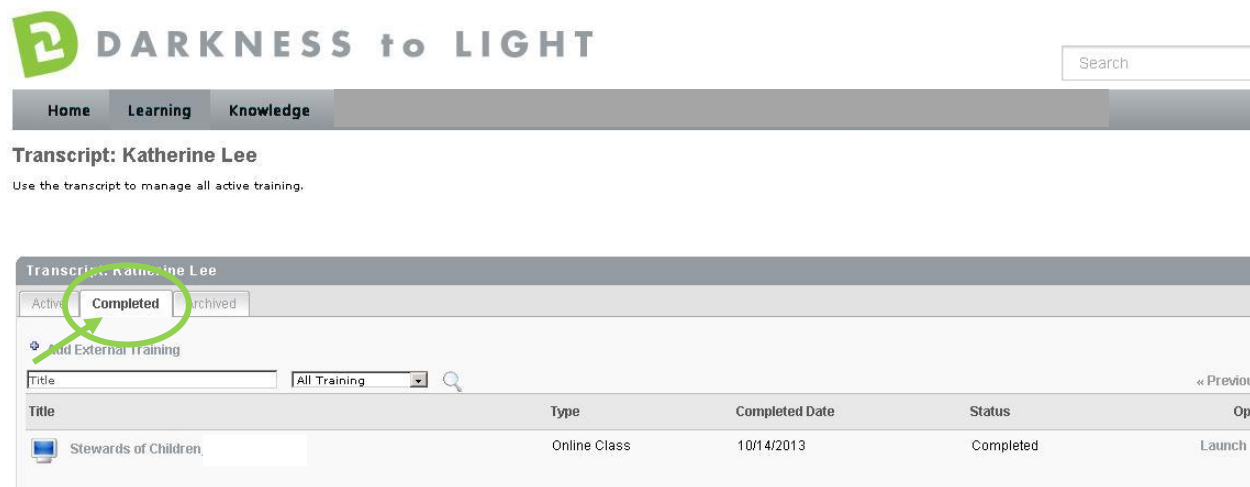





To access your certificate, login and click on "Print Certificates."



Click on the "Completed" tab



Click on the title "Stewards of Children"



**DARKNESS to LIGHT**

Search

Home Learning Knowledge

**Transcript: Katherine Lee**  
Use the transcript to manage all active training.

**Transcript: Katherine Lee**


Active Completed Archived

Add External Training

Title All Training

Title	Type	Completed Date	Status	Opt
Stewards of Children	Online Class	10/14/2013	Completed	Launch

Click on "Print Certificate."



**DARKNESS to LIGHT**

Home Learning Knowledge

Transcript: Katherine Lee

**Stewards of Children**

**Training Details**

Training Type: Online Class  
 Provider: From Darkness to Light  
 Version: 1.2  
 Training Hours: 1 Hours 30 Min  
 Description: This prevention training program teaches adults how to prevent, recognize and react responsibly to child sexual abuse. The program is children as well as organizations that serve youth. The online version allows individuals to take the training at any time or place, at a pac  
 Due Date: None  
 Certificate: **Print Certificate**

**TRAINING PROGRESS**

Progress: 100% (1 of 1 units complete)  
 Last Accessed: 10/14/2013  
 Total Views: 4  
 View Time: 3 Hour(s) 34 Minute(s)  
 Status: Completed  
 Modules: 1

This will pop up your certificate up and you can choose to save it your computer or print it.