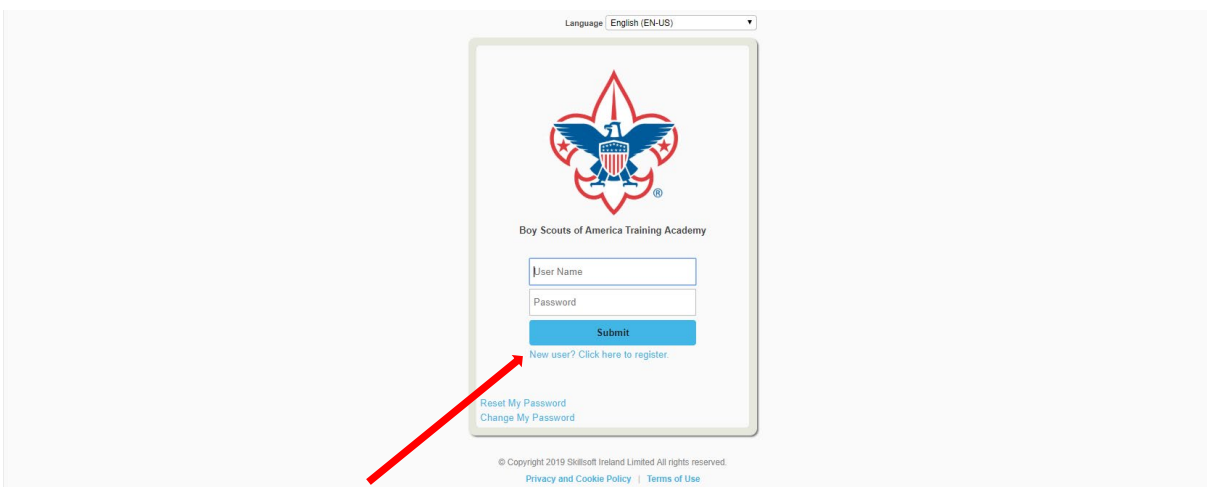


Seasonal Staff Harassment Prevention Training

Boy Scouts of America maintains a respectful and safe workplace for all employees, therefore it is equally important that all seasonal staff complete Harassment Prevention Training as it is for our full-time staff. Seasonal employees will use the link below to log into the BSA Skillsoft Academy to access the training:

www.skillsoftcompliance.com/academy/default.aspx?orgid=551502

IMPORTANT: Employees needing assistance with the BSA Skillsoft Academy should call 866-754-5435 or access online support at <https://support.skillsoft.com/contact.asp>.



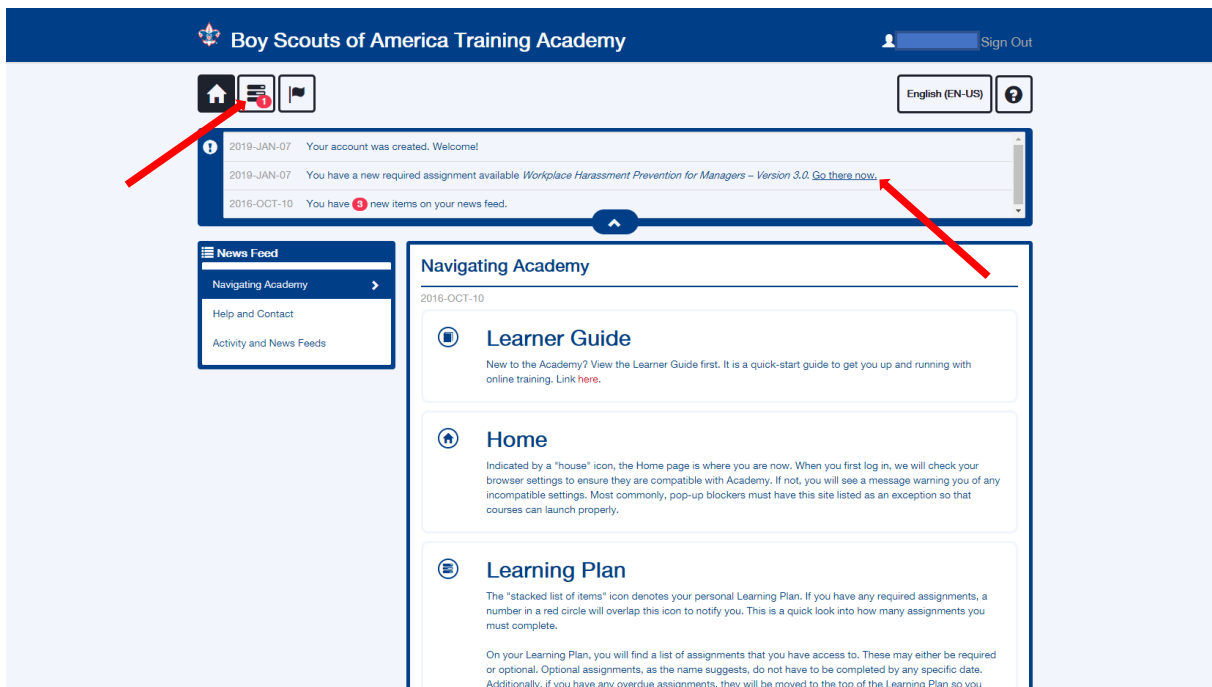
Select “New user? Click here to register.”

Complete all required fields (with red asterisk). Note: An email is not required but highly recommended so that you can send in your completion certificate if you do not have access to a printer when you complete your training.

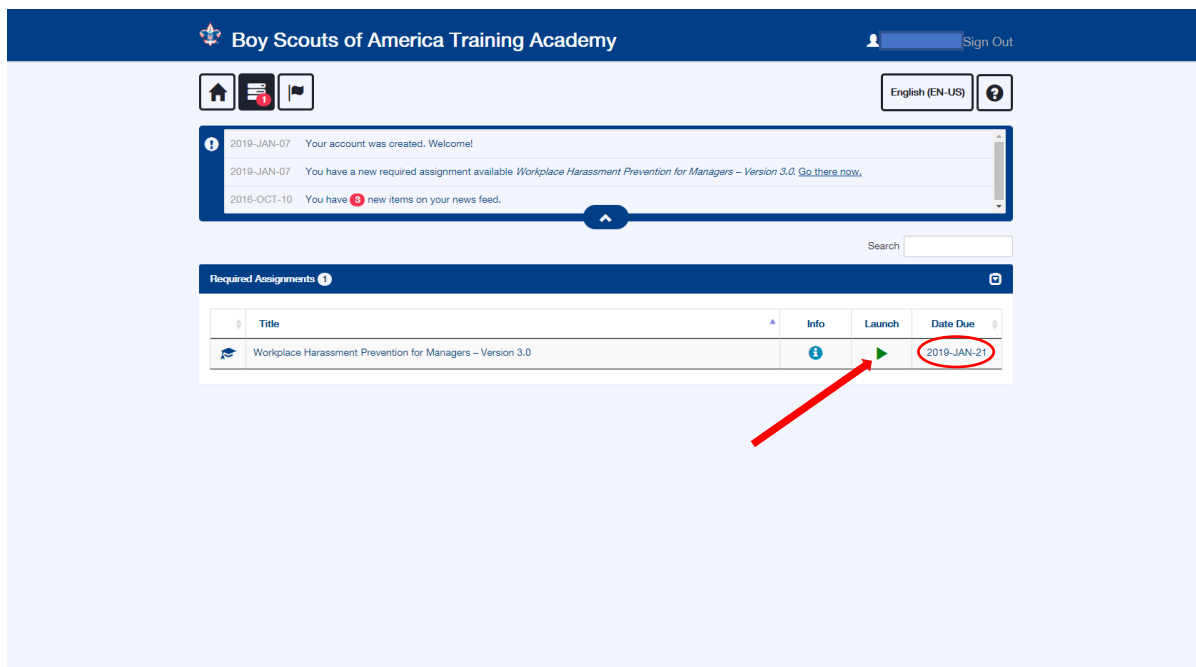
Employee Type: Select “Employee” or “Supervisor” from the drop-down menu as it pertains to your position.

Location: Select “Philmont Scout Ranch” from the drop-down menu.

Once you have completed all required fields, click “Continue” to finish registering your account.



You can access your Harassment Prevention Training by clicking either your “Learning Plan” icon or the “Go there now.” Link in your Training Academy notifications bar (see red arrows).



To begin your training, click the green “Launch” button. Be aware of the Due Date next to the Launch button and make sure to complete your training before the due date.

Once you complete your training, save your proof of completion and provide to Philmont as instructed.