

## **Steps for completing the Virtus Training Online:**

- Go to [www.virtusonline.org](http://www.virtusonline.org) and sign up for a new account.
- Select “Wheeling- Charleston” as your organization.
- Create a User ID & Password.
- Fill out the registration form.
- Select “St. Patrick (Hinton)” as your primary location.
- Select “Volunteer” as your role // Type Catechist as the description.
- Answer NO- you have not attended a session before
- Select a live training sessions - OR - scroll down to the very bottom to select “Protecting God’s Children for Adults (Online Training)”
- Go to Virtus Online. Enter your login information.
- As soon as you log in, it will give you the date assigned and a due date for the training module if you selected the Online Training.

It takes approximately 10 minutes to register, and the training (including the quiz at the end- which you can do at a later time) can take approximately 40 minutes.