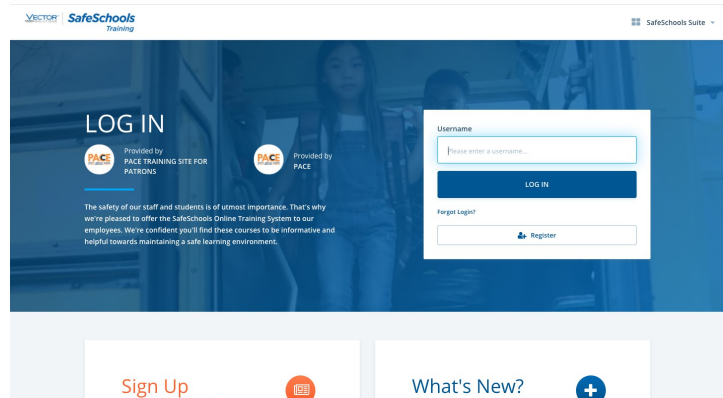


This tool is to assist you in logging in to the Online Training website for the SB 155 Training. Please remember to send your Certificate of Completion to Brandi Coffman-Luckuck bcoffman-luckuck@ttsd.k12.or.us at the conclusion of your training.

Step I: Go to the website at <https://pacetraining-or.safeschools.com/login> and click **Register**.

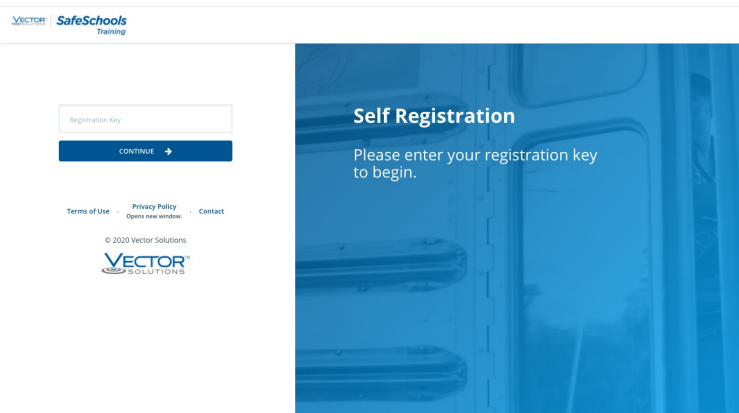
 Register



The screenshot shows the 'LOG IN' page of the SafeSchools Training website. It features a 'Username' input field with a placeholder 'Please enter a username...', a 'LOG IN' button, and a 'Forgot Login?' link. Below the login fields is a 'Register' button with a user icon. The page also includes a 'Sign Up' button and a 'What's New?' link with a plus icon. The background shows a blurred image of a person in a classroom setting.

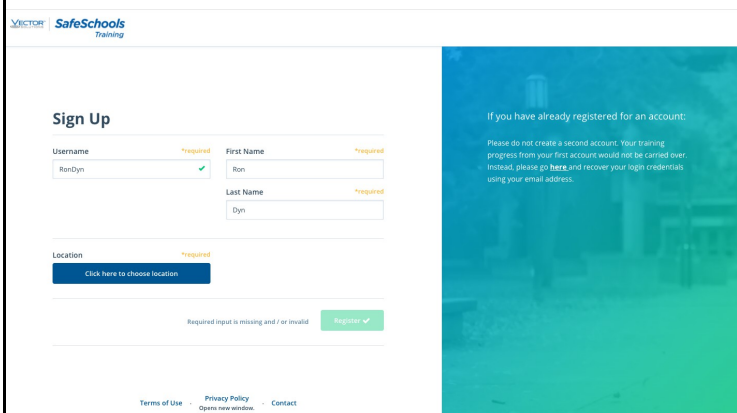
Step II: Enter the Registration Key related to your role and click continue:

- Contractor: **53ae6612**
- Volunteer: **093efff6**



The screenshot shows the 'Self Registration' page. It has a 'Registration Key' input field and a 'CONTINUE' button. Below the input field are links for 'Terms of Use', 'Privacy Policy', and 'Contact'. The page also displays the 'VECTOR SOLUTIONS' logo and copyright information. The background is a blue-tinted image of a classroom.

Step III: Fill in Username, First Name, and Last Name



The screenshot shows the 'Sign Up' page. It includes input fields for 'Username' (with 'RonDyn' entered), 'First Name' (with 'Ron' entered), and 'Last Name' (with 'Dyn' entered). There is also a 'Location' field with a 'Click here to choose location' button. A message states 'Required input is missing and / or invalid'. At the bottom, there is a 'Register' button with a checkmark icon. The page also features links for 'Terms of Use', 'Privacy Policy', and 'Contact'. The background is a green-tinted image of a classroom.

Step IV: Select Location (Tigard-Tualatin School District 23J)

Step V: Once complete, click *Register*.

Step VI: Once you receive acknowledgement of registration, click. Click on *View Library*, click on *Policy* select *SB 155 Sexual Misconduct Training*.

Step VII: Click Start to go to the main page for your SB 155 Training.

Contact Brandi Coffman-Luckuck if you have any questions
 bcoffman-luckuck@ttsd.k12.or.us.

Step VIII: Changing Language preference
Scroll to the bottom of the page. Click on
Change to Spanish Language. This can be
found on the bottom right hand side of the
start page.

