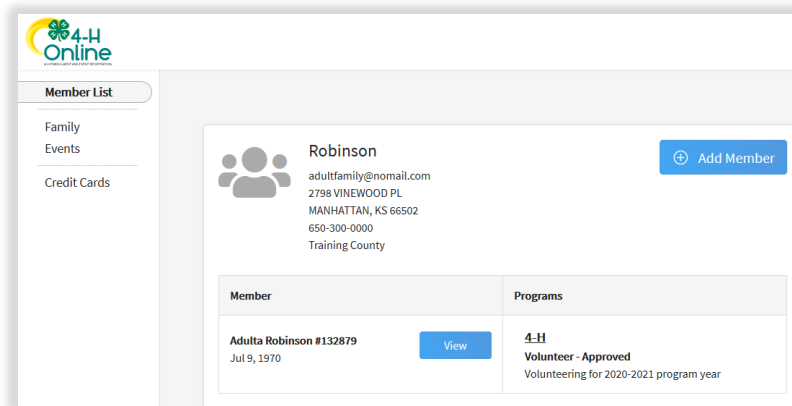


Volunteer Orientation

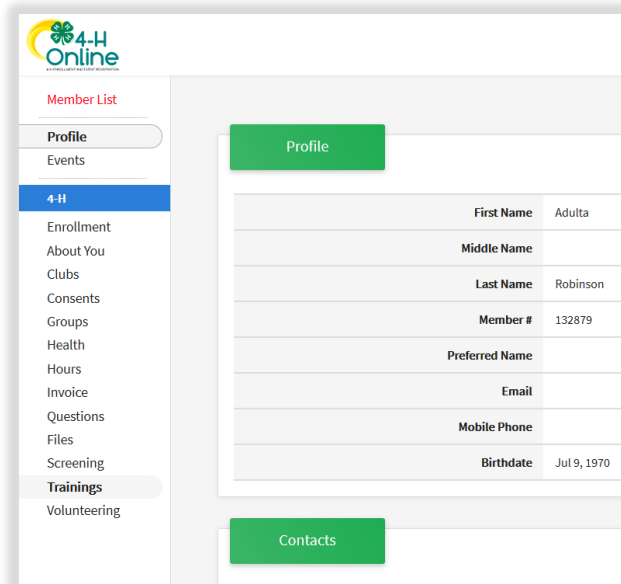
New adult volunteers must complete their Volunteer Orientation within 4-H Online or through an in-person orientation provided by the local Extension unit.

Instructions:

1. Login to your account on 4-H Online at <https://v2.4honline.com>.
2. You will arrive to your “Member List” page. Click the blue [View] button next to the adult volunteer who should complete the Volunteer Orientation Training.

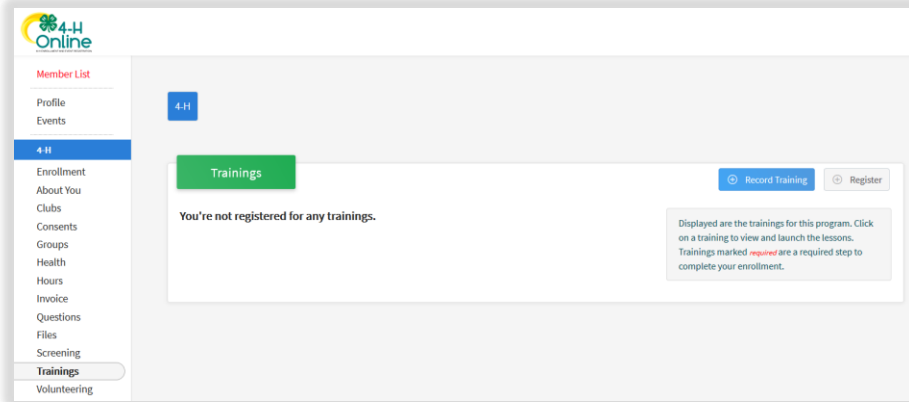


3. When on your “Profile” page, click the “Trainings” tab on the left.

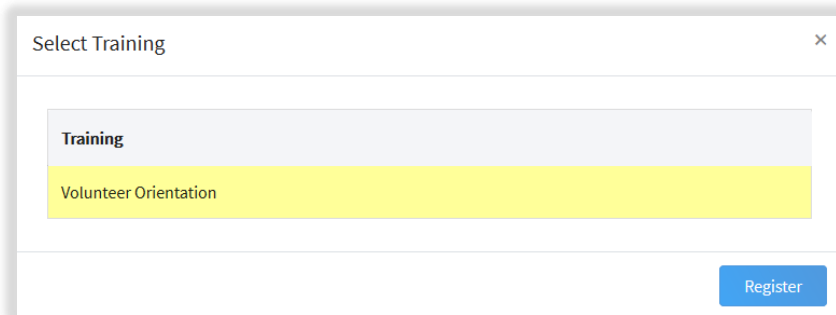




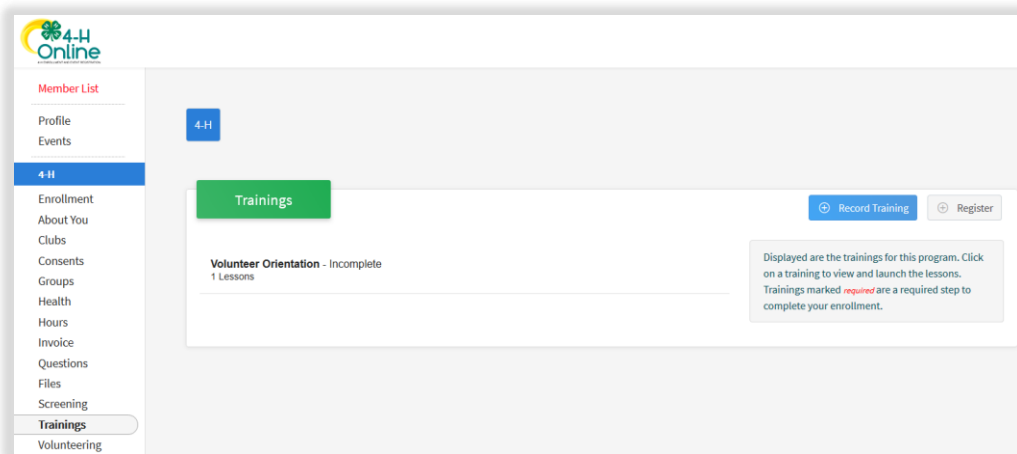
4. On your “Trainings” page, click the grey [Register] button to the right.



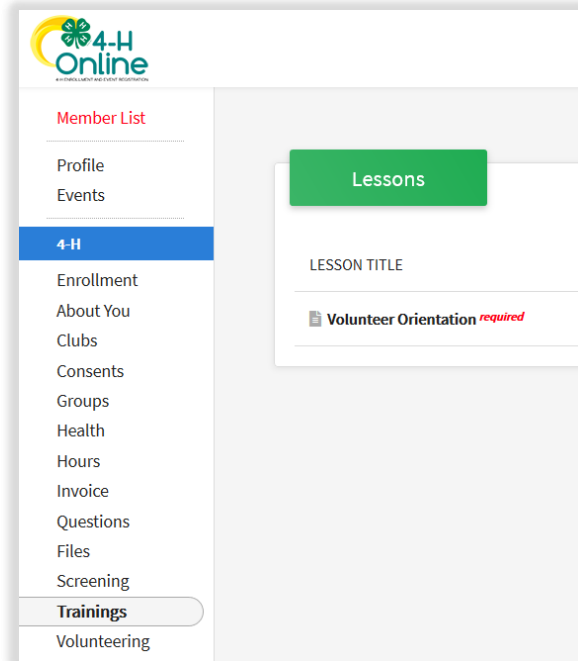
5. Click on the “Volunteer Orientation” training, then click [Register].



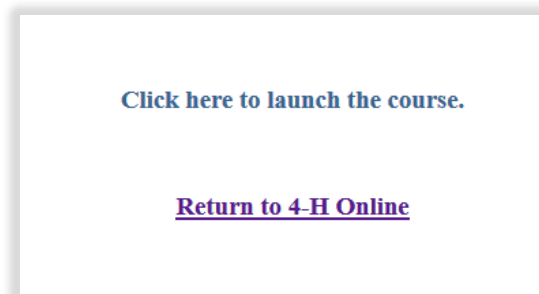
6. The screen will change to show your Volunteer Orientation training is currently Incomplete. Click on the lesson title.



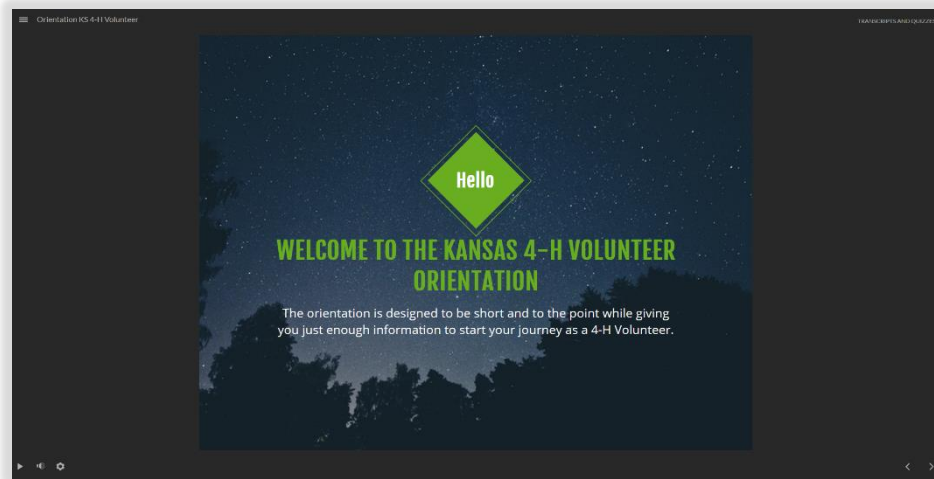
7. Click on the Volunteer Orientation training to begin.



8. Click on “Click here to launch the course.”

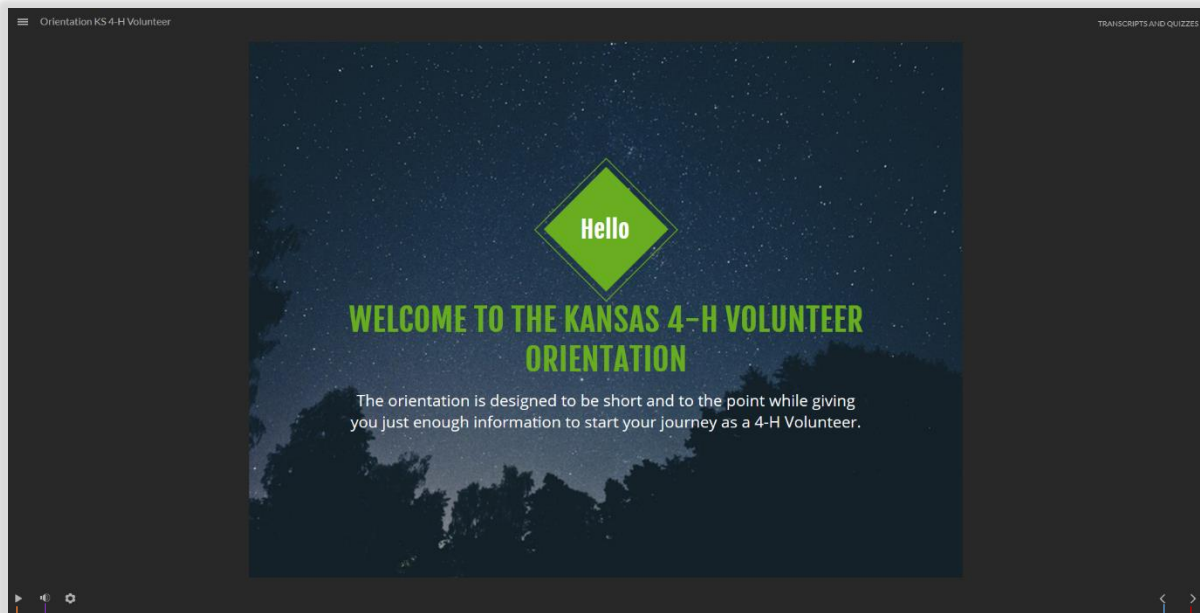




9. The training will open in a new window.





TIPS

The Volunteer Orientation consists of slides, videos and quizzes. Helpful controls include:



 Video Volume
 Play/Pause Video if applicable

 Back Up to Previous Slide
 Forward to Next Slide

- After a video ends, Forward to Next Slide.
- After completing a quiz review, Forward to Next Slide.

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- Once you have completed the course, Return to 4-H Online. If you click on your Trainings tab, you should see that Volunteer Orientation is Complete.