

# MYscouts.ca: Logging in and finding Training

## Getting Started

*Tip: The training works best using Google Chrome (browser).*

*Tip: Using an iPad? Try downloading Puffin (browser/App).*

1. Go to [www.myscouts.ca](http://www.myscouts.ca).
2. If you've logged into myscouts before, input your email address and password. (Successful login? Skip ahead to 4.)
3. Otherwise, click "I Forgot My Password" to reset your account.
  - a. Input your email address and confirm that you're an actual person.
  - b. You should be returned to the log-in page and see a message telling you that an email from the helpcentre has been sent to your email box.

*If you get an error message, contact [helpcentre@scouts.ca](mailto:helpcentre@scouts.ca) or your Service Centre Registrar ([pat.papineau@scouts.ca](mailto:pat.papineau@scouts.ca)).*

- c. Look in your email account for the helpcentre message and click on the link to get into your profile.
  - d. If you're an "active" or "pending" member, you may be asked to read and accept the Scouts Canada **Code of Conduct** if you have not done so previously during the calendar year.

*(You must agree to the code of conduct to be a member of the organization.)*
  - e. Once in, under **Member Options**, choose "Update Password and Language" to set and save a password.
4. Verify that your personal information including your Role (if you have one) on the "My Roles" tab is correct.

*You can make some changes to your profile yourself (Contact, Emergency and Medical information, password and other items under "Member Options"), but...*

*Email address and role changes must be done by the Service Centre/Council Registrar.*

5. Go to training by clicking on the David Huestis Learning Centre button.

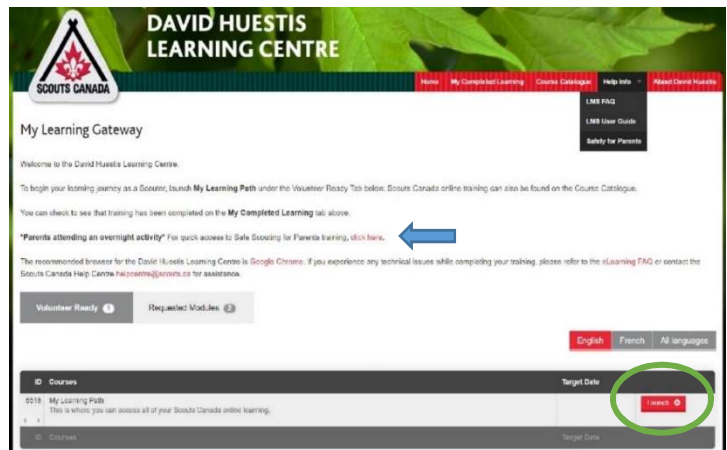


# Finding Training

*Tip: The training works best using Google Chrome (browser).*

*Tip: Using an iPad? Try downloading Puffin (browser/App).*

1. Once you have logged into your myscouts account and clicked on the “David Heustis Learning Centre”, you’ll land at “My Learning Gateway”.
2. **Parents** needing “Safe Scouting for Parents” may click on the link in the upper section.



**Volunteers and Rover Scouts** needing training click to *Launch* “My Learning Path”.

Some people may see more options – sessions labelled “Scouting Fundamentals”.

These are also available through “My Learning Path” and satisfy basic training requirements of Rover Scouts and new Volunteers: Child and Youth Safety, Accessibility and Module 1.



3. “My Learning Path” has a secondary launch point with some instructions and tips to help ensure successful completion of the training.



## My Learning Path

### Welcome to your Learning Path

Your personal Learning Path is where you can access all Scouts Canada online learning. Return here after you complete each session to track your progress.



Every time you return to your Learning Path, I will ask you if you have completed the last session you launched from your Learning Path. If you answer “Yes” I will trust your word and mark the session as complete on your Learning Path.

If you are unsure, you can check to see if you have successfully completed the session by checking under the “My Completed Learning” tab in the David Heustis Learning Centre.

**IMPORTANT** Marking a session complete in your Learning Path will not mark it complete in the David Heustis Learning Centre.

Launch

**Do not close this window while taking your course. If you want to close this window, please click on the ‘Save and Exit’ button to save your progress.**

4. You'll be asked to:

- input your name (or what you'd like to be called when you're training)
- choose an avatar
- indicate the Section(s) with which you'll be working
- identify yourself as "New" or "Returning".

If you've completed "Scouting Fundamentals" (previously/also known as Child and Youth Safety, Accessibility, and Module 1), choose "Returning".

If you've never taken training or you're returning after a longer break in service and have not completed "Scouting Fundamentals" (or their equivalents), you will need to choose "New".



5. Milestone Training:

After completing the seven "Scouting Fundamentals" sessions...

Section volunteers can complete the Canadian Path Wood Badge, (after completing Scouting Fundamentals sessions) by doing all sessions in these areas of the map:

- Canadian Path Fundamentals
- Canadian Path Principles
- Scouters Working Together
- Facilitating the Program

Wood Badge for Group Committee can be completed by accessing the four huts (labelled Modules 2-5) in the "Supporting the Program" area plus the "Canadian Path Fundamentals" session.



6. Some additional helpful sessions (including "Volunteer Screening Training") can be also be found in the "Supporting the Program" area. Click the arrow on the right side of the screen to view those.



If you have problems, contact [helpcentre@scouts.ca](mailto:helpcentre@scouts.ca) or your Service Centre Registrar ([pat.papineau@scouts.ca](mailto:pat.papineau@scouts.ca)).