

HOW TO: LOG INTO SAFE SCHOOLS TRAINING

1. In a web browser (Chrome, Firefox) go to www.lagunaed.net

The screenshot shows the website's navigation bar with the following items: Home, School Board, Departments, Pueblo of Laguna, Calendar, Contact Us, Links, About Us, and Employment. The 'Links' dropdown menu is open, listing: Email, Skyward, Work Orders, NASIS, NASIS Parent Portal, SafeSchools Training (circled in red), USDA Civil Rights Regulations & Policies, and LDOE Wellness Plan. A red arrow points from the 'Links' button to the dropdown menu. Below the navigation bar is a row of circular icons for Athletics, Board Meeting, Lunch Menu, Contact Us, Calendar, EMAIL, SKYWARD, Infinite Campus NASIS, and COMMUNICATE. The 'UPCOMING EVENTS' section lists: All Day JULY 26 Seama Feast Day, All Day AUGUST 15 Mesita Feast Day, All Day SEPTEMBER 08 Encinal Feast Day, and All Day SEPTEMBER 19 Laguna Feast Day.

2. Hover over the **Links** button in the menu bar.

3. Click the **SafeSchools Training** link in the drop down menu.

The screenshot shows the login page for SafeSchools Training. It features a 'LOG IN' heading, a logo for the Laguna Department of Education, and a paragraph about the training system's importance. A login form is centered on the page with a 'Username' field containing the placeholder text 'Please enter a username...', a 'LOG IN' button (circled in red), and a 'Forgot Login?' link. A red arrow points from the 'LOG IN' button to the 'Username' field.

4. **SafeSchools Log In:** Enter your employee number in the **Username** field then click **Log In**.

4. Log Me In! Page:

You will see a welcome page with your name/position.
Click **“Log Me In!”**

WELCOME!

Position: Location:

Teacher Laguna Department of Education

[This isn't me.](#)

LOG ME IN!

5. A page featuring various LDOE-Required training documents and/or videos will load.

Click on each separately and follow the onscreen directions to complete the individual training modules.

safeSCHOOLS TRAINING

Powered By VECTOR

My Assignments Listed below are the courses assigned to you by your administrator. Additionally, you can track your progress towards completing each assignment.

Mandatory Training

86%

Students Experiencing Homelessness: Awareness and Understanding
Full Course 26m
DUE IN 21 DAYS DUE: 2018-12-31

2018-2019 Annual Employee Policy & Procedure Training
Custom 35m
Completed

Boundary Invasion
Full Course (Washington) 25m
Completed

Sexual Harassment: Staff-to-Staff
Full Course 27m
Completed

Youth Suicide: Awareness, Prevention and Postvention
Completed

Sexual Harassment: Student Issues & Response
Completed