



Bunbury Anglican

Access Code Enrolment into Safe Ministry Training

Safe Ministry Induction \$35

Please note: There is no immediate payment with this course, parishes will be invoiced monthly by the Diocesan Office. Please check with your Parish Office regarding payment.

Click on the link below, or type the following address into your web browser: <https://www.openlearning.com/courses/smr-training-anglican>

Signing up to OpenLearning.com

Once you enter the course URL into your browser you will be directed to the JOIN NOW page.

1. Click the JOIN NOW button.

Code provided by your

2. Sign up as a learner with Openlearning.com (Remember to record your password somewhere!) Click 'Get started'.

3. Select your class. It is the 'Private class (access code required)'.

4 Enter the Course Access Parish. Click 'Apply'.

You will need to obtain the access code from your Parish.

5 Click Join.

6. Complete the Enrolment Information

FOR GROUP FACILITATORS Remember to add the names of all people who are present at your group session for the course.

7. Click 'Join' the course.

Inside the course

1. Homepage



The menu tabs on the left side allow you to switch between the sections of the course.

The 'Your Progress' bar tracks your progress through the course. When 100% complete, you can download your certificate.

The screenshot shows the course homepage for 'SMR Anglican Safe Ministry Induction'. It features a blue header with a user profile icon and '0' next to it, and a 'Your Progress' bar. The main content area is titled 'Welcome to this Anglican Safe Ministry Induction' and lists objectives for Anglican church workers, such as developing awareness of Diocesan Safe Ministry documentation and identifying concerns about harm. A group photo of people is also visible.

2. Automatic saving & tracking of progress

You are able to exit the course, and re-enter as many times as you like, using your email address and password. When you exit, your progress will be saved, so that you can pick up where you left off.

3. Modules and Activities

Now you are ready to begin.

Use the 'Modules and Activities' tab on the left hand side of the screen to navigate your way through the course. To complete the course, please watch all the videos and complete all the activities.



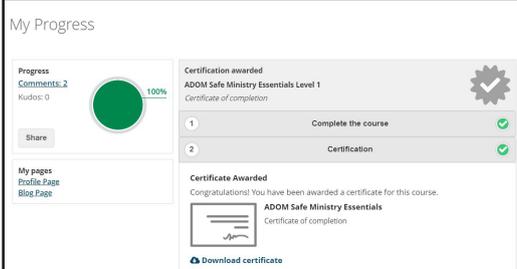
The screenshot shows the course navigation menu. The 'Modules and Activities' tab is selected, and the 'Diocesan Safe Ministry' section is highlighted. The main content area displays 'Course introduction' with three hats labeled 'Pastoral', 'Diocesan', and 'Legal'. Below this, 'Module 1 Safe Ministry Foundations' is visible.

4. Completion

Once completed, double click on 'You are Awesome!' in the progress bar to open your progress page.



The screenshot shows a confirmation screen with a green checkmark and the text 'Congratulations! You have completed this'. The top bar includes 'View', 'Edit', and 'Settings' options.



The screenshot shows the 'My Progress' page. It displays a progress bar at 100% completion, a 'Certification awarded' section for 'ADOM Safe Ministry Essentials Level 1', and a 'Download certificate' button. The page also shows 'My pages' and 'Share' options.

Click 'download' to get your certificate. The certificate is also emailed to you.

FOR GROUP FACILITATORS

Please email the course certificate along with a list of the names of all people who attended the course to your Parish.