

Cubmaster and Assistant Cubmaster on-line (my.scouting.org) training instructions

Date: 18-May-2018

The following instructions presume that you have already established a BSA Profile account on my.scouting.org. If this is NOT the case, please spend the 2-3 minutes to create your BSA Profile.

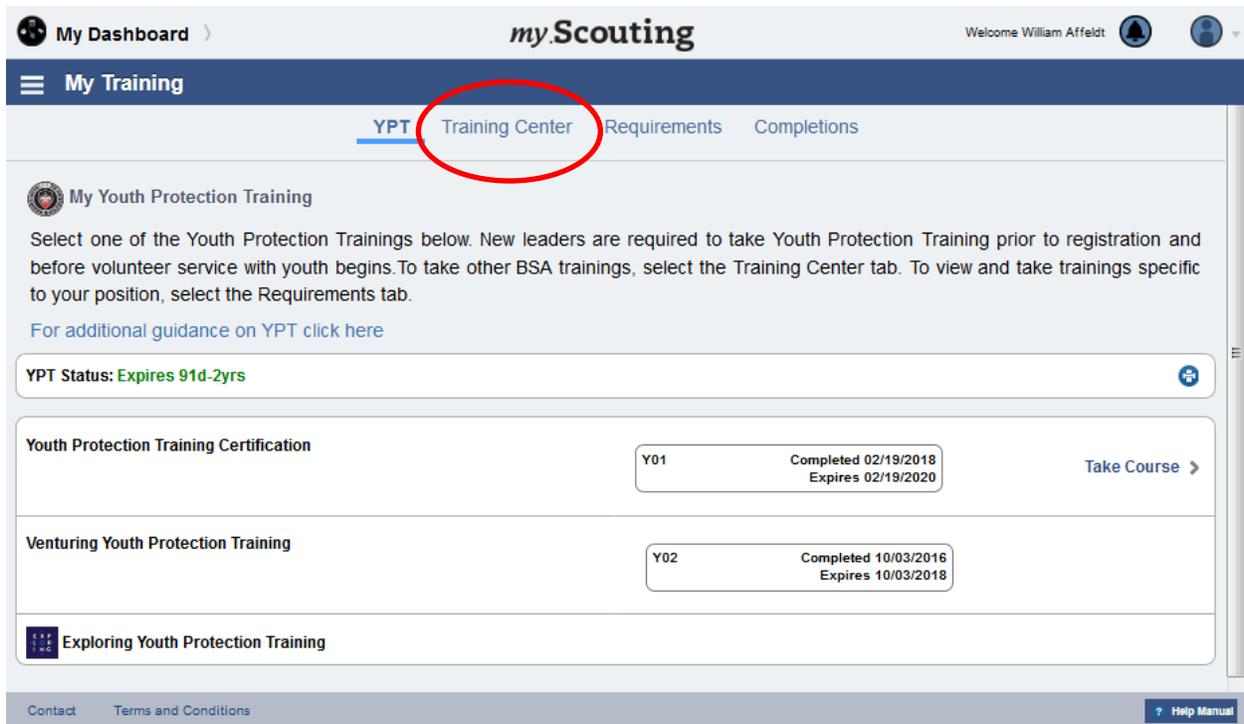
Thank you for taking the time to get trained for the position of Cubmaster or Assistant Cubmaster. This training consists of 27 training modules in 3 separate on-line sections. Each module ranges between 2 and 15 minutes to complete. The total training time is about 3 hours. The modules can be completed one at a time or multiple modules in one session.

So, let's begin.

Log-on to my.scouting.org

Open My Dashboard (the My Training page should appear)

Click on the Training Center tab



The screenshot shows the my.Scouting website interface. At the top, there is a navigation bar with "My Dashboard" and "my.Scouting" logo. Below this is a "My Training" section with tabs for "YPT", "Training Center", "Requirements", and "Completions". The "Training Center" tab is circled in red. Below the tabs, there is a section for "My Youth Protection Training" with instructions and a link for additional guidance. A "YPT Status" box indicates "Expires 91d-2yrs". Below this, there are two rows of training modules: "Youth Protection Training Certification" (Y01, Completed 02/19/2018, Expires 02/19/2020) and "Venturing Youth Protection Training" (Y02, Completed 10/03/2016, Expires 10/03/2018). A "Take Course" button is visible next to the first module. At the bottom, there is a footer with "Contact", "Terms and Conditions", and "Help Manual" links.

Under Training courses per Program, scroll down to “Cub Scouting” and **click on this section**

The screenshot shows the 'my.Scouting' Training Center interface. At the top, there is a navigation bar with 'My Dashboard', 'my.Scouting', and 'Welcome William Affeldt'. Below this is a 'My Training' section with tabs for 'YPT', 'Training Center', 'Requirements', and 'Completions'. The 'Training Center' tab is active. The main content area is titled 'Training Courses by Program' and includes a note about Flash Player. A list of programs is displayed, with 'Cub Scouting' highlighted by a red circle. Other programs include 'Boy Scouting and Varsity', 'Venturing', 'Sea Scouts', 'Exploring Youth', 'Exploring Adult', and 'Position Specific Training'. The footer contains 'Contact', 'Terms and Conditions', and a 'Help Manual' button.

My Dashboard > my.Scouting Welcome William Affeldt

My Training

YPT Training Center Requirements Completions

Training Courses by Program

Select one of the programs below to view a list of the courses available in that category. NOTE: Some courses require you to have the latest version of Flash Player. [Click here](#) to download a free copy of the current version.

- Cub Scouting** >
- Boy Scouting and Varsity >
- Venturing >
- Sea Scouts >
- EXPLORING Exploring Youth >
- EXPLORING Exploring Adult >
- Position Specific Training >

Contact Terms and Conditions ? Help Manual

The following page will appear:

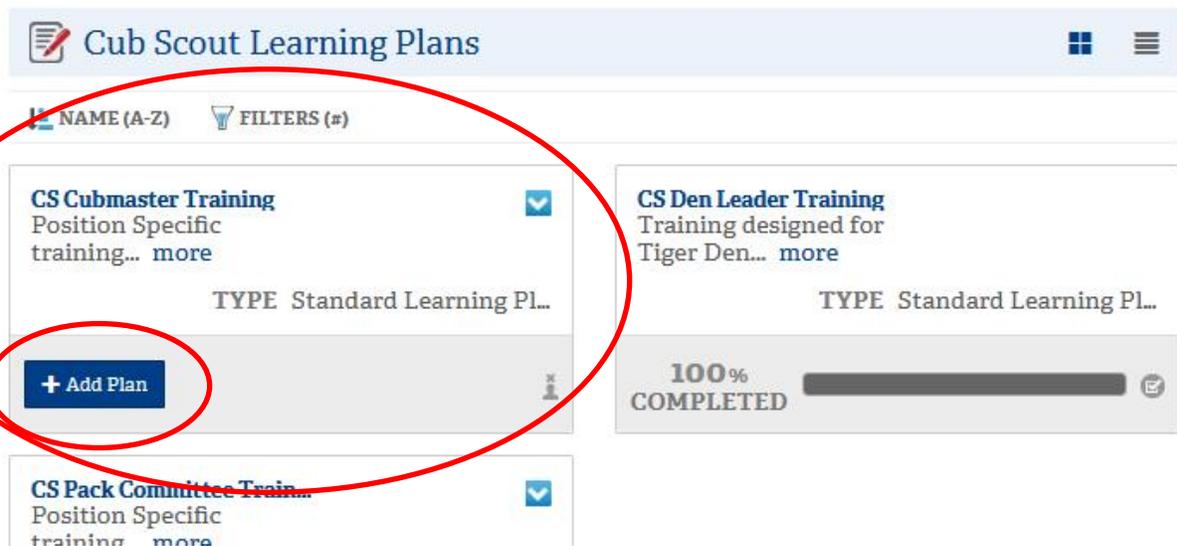
Click on the CS Cubmaster Training Learning Plan – “+ Add Plan”:

NOTE: IF the Training Plan is not started, there will be NO percentage (0%) complete



We all learn differently, and the Cub Scout training is designed to deliver the learning content in the style that works best for you—either online or instructor led. To get started with online training, select your position below. For other training content select the Home page.

Tips_MyScouting_App



Cub Scout Learning Plans

NAME (A-Z) FILTERS (#)

CS Cubmaster Training Position Specific training... more TYPE Standard Learning Pl... + Add Plan	CS Den Leader Training Training designed for Tiger Den... more TYPE Standard Learning Pl... 100% COMPLETED
CS Pack Committee Train... Position Specific training... more	

NOTE: As the modules in ALL associated Training Plans/Sections inside the CS Cubmaster Training Learning Plan are completed, this page will indicate the percentage complete of all of the modules in the CS Cubmaster Training Learning Plan.

Upon clicking on the CS Cubmaster Training, the below page will be launched.
Choose a Cubmaster Learning Plan (Training Section) and click on it



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 [Tips_MyScouting_App](#)

 **Cub Scout Learning Plans** ◀ BACK

CS Cubmaster Training

 **3** ITEMS  **0** ITEMS PAST DUE  **0** ATTACHMENTS

 SEQUENCE NUMBER  FILTERS (#)

Cub Scout Learning Plans > CS Cubmaster Training

1	CS Cubmaster - Before the First Meeting	STATUS Incomplete	TYPE Learning Plan
2	CS Cubmaster - First 30 Days	STATUS Incomplete	TYPE Learning Plan
3	CS Cubmaster - Position Trained	STATUS Incomplete	TYPE Learning Plan

- The training is divided into 3 separate sections. All 3 sections must be completed.
- The overall Plan also tracks the overall percentage completion and each section tracks the percent completion of the modules within that section.
- All modules in all sections are required to be completed before this training is considered complete.

Each training section consists of between 5 and 11 modules ranging from 3 to 15 minutes.

CAVEATS:

- The training modules must be 100% to get credit for the training module.
- ALL of the training modules in a section must be complete to get 100% completion for that section.
- Some of the training modules have a time-out period of inactivity. If this occurs, the entire module must be re-taken.

The following (or similar) page will appear.

Choose a training module and launch the training



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Cub Scout Learning Plans

[← BACK](#)

CS Cubmaster - Before the First Meeting

4 ITEMS ITEMS PAST DUE ATTACHMENTS

Cub Scout Learning Plans > CS Cubmaster Training > CS Cubmaster - Before the First Meeting

1 **CS The Cubmaster**

The Cubmaster plays a big role in planning and leading of the den and pack. With support from others, they make sure a great program is always presented. This module focuses on the skills and... [more](#)

DUE DATE N/A

STATUS Completed

OPTIONAL No

TYPE Course

COMPLETED DATE
October 28, 2016

2 **CS Leading Pack Meetings**

An essential part of a Cubmaster's job is planning the pack meeting. Cubmasters should understand the parts of a pack meeting and any available resources. There are also best practices, tips and hints to... [more](#)

DUE DATE N/A

STATUS Completed

OPTIONAL No

TYPE Course

COMPLETED DATE
October 28, 2016

3 **CS How Dens and Packs Work**

When families join Scouting, they become members of a Scout unit or den. The Cub Scout den is a part of a pack. Each pack is identified by their pack number. Each pack is chartered to a local organization... [more](#)

DUE DATE N/A

STATUS Completed

OPTIONAL No

TYPE Course

COMPLETED DATE
October 28, 2016

4 **CS Effective Leadership**

Throughout the year, the den and their families will look to you for leadership, ideas, and encouragement, as they work on the requirements for their

DUE DATE N/A

STATUS Completed

OPTIONAL No

TYPE Course

COMPLETED DATE
October 28, 2016

- When the module is complete, the Status will change from: "Not Attempted" to "In Progress" and finally "Completed" (with a completion date).

- Choose another Training Learning Plan and repeat the above process until ALL modules are completed.