

CMGConnect

Online Training Instructions

End-User Instructions

Self-Register

1. Please access all training at www.CMGconnect.org, or from a link on your diocesan webpage. These screen prints are samples only—these will help during your account set-up and accessing the training.
2. Create an account by completing all of the information in the next several screens. If you have done training in the past, you already have an account. Please login with your previous username and password. If you cannot remember your username and password, please click the FAQ or the Support tab for additional information.

CMG CONNECT Albany FAQ Support Sign In

Account Personal Affiliation < Prev Next >

* First name * Last name

* Username * Password * Password confirmation

Next Step >

To begin the training process, please create a username and password in the box on the right side of this screen. If you have an account in the in2vate system, please note that your username and password will work for this site. Therefore, please press "Sign In" in the top right corner of this screen. You will be prompted for your username and password to sign in.

3. You will be asked to provide your address.

The screenshot shows the registration process on the CMG CONNECT website. The header includes the logo and navigation links for Albany, FAQ, Support, and Sign In. The current step is 'Personal', with 'Account' and 'Affiliation' also visible. A dark box on the left contains the instruction: 'Please provide your address and demographic data.' The form fields include: Address 1, Address 2, City, State (a dropdown menu), Zipcode, and Phone. Navigation buttons at the bottom of the form are '< Previous' and 'Next Step >'. The background features a photograph of a large, ornate building with a dome.

4. You will be asked to provide your primary parish.

The screenshot shows the next step in the registration process. The header and navigation are consistent with the previous step. The current step is 'Affiliation', with 'Account' and 'Personal' also visible. A dark box on the left contains the instruction: 'Please provide your parish or school. If you volunteer at more than one location, you will be given an opportunity to select additional locations. You will also need to select how you participate with your parish or school. Please select all the labels or job duties that apply to your service to the Church.' The form fields include: 'Select Site' (a dropdown menu) and 'I participate as a/an (select all that apply):' with four checkboxes: Clergy/Religious, Employee, Parish Administrator, and Volunteer. Navigation buttons at the bottom of the form are '< Previous' and 'Register My account'. The background features a photograph of the same large, ornate building with a dome.

5. Next you will select how you participate within your parish or school. Please select all the job descriptions that are applicable to how you work or volunteer at your location. This allows the platform to automatically assign training that your Arch/Diocese requires you take.

6. Once you have completed the registration process, you will see your required curriculums. Click to start.

The screenshot shows the CMG Connect dashboard. At the top left is the CMG Connect logo. To its right is the Catholic Mutual Group logo. In the top right corner, there is a 'Support' link and a user profile icon. A notification banner at the top reads 'Notice! Signed in successfully.' The main content area is titled 'Required Curriculums' and features a card for 'Sample Training' with a photo of a classroom and the text '3 Years 0 Month' and 'This is the sample Safe Environment Training.' To the right is a 'Resources' sidebar with links for 'Clergy/Religious', 'Employee', 'Parish Administrator', and 'Volunteer'. A dark sidebar on the left contains navigation links: Dashboard, Events, Edit Profile, and Logout.

7. You must complete all sections within your required curriculum. Although it is not required, once you are finished, you can print a certificate. Your parish coordinator will also have access to check your compliance online.

The screenshot shows the 'Curriculum Overview' page. The left sidebar contains a menu with the following items: 'Curriculum Overview' (highlighted), 'Curriculum information and results', 'Sample Video' (with a 'Video Page' link), 'Video Questions' (with a 'Question/Answer Page' link), 'Code of Conduct Page' (with a 'Read and Sig Page' link), and 'Background Check' (with a 'Background Check Page' link). The main content area features a large photo of a classroom and a blue button labeled 'Curriculum Started'.

For technical assistance, please click the **Support** tab.

You will be asked to further describe your issue so someone can assist you.