

## Instructions for completing the on-line (my.scouting.org) training for the position of either: Den Leader or Assistant Den Leader

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.

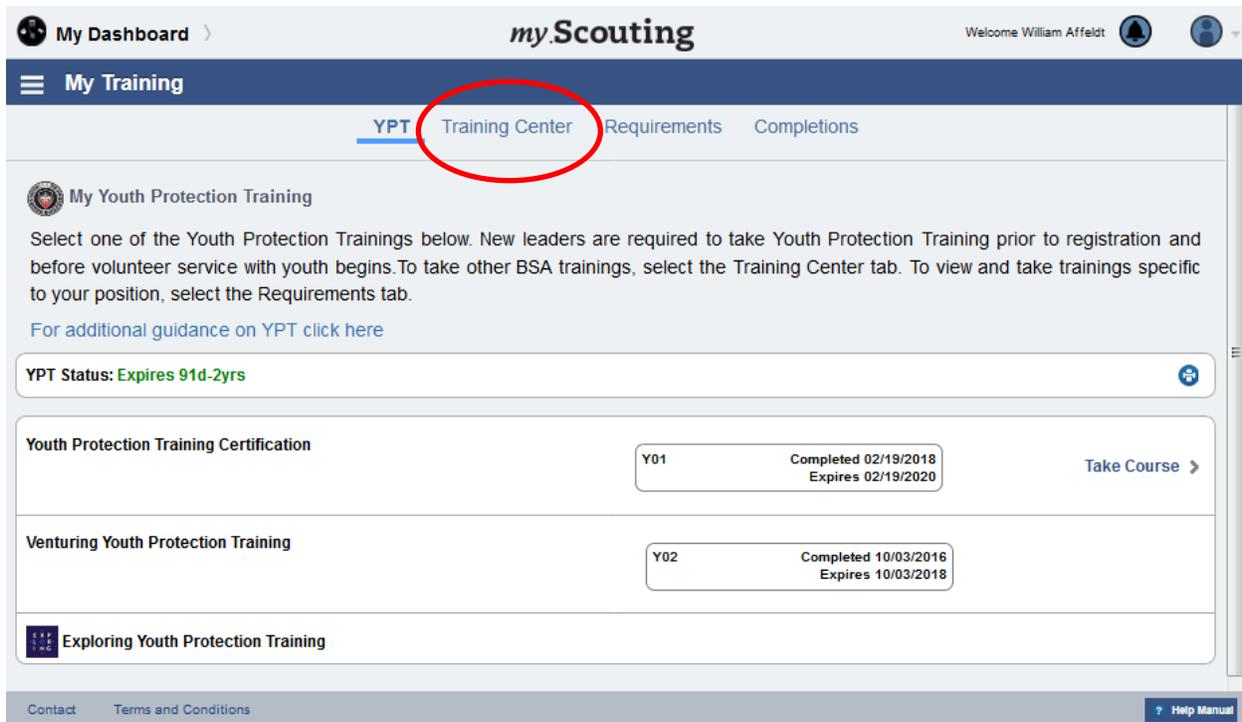
Thank you for taking the time to get trained for the position of Den Leader or Assistant Den Leader. This training consists of 23 training modules in 3 separate on-line sessions. Each module ranges between 3 and 15 minutes to complete. The total training time is about 3 hours. The modules can be completed 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 four tabs: "YPT", "Training Center", "Requirements", and "Completions". The "Training Center" tab is circled in red. Below the tabs, there is a section titled "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 are links for "Contact", "Terms and Conditions", and "Help Manual".

Under Training Courses by Program, scroll down to “Cub Scouting” and click on this section.

The screenshot shows the 'my.Scouting' website interface. At the top, there is a navigation bar with 'My Dashboard', the 'my.Scouting' logo, and a user profile for 'William Affeldt'. Below this is a 'My Training' section with tabs for 'YPT', 'Training Center', 'Requirements', and 'Completions'. The 'Training Center' tab is active. Underneath, there is a section titled 'Training Courses by Program' with 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 links for '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 Den Leader Training Learning Plan – “+ Add Plan”:

**NOTE: IF the Training Plan is not started, there will be NO percentage 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

A screenshot of the "Cub Scout Learning Plans" interface. The header shows "Cub Scout Learning Plans" with a search icon and a menu icon. Below the header, there are sorting options "NAME (A-Z)" and "FILTERS (#)". The main content area displays three learning plan cards. The first card is "CS Cubmaster Training" with a checkmark icon and a "+ Add Plan" button. The second card, "CS Den Leader Training", is circled in red and shows "100% COMPLETED" with a progress bar and a checkmark icon. The third card is "CS Pack Committee Train...".

Learning Plan Name	Status
CS Cubmaster Training	Not Started
CS Den Leader Training	100% COMPLETED
CS Pack Committee Train...	Not Started

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

Upon clicking on the CS Den Leader Training, the below page will be launched.  
Choose a Training Session and click on the module.

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## Cub Scout Learning Plans < B.

CS Den Leader Training

**3**  
ITEMS

**100%**  
COMPLETED

**0**  
ITEMS PAST DUE

**0**  
ATTACHMENTS

SEQUENCE NUMBER    FILTERS (#)

Cub Scout Learning Plans > CS Den Leader Training

1	<b>CS Den Leader - Before the First Meeting</b>		
	STATUS Completed	TYPE Learning Plan	COMPLETED DATE October 28, 2016
2	<b>CS Den Leader - First 30 Days</b>		
	STATUS Completed	TYPE Learning Plan	COMPLETED DATE October 28, 2016
3	<b>CS Den Leader - Position Trained</b>		
	STATUS Completed	TYPE Learning Plan	COMPLETED DATE April 25, 2018

- 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.
- Clicking on a Training Session.

Each training session consists of between 5 and 11 training modules.

Each training module is between 3 and 15 minutes in duration.

The training module must be 100% completed to get credit for the training module.

CAVEAT: Some training modules have time-out periods on inactivity. If this occurs, the entire training modules will have to be re-taken.

Click on a Cub Scout Learning Plan (training session) to begin training.



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## Cub Scout Learning Plans

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### CS Den Leader Training

3 ITEMS   100% COMPLETED   0 ITEMS PAST DUE   0 ATTACHMENTS

SEQUENCE NUMBER   FILTERS (#)

Cub Scout Learning Plans   CS Den Leader Training

#### 1 CS Den Leader - Before the First Meeting

STATUS Completed

TYPE Learning Plan

COMPLETED DATE October 28, 2016

#### 2 CS Den Leader - First 30 Days

STATUS Completed

TYPE Learning Plan

COMPLETED DATE October 28, 2016

#### 3 CS Den Leader - Position Trained

STATUS Completed

TYPE Learning Plan

COMPLETED DATE April 25, 2018

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 Den Leader - Before the First Meeting

4 ITEMS   **100% COMPLETED**   0 ITEMS PAST DUE   0 ATTACHMENTS

Cub Scout Learning Plans > CS Den Leader Training > CS Den Leader - Before the First Meeting VIEW CERTIFICATE

1	<b>CS Cub Scouting Ideals</b> As a new leader, it may seem to you that there are a lot of different things to learn. In this lesson we will cover many which are a vital to teaching the core values of Scouting. The Scouting program is... <a href="#">more</a>	<b>LAUNCH COURSE</b>	
DUE DATE	N/A	STATUS Completed	OPTIONAL No
TYPE	Course	<b>COMPLETED</b> October 28, 2016 DATE	
2	<b>CS Cub Scout Advancement</b> (3:46) Advancement is one of the methods used to achieve Scouting's aims—character development, citizenship training, and personal fitness. This module identifies the purpose and goals of... <a href="#">more</a>	<b>LAUNCH COURSE</b>	
DUE DATE	N/A	STATUS Completed	OPTIONAL No
TYPE	Course	<b>COMPLETED</b> October 28, 2016 DATE	
3	<b>CS Leading Den Meetings</b> Course Description.	<b>LAUNCH COURSE</b>	
DUE DATE	N/A	STATUS Completed	OPTIONAL No
TYPE	Course	<b>COMPLETED</b> October 28, 2016 DATE	
4	<b>CS Den Discipline</b> In this module, we will focus on strategies, tools, and actions that you and your Cub Scouts can take that will help you keep the den running smoothly and make sure everyone has the best experience... <a href="#">more</a>	<b>LAUNCH COURSE</b>	
DUE DATE	N/A	STATUS Completed	OPTIONAL No
TYPE	Course	<b>COMPLETED</b> October 28, 2016 DATE	

- When the module is complete, the Status will migrate from: "Not Attempted" to "In Progress" and finally "Completed" (with a completion date).
- Choose another training module and repeat the above process until ALL modules are completed.