There are two (2) courses for Pastors (Credential Holders)

Click on the link below, or type the following address into your web browser, for the Induction Course (if you have *not* completed a Safer Churches Course before):
https://www.openlearning.com/courses/acc-safer-churches-induction-course-2nd-ed
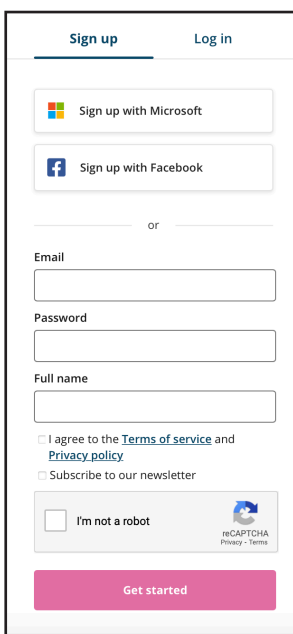
Click on the link below, or type the following address into your web browser, for the Refresher Course (if you have completed a Safer Churches Course before):
https://www.openlearning.com/courses/2021-acc-safer-churches-refresher

Signing up to OpenLearning.com

Once you enter the course URL into your browser you will be directed to the JOIN NOW page for the course you have selected.
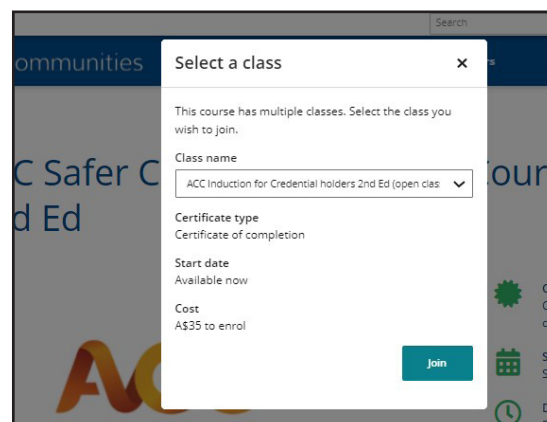
1. Click the JOIN NOW button.

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

3. Select your class.
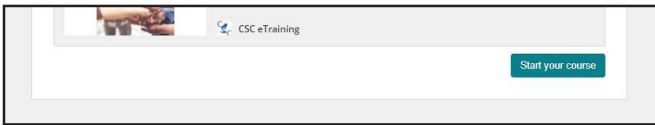
It is the '**open class**'.

4. Click **Join**.

Paying for each course

(Repeat, this step for each course)

Once you have joined the class, you will be directed to the **Complete Your Purchase** page. Complete the form on the purchase page.

The system will email you a receipt and take you to the screen below.

Click '**Start your course**'.

Complete the Enrolment Information

The system will now ask you to enter some additional enrolment information.

This information is important for communication with the Diocese.

Once you have filled in all fields, click the 'Join 'button.

Navigating the Course

1. Homepage

The menu tabs on the left side allow you to switch between the sections of the course.
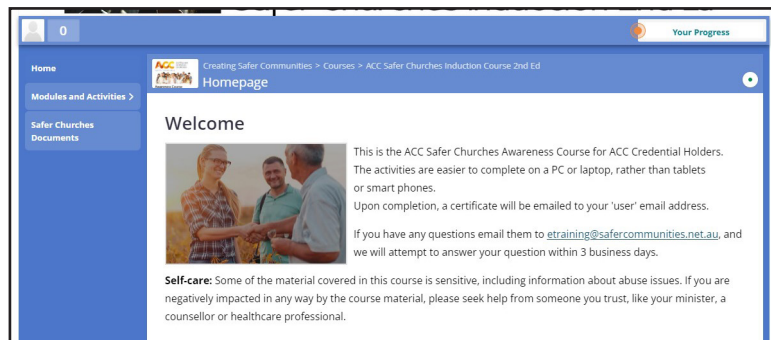
The 'Your Progress' bar tracks your progress through the course. When 100% complete, you can download your certificate.

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.

4. Completion

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

Click on 'download' to get your certificate. The certificate is also emailed to you.
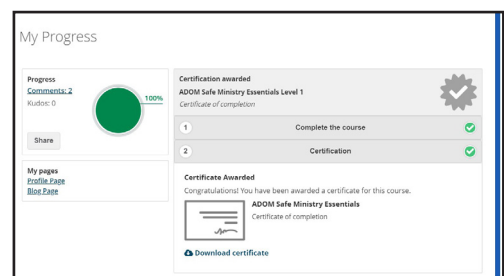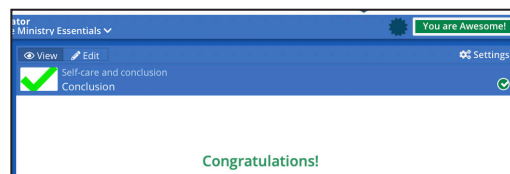
If you require any assistance email etraining@safercommunities.net.au