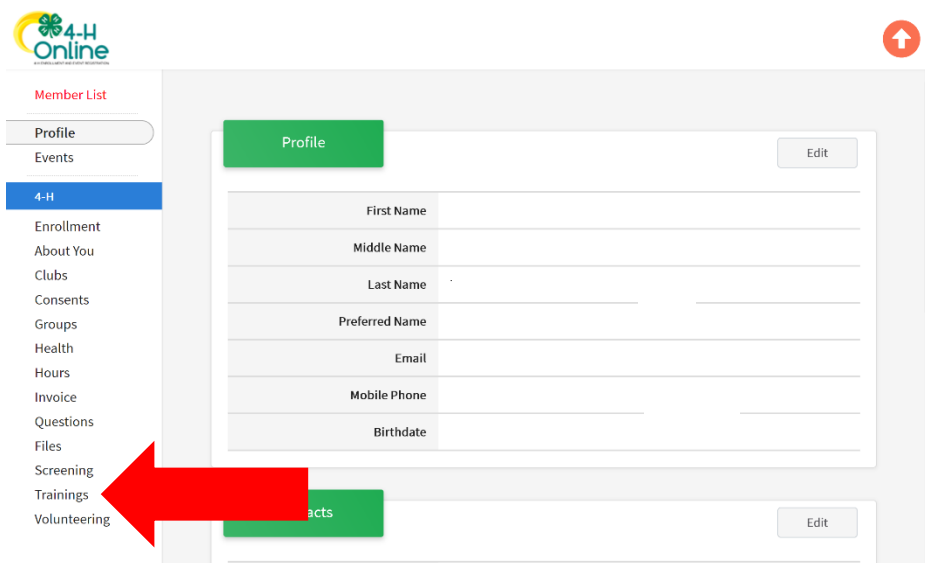


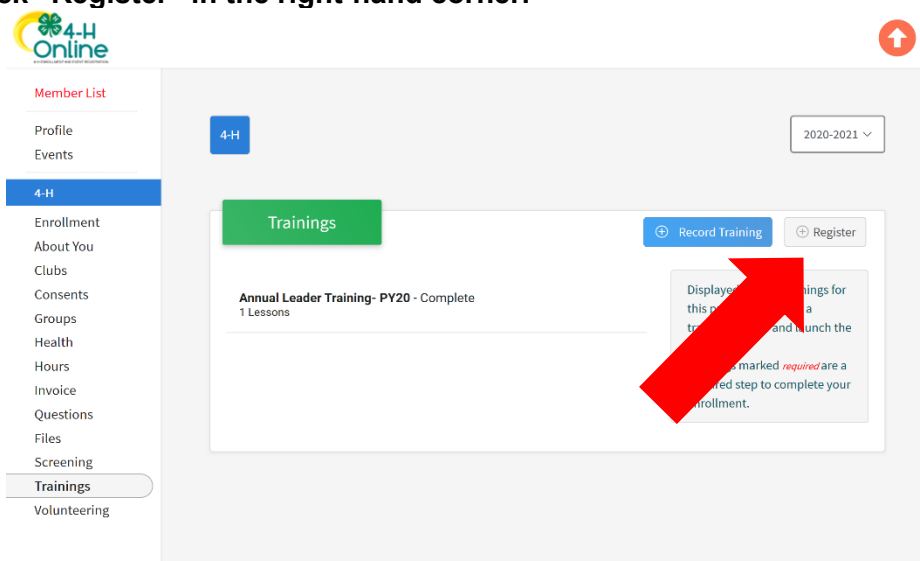
New Volunteers-How to access the required New Volunteer Training Sessions 1-4

Creating a New 4-H Online Account

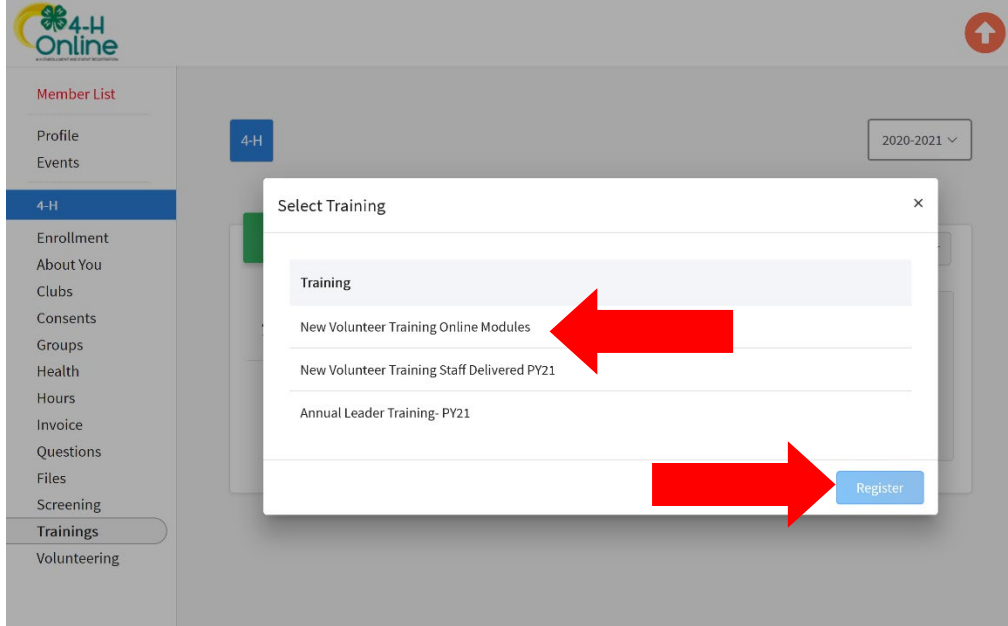
1. Go to <http://v2.4honline.com>.
 2. If you need additional support on creating an account or accessing a old account from 4HOnline1.0 refer to the Iowa 4-H 4HOnline webpage <https://www.extension.iastate.edu/4h/4honline-information-families-and-leaders> and access the “Family Enrollment Guide” for more detailed instructions.
- Once you have logged in click “View” to access your profile page. From this screen click on the “trainings” option on the lower left-hand side of the screen.



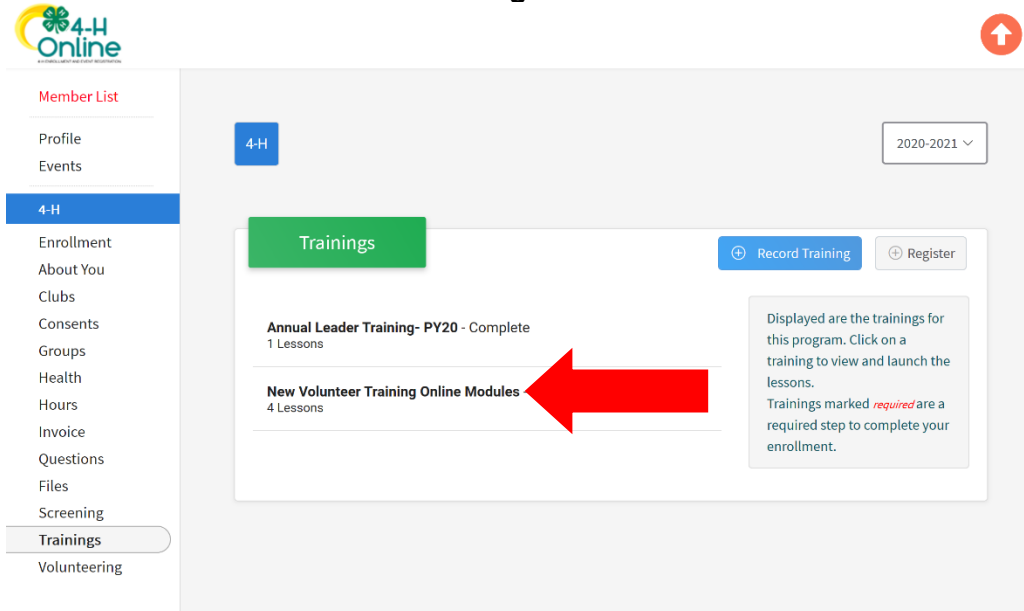
- Click “Register” in the right-hand corner.



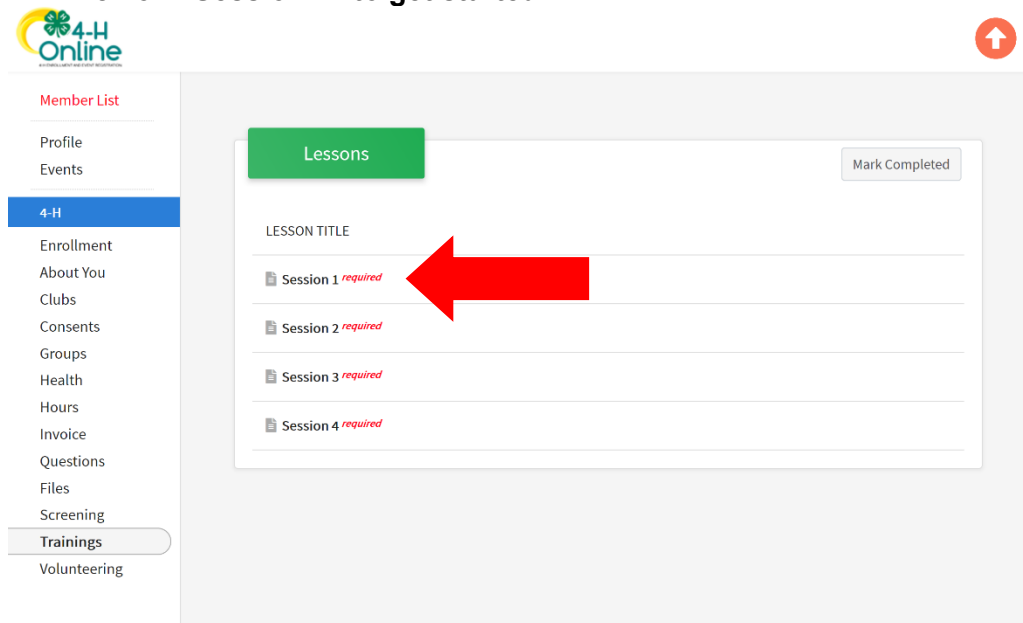
- Click on “New Volunteer Training Online Modules” and then click “Register”.



- Click the “New Volunteer Training Online Modules” to access the modules.



- Click on “Session 1” to get started.



The screenshot shows the 4HOnline user interface. On the left is a navigation menu with options: Member List, Profile, Events, 4-H (highlighted), Enrollment, About You, Clubs, Consents, Groups, Health, Hours, Invoice, Questions, Files, Screening, Trainings (highlighted), and Volunteering. The main content area is titled 'Lessons' and contains a table with the following rows:

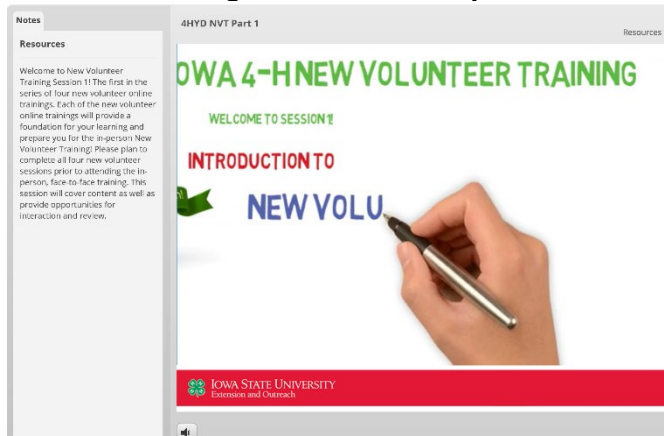
LESSON TITLE	Mark Completed
Session 1 <i>required</i>	
Session 2 <i>required</i>	
Session 3 <i>required</i>	
Session 4 <i>required</i>	

A large red arrow points to the 'Session 1 required' entry in the table.

- Click “Click here to launch the course” to begin the interactive training video.



- View the training. Be sure to complete the training fully in order to receive a completion.

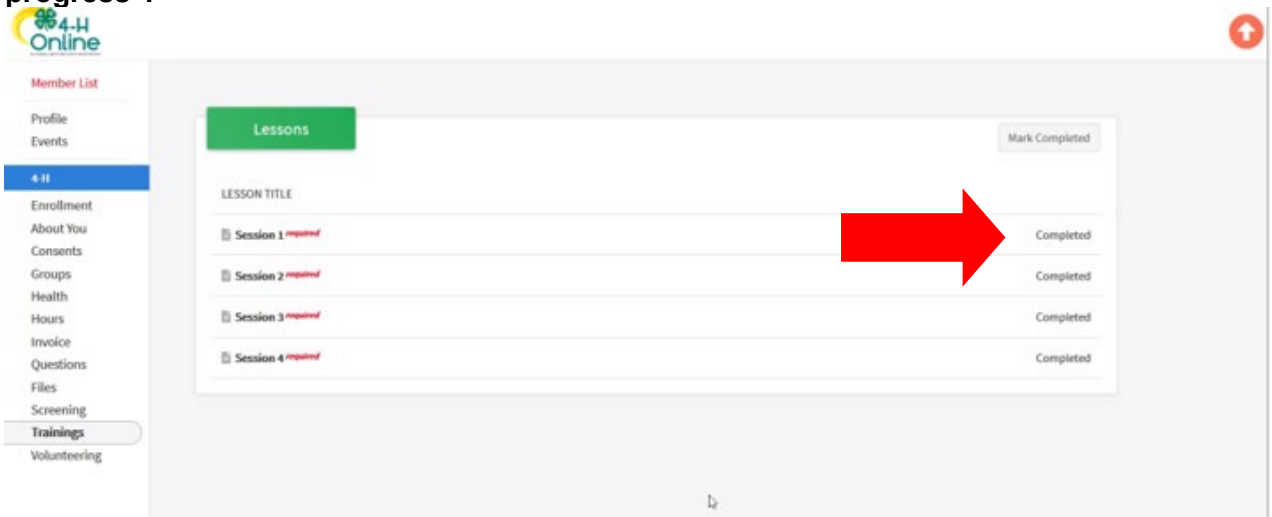


The screenshot shows a video player interface. On the left is a 'Notes' sidebar with the following text:

Resources
Welcome to New Volunteer Training Session 1! The first in the series of four new volunteer online trainings. Each of the new volunteer online trainings will provide a foundation for your learning and prepare you for the in-person New Volunteer Training! Please plan to complete all four new volunteer sessions prior to attending the in-person, face-to-face training. This session will cover content as well as provide opportunities for interaction and review.

The main video area displays the title 'IOWA 4-H NEW VOLUNTEER TRAINING' and the subtitle 'WELCOME TO SESSION 1! INTRODUCTION TO NEW VOLU'. A hand is shown writing 'NEW VOLU' on a whiteboard. At the bottom of the video frame is the Iowa State University logo and the text 'IOWA STATE UNIVERSITY Extension and Outreach'.

- When you have completed sessions 1-4 of the New Volunteer Online Training Modules you will see “completed” next to each session. If you have not completed the session it will say “in progress”.



- When you have completed sessions 1-4 of the New Volunteer Online Training Modules you will see “complete” when you return to the training tab.

