CMGConnect
End-User Instructions

Step 1: Accessing CMG Connect

Go to **www.CMGconnect.org/** to select your organization from the dropdown box then click **GO**. This will bring you to your organization's landing page (*sample below*).

CONNECT
Find your Diocese below.

Select a Diocese ▼

Go to Diocese

> **To create a new account, complete the three pages under "Register for a New Account" This includes basic account information, personal, and affiliation.**
>
> **Complete ALL required boxes.**

Please select the category(s) that best describe how you participate at your location. This allows the platform to automatically assign the correct training(s).

If you are unsure, contact your Safe Environment Coordinator.

Account Login

Username

Password

☐ Remember me

Sign in

Forgot Username?   Forget Password?

Please note:
If you have not created an account in the system, you may actually already have an account in the system that was imported by your Diocesan Safe Environment office.

> **If you have done training in the past, you may already have an account. Please login with your previous username and password by clicking the "Sign In" button at the top right of the page.**
>
> If you cannot remember your username and password and have an email address in the system, please click 'Forgot Password'. Please contact cmgconnect@catholicmutual.org or click ⑦ **Support** if you need assistance accessing your account.

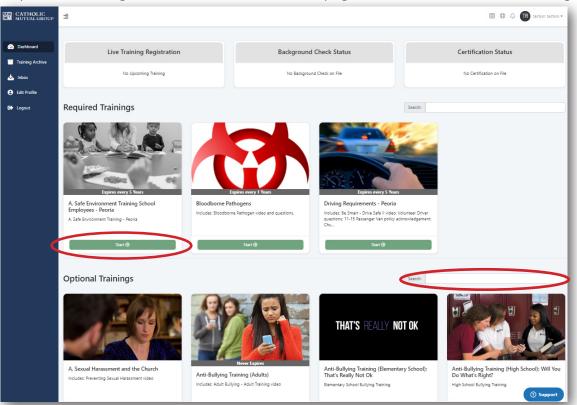For more information, please use your FAQ or Support tab at the top of the screen.

CATHOLIC MUTUAL GROUP
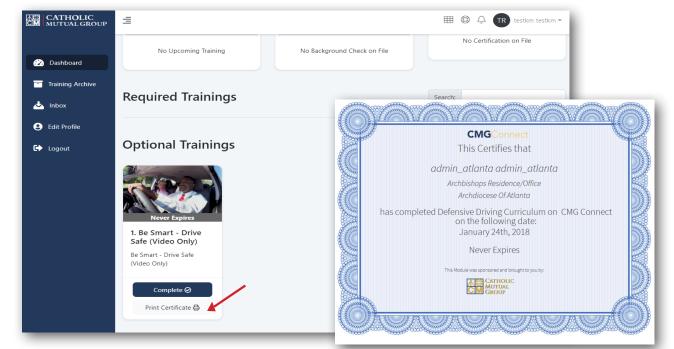
Step 2: Locate and Open Trainings

Once you have completed the registration process, you will see the training curriculums. Click **"Start"** to begin. *Note: Available curriculums will vary based on your organization customization as well as the participation category you selected when registering for your account.*

To view other Optional Trainings, scroll to the bottom of the page and search for desired trianing.

Step 3 (Optional): Print Certificate

When you have reached the end of the training, click on your dashboard and find your completed training. Click **"Print Certificate"** to view and download your completion certificate.

www.CMGconnect.org