



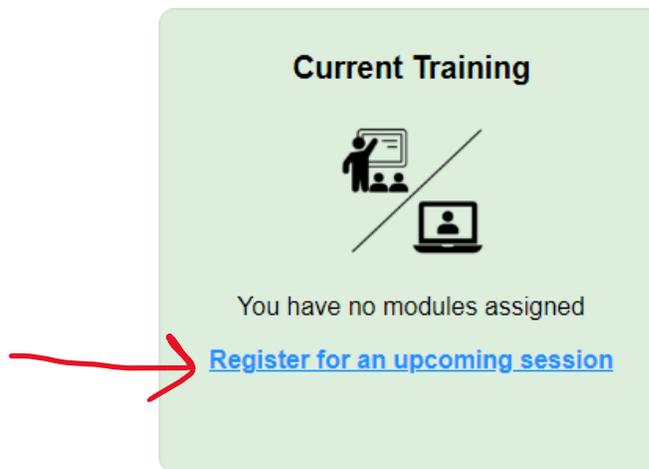
Archdiocese of Seattle

Safe Environment Program

Guide for Virtus Users – registering for initial training if not done at time profile was created

This guide is intended to assist Virtus users who previously created their Virtus profile but never registered for an in-person or online initial training session.

Step 1: Visit www.virtusonline.org and login as existing user with User ID and password. Click the link for the registration for upcoming session.



Step 2: It will show a list of upcoming sessions available around the Archdiocese. The in-person sessions are listed first, in date order. You may choose one of the in-person sessions or scroll down the page to register for the online module.

Training Registration

To register for a session, choose the session from the list below:

- Protecting God's Children for Adults**
Where: St. Mary Magdalen School - Everett (Everett)
8615 7th Ave. SE
When: Wednesday, March 15, 2023
6:00 PM
Estimated time: 3 hrs
Spaces remaining: 30 of 40

- Protecting God's Children for Adults**
Where: Our Lady of the Lourdes Catholic Church - Seattle (Seattle)
10243 12th Ave S
When: Sunday, March 26, 2023
11:45 AM
Estimated time: 3 hrs
Spaces remaining: 3 of 20
Language: This session will be conducted in Vietnamese
Notes: This session will be conducted in Vietnamese.

- Protecting God's Children for Adults**
Where: St. Joseph Catholic Church - Seattle (Seattle)

Step 3: If you prefer the online module instead of an in-person module, it allows you to complete the requirement in the privacy of your own home in about 90 minutes. Choose an online training module, then click “update pre-registration”.

This and the above screen shots are from the same page – in between is the list of current in-person training sessions being offered throughout the Archdiocese.



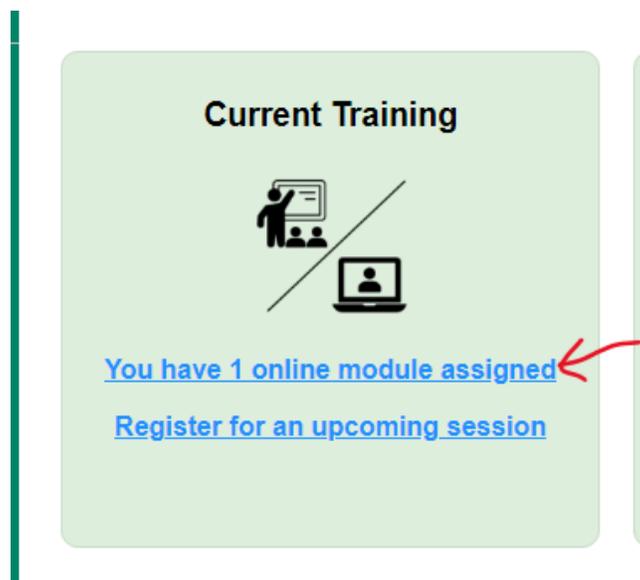
Spaces remaining: 31 of 31

Protecting God's Children for Adults (Online Training)

Protecting God's Children for Adults (Online Training in Spanish)

[Update pre-registration](#) [Cancel](#)

Step 4: IMMEDIATELY you will be taken away from the above page. Go back to your HOME page and note that in the “Current Training” box the module has been assigned. Click that link to be directed to the online module.



Current Training

[You have 1 online module assigned](#)

[Register for an upcoming session](#)

Step 5: The online module title will be displayed. Click the blue title (link) and it will take re-direct to another page that says “start video”. Once you complete the entire module, which is about 90 minutes, it will approve your profile automatically and you may print a certificate if you wish.

Online Training Modules

To begin your online training, please click the title of your assigned training:

 [Protecting God's Children® Online Awareness Session 4.0_Seattle](#)
Assigned: 03/09/2023
Due: 03/23/2023

-  Past due
-  Due date approaching
-  Assigned

For questions or concerns please contact the Archdiocesan Safe Environment Office at (206) 274-3188 or sep@seattlearch.org.