

Login information for the online training existing United Educators (UE) account:***

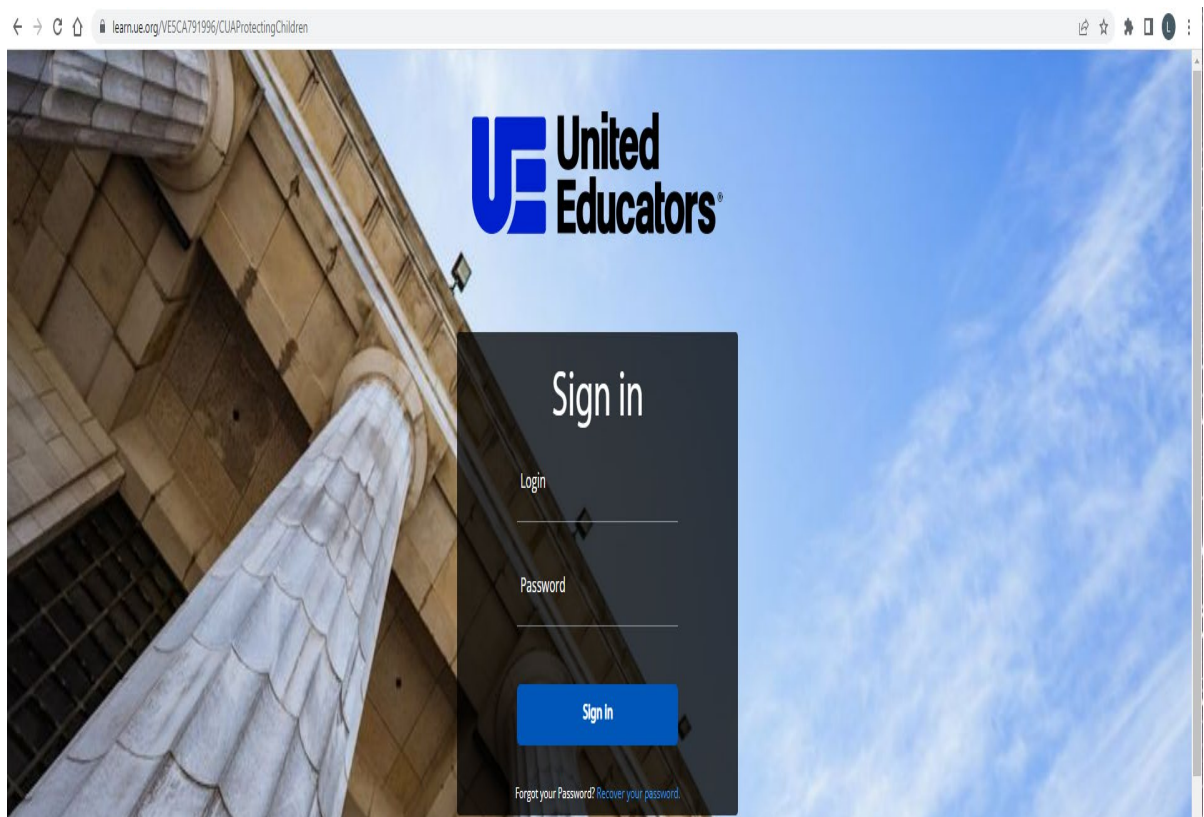
We ask that you complete the following courses:

- **Protecting Children: Identifying and Reporting Sexual Misconduct**
- **Protecting Children: Hiring Staff Who Work With Minors**
- **Boundary Training**
- *****Youth Athletics: Heat Illness***- If you participate in an Athletic Summer Camp, you are required to take this training course in addition to the three above.**

*****DEADLINE TO COMPLETE REQUIRED UE TRAINING: MARCH 1, 2023*****

To begin training, follow these steps:

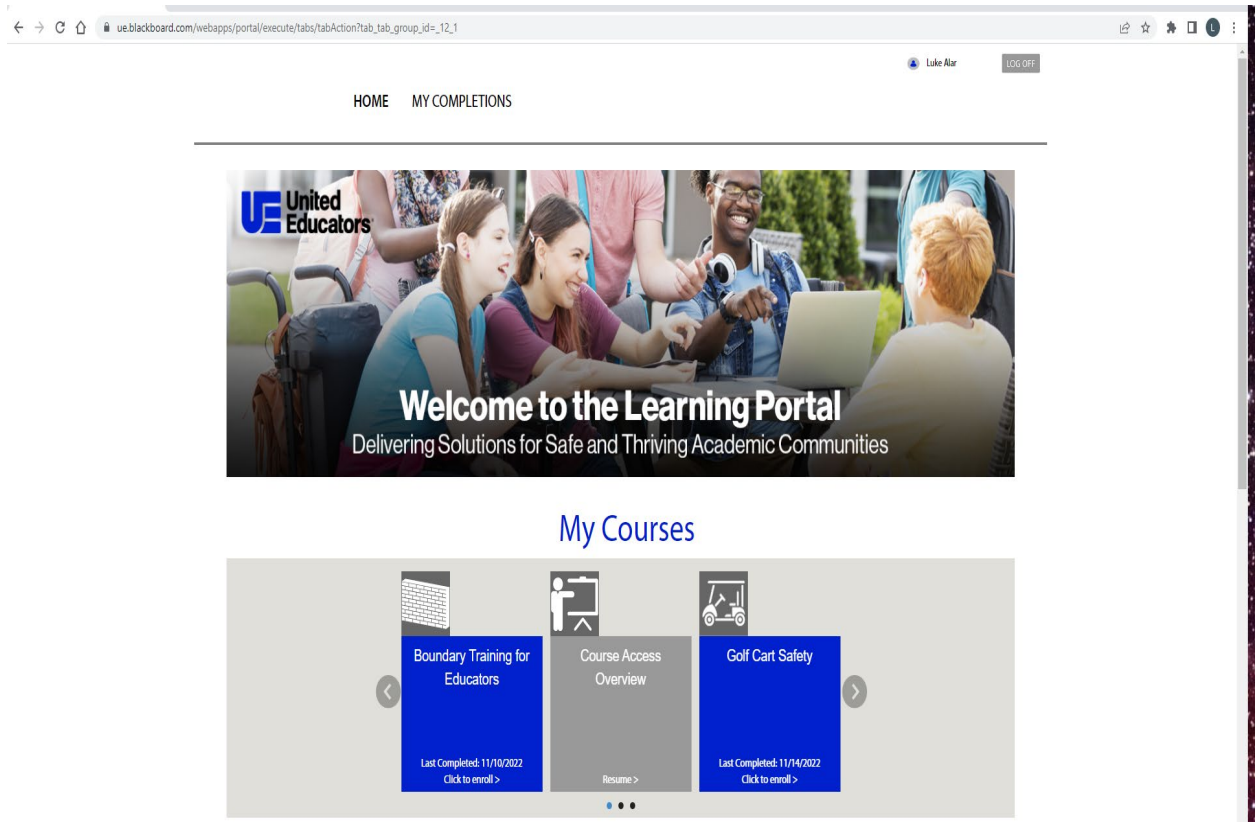
- 1) Go to <https://learn.ue.org/VE5CA791996/CUAProtectingChildren>
- 2) Log onto your existing UE account, using your login information:



3) You should see your dashboard and the 4 courses will show up under **My Courses**:

The screenshot shows a web browser window with the URL `ue.blackboard.com/webapps/portal/execute/tabs/tab_group_id=12_1`. The user is logged in as 'Luke Alar' and has a 'LOG OFF' button. The navigation menu includes 'HOME' and 'MY COMPLECTIONS'. The main banner features the 'United Educators' logo and the text 'Welcome to the Learning Portal' and 'Delivering Solutions for Safe and Thriving Academic Communities'. Below the banner, the 'My Courses' section displays three course cards in a carousel:

- Protecting Children: Hiring Staff Who Work With Minors** (Status: Resume >)
- Protecting Children: Identifying and Reporting Sexual Misconduct** (Status: Last Completed: 11/10/2022, Click to enroll >)
- Youth Athletics: Heat Illness Prevention** (Status: Last Completed: 11/10/2022, Click to enroll >)



- 4) If you do not see the 4 courses under My Courses, please reach out to Cassandra Mullen (mullenca@cua.edu) so I can manually add and update your access.

You will receive a confirmation email upon successful completion of each course.

Need Help?

If you have any issues with sign-in or accessing the courses, or if you did not receive your welcome email, visit the Support Portal at portalhelp.ue.org. Or click any Support Portal link on the site.

All other questions should be directed to Cassandra Mullen, mullenca@cua.edu.

Thank you for your time and cooperation in completing this essential training program!