



Ocean Community YMCA

REDWOODS ONLINE TRAINING DIRECTIONS

Click onto; <https://redwoodsinsitute.csod.com/selfreg/register.aspx?c=6074>

****Mac users will need to use Firefox as their browser to access our courses.**

1. Fill in new user registration
3. Please select your organization
4. Please select your Program Area
5. Please select your Job Classification
6. Create your password
7. Click Login
8. Click the orange box that says 'browse all training' and complete the following 5 courses (type the course code in to help navigate):

- **Managing your risk of exposure to Blood Borne Pathogens**
Course code **RW60**
- **Child Sexual Abuse Prevention**
Course Code **RW76**
- **Unlawful Harassment Prevention**
Course Code **HP4**
- **Preventing member and guest slips, trips and falls**
Course Code **RW54**

9. Click on each course title individually,
10. Click request
11. Click register
12. Click launch when you're ready to take the training
13. Once completed, print out training certificate and submit with volunteer paperwork