

### Training Log

In Blue Ribbon, there is one place for you to record training that was targeted toward adults, and that is the Training Log. Examples of trainings/people that can be recorded here include:

- ◆ The adults who attend Girl Talk or Guy Talk with their children, under Parenting.
- ◆ Organizational Leader trainings, under Leadership.
- ◆ County Council (youth) who have a meeting designed to help them with leadership roles, under Leadership.
- ◆ A Teen Parenting group, under Parenting.
- ◆ A training session for volunteers who are going to assist with a special interest or day club program, under Leadership.

#### Directions:

- ◆ Use the Training Log forms (S-4). In Blue Ribbon, choose ES237/Training Log. The screen that appears will closely parallel form S-4. The “Club Code” box is again optional.
- ◆ Notice that you need only to designate the attendees as youth or adult volunteers, or “other adults” (the parents in Girl Talk would be “other adults”), and at the bottom, separate them by gender. When you enter the number of training hours, the “Contact Hours” will automatically calculate.

	Number Trained	Training Hours	Contact Hours
Youth Volunteers			
Adult Volunteers	17	6	102
Other Adults			
<b>Total Trained</b>	<b>17</b>	<b>6.00</b>	<b>102.00</b>