

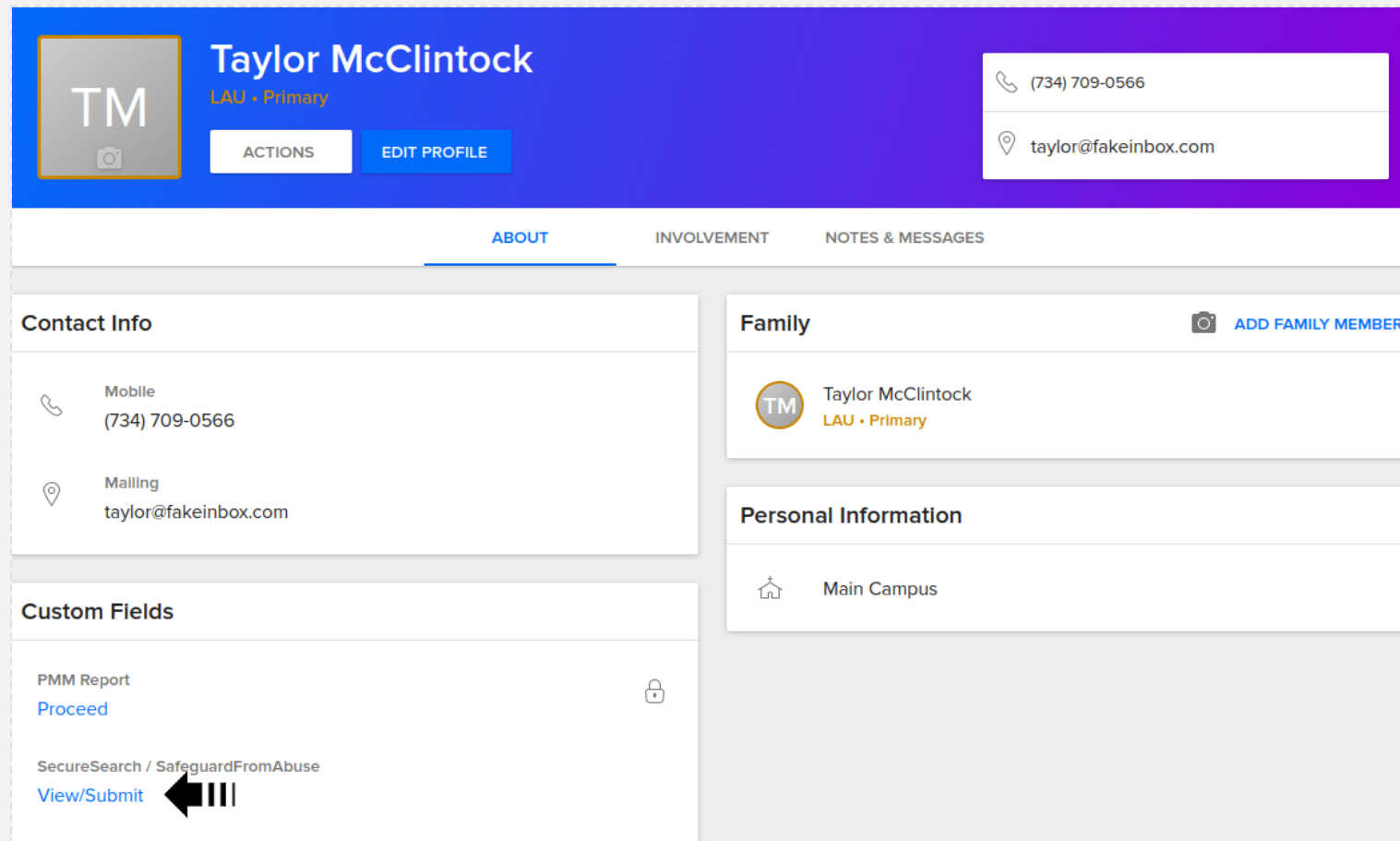
# How can YOUR CHURCH enable and use SafeguardFromAbuse?



## Getting SafeguardFromAbuse enabled: Back-end

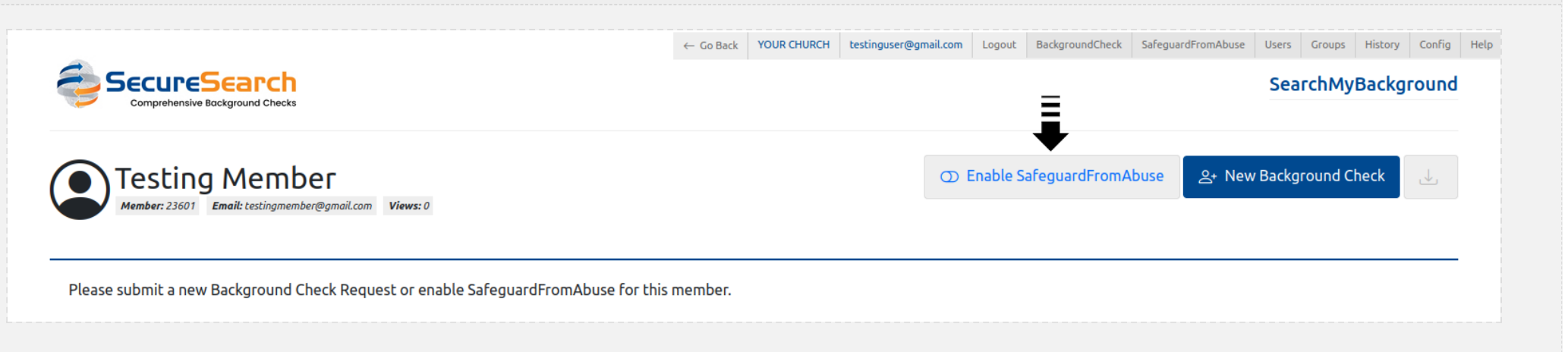
To request a Background Check, you should follow these steps (*black arrow*):

1 - Open any member's profile and click at the "View/Submit" button at "SecureSearch / SafeguardFromAbuse" Custom Field



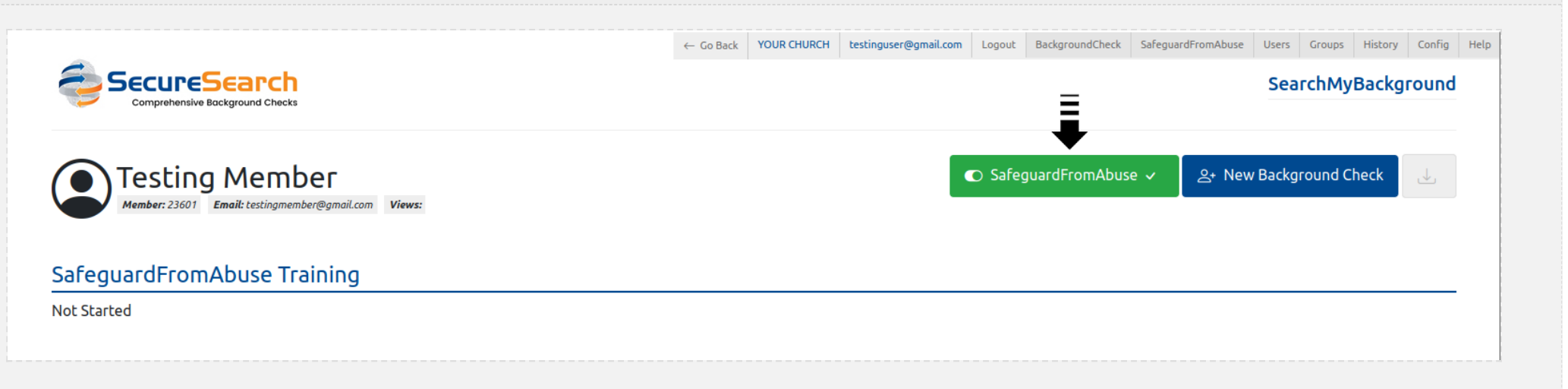
The screenshot shows a member profile for Taylor McClintock. The profile header includes a profile picture placeholder with 'TM', the name 'Taylor McClintock', and 'LAU - Primary'. There are buttons for 'ACTIONS' and 'EDIT PROFILE'. Contact information is listed as (734) 709-0566 and taylor@fakeinbox.com. The profile has tabs for 'ABOUT', 'INVOLVEMENT', and 'NOTES & MESSAGES'. The 'ABOUT' tab is active, showing sections for 'Contact Info', 'Family', and 'Personal Information'. The 'Contact Info' section lists mobile and mailing information. The 'Family' section shows Taylor McClintock as a family member. The 'Personal Information' section shows 'Main Campus'. In the 'Custom Fields' section, there is a 'PMM Report' field with a 'Proceed' button and a 'SecureSearch / SafeguardFromAbuse' field with a 'View/Submit' button. A black arrow points to the 'View/Submit' button.

2 - Click at "Enable SafeguardFromAbuse"



The screenshot shows the SecureSearch web application interface. At the top, there is a navigation menu with the following items: Go Back, YOUR CHURCH, testinguser@gmail.com, Logout, BackgroundCheck, SafeguardFromAbuse, Users, Groups, History, Config, and Help. The SecureSearch logo is on the left, and 'SearchMyBackground' is on the right. Below the navigation, the user profile for 'Testing Member' is displayed, including their member ID (23601), email (testingmember@gmail.com), and view count (0). A large downward-pointing arrow indicates the location of the 'Enable SafeguardFromAbuse' button, which is highlighted in a light grey color. To its right is a blue 'New Background Check' button and a download icon. Below the buttons, a message reads: 'Please submit a new Background Check Request or enable SafeguardFromAbuse for this member.'

3 - After a few seconds the button will turn green



The screenshot shows the same SecureSearch web application interface as in the previous step. The navigation menu and user profile information remain the same. The 'Enable SafeguardFromAbuse' button has now turned green and contains a white checkmark, indicating that the safeguard has been successfully enabled. The 'New Background Check' button and download icon are still present. Below the buttons, a new section titled 'SafeguardFromAbuse Training' is visible, with the status 'Not Started' displayed underneath.

4 - This is what you will see at CCB

SafeguardFromAbuse

Grade: 0 | Status: Synced | Last: 02/27/2023



SecureSearch / SafeguardFromAbuse

[View/Submit](#)

## □ Joining a Course: Member

The member will then receive an email with instructions to:

1 - Click at a LINK and join the Course (*a temporary password will be provided*)

2 - This is the login screen for joining the Course



Email

taylor@fakeinbox.com

Password

.....

[Sign In](#) or [Create Account](#)

Having trouble logging in? [Reset Your Password](#)

3 - This is what the user should see when get logged in for the first time

The screenshot shows a user interface for 'SAFEGUARD FROM ABUSE'. The user is logged in as Taylor McClintock, with 'Account' and 'Sign Out' options. The main navigation includes 'Dashboard' and 'Catalog'. The dashboard is divided into 'Current Courses' and 'Completed Courses' tabs. A search bar and a category dropdown are present. A pagination control shows '9 / Page'. A single course is listed: 'DEV Safeguard From Abuse for Faith-based Organizations with First Aid v5.0'. Below the course title, there are three icons: a receipt icon labeled 'Receipt', a calendar icon labeled 'Feb 23, 2023', and a progress indicator labeled '0%'. A large play button icon is visible on the course card.

4 - The "SafeguardFromAbuse Training" List will then change from "Not Started" to ACTIVE

The screenshot shows a list item for 'SafeguardFromAbuse Training'. The course title is 'DEV Safeguard From Abuse for Faith-based Organizations with First Aid v5.0'. Below the title, it shows 'Begin Date: 2/23/2023, 8:26:50 PM / Last Active: 2/23/2023, 8:28:33 PM'. To the right, there is a 'Grade:' label and a progress indicator consisting of three vertical bars and a right-pointing arrow, followed by the word 'ACTIVE' in orange.

5 - This is what you will see at CCB

SafeguardFromAbuse

Grade: 0 | Status: Active | Last: 02/27/2023



SecureSearch / SafeguardFromAbuse

[View/Submit](#)

## [Continuing the Course: Member](#)

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Once the member joins the Course, the following screens will be shown:

1 - The description and steps of the selected Course



Dashboard

Catalog

# DEV Safeguard From Abuse for Faith-based Organizations with First Aid v5.0

Start Course

0% completed

**Workbook - Please download v3** 1.28 MB

Please download and print this Learning Guide. Follow along with the training and fill in the blanks and make your own notes. Also use this as a takeaway document for references and websites.

**Introduction - Safeguard from Abuse - Faith-based v3**  
Introduction to Child Abuse Awareness training for faith-based organizations**Part 1 - Safeguard from Abuse v3****Part 2 - Safeguard from Abuse v3****Part 3 - Safeguard from Abuse v3****Part 4 - Safeguard from Abuse v3****Conclusion - Faith-based v3**

2 - After downloading some mandatory PDF file at the first step, it may continue to some video classes

## Introduction - Safeguard from Abuse - Faith-based v3

[Chapters](#) | [Notes](#)



Close

3 - And the progress will continue until the last step

# DEV Safeguard From Abuse for Faith-based Organizations with First Aid v5.0

Continue Course

10% completed



**Workbook - Please download v3** 1.28 MB

Please download and print this Learning Guide. Follow along with the training and fill in the blanks and make your own notes. Also use this as a takeaway document for references and websites.



**Introduction - Safeguard from Abuse - Faith-based v3** 5 minutes

Introduction to Child Abuse Awareness training for faith-based organizations



Part 1 - Safeguard from Abuse v3



Part 2 - Safeguard from Abuse v3



Part 3 - Safeguard from Abuse v3



Part 4 - Safeguard from Abuse v3



Conclusion - Faith-based v3



**Test for Understanding/Certificate- Safeguard from Abuse**

25 question test for certification



**Basic First Aid Training** 11 minutes

## Finishing the Course: Member > Back-end

Once the member finishes the Course, the following data will be shown:

1 - Final STATUS, which will be PASSED if everything went well and FAIL if not reached a grade  $\geq 80$



## SafeguardFromAbuse Training

**Course Title:** DEV Safeguard From Abuse for Faith-based Organizations with First Aid v5.0

*Begin Date: 2/23/2023, 8:26:50 PM / Last Active: 2/23/2023, 8:28:33 PM*

Grade: **96**



2 - This is what you will see at CCB

SafeguardFromAbuse

Grade: 99 | Status: Passed | Last: 02/27/2023



SecureSearch / SafeguardFromAbuse

[View/Submit](#)