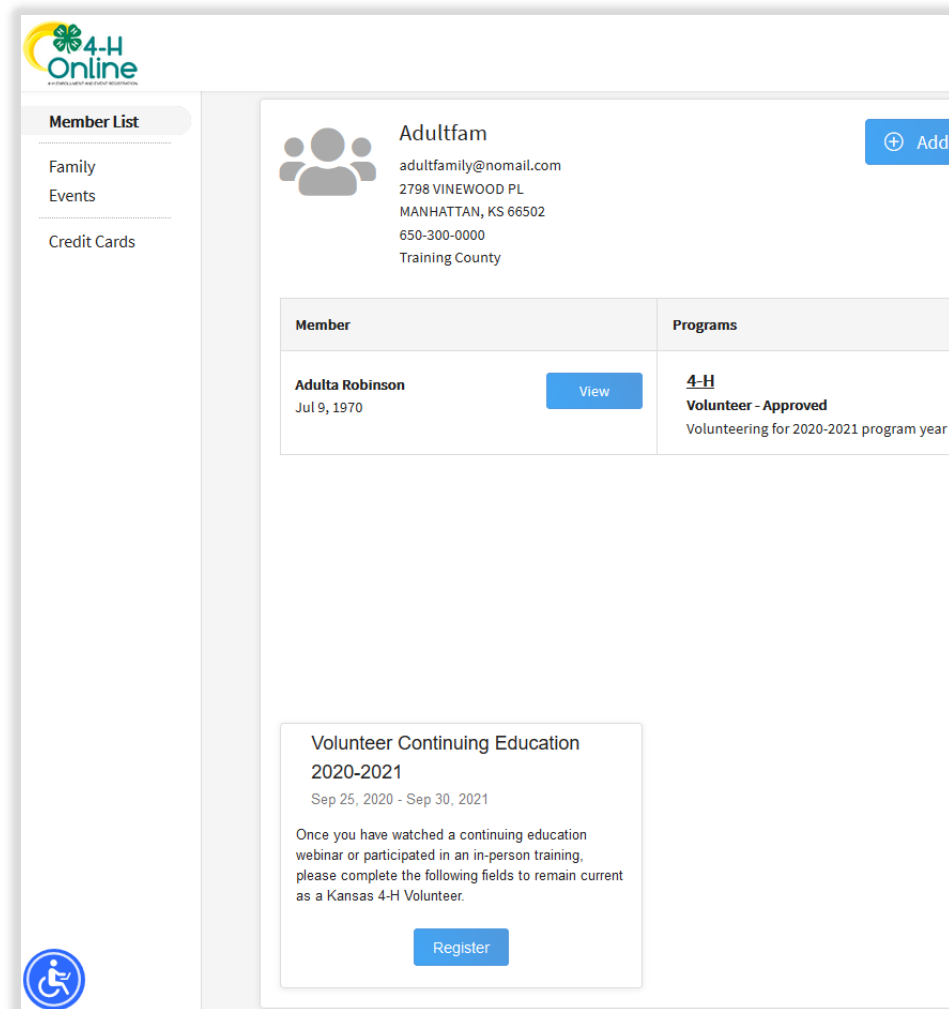


Recording Continuing Education

Adult Volunteers are able to record their continuing education details within 4-H Online after they have completed a webinar or in-person training.

Instructions

1. Login to 4-H Online with your family email address and password.
2. From the Member List page, scroll down to the “Volunteer Continuing Education” information at the bottom of the screen.
3. Click the [Register] button.



The screenshot shows the 4-H Online interface. On the left is a navigation menu with 'Member List' selected, and sub-items for 'Family', 'Events', and 'Credit Cards'. The main content area displays a family profile for 'Adultfam' with contact information and an 'Add' button. Below this is a table with two columns: 'Member' and 'Programs'. The 'Member' column lists 'Adulta Robinson' with a 'View' button. The 'Programs' column lists '4-H Volunteer - Approved' with a sub-note 'Volunteering for 2020-2021 program year'. At the bottom of the page, there is a 'Volunteer Continuing Education 2020-2021' section with dates 'Sep 25, 2020 - Sep 30, 2021' and a 'Register' button. A blue accessibility icon is visible in the bottom left corner.

| Member | Programs |
|---------------------------------------------------------------|----------------------------------------------------------------------------|
| Adulta Robinson Jul 9, 1970 View | 4-H Volunteer - Approved Volunteering for 2020-2021 program year |

Volunteer Continuing Education
 2020-2021
 Sep 25, 2020 - Sep 30, 2021

Once you have watched a continuing education webinar or participated in an in-person training, please complete the following fields to remain current as a Kansas 4-H Volunteer.

[Register](#)

4. Select yourself as the Family Member by clicking on your name, then click [Select].

- Click on Record Continuing Education Requirement, then click [Start Registration].


Select Family Member ✕

Family Member

 Session/Type

| Name | Role | Start Date | End Date |
|-----------------------------------------|-----------|--------------|--------------|
| Record Continuing Education Requirement | Volunteer | Sep 25, 2020 | Sep 30, 2021 |

- Complete the questions and click [Next] when finished.



Adulta Robinson

Volunteer Continuing Education 2020-2021

Member List

Profile

Events

4-H

Enrollment

About You

Clubs

Consents

Groups

Health

Hours

Invoice

Questions

Files

Screening

Trainings

Volunteering

Questions

Kansas 4-H Volunteer Continuing Education

Once you have watched a continuing education webinar or participated in an in-person training, please complete the following fields to remain current as a Kansas 4-H Volunteer.

Name of Webinar or Training *required

Fees

Total:

Web address for Webinar watched or physical location of Training *required

Length of Webinar or Training *required

Date of Completion *required

Please provide 2-3 examples of how you will apply what you learned to your work as a 4-H Volunteer

Please rate how useful the Webinar or Training was to your role as a 4-H Volunteer

How many hours do you spend in your volunteer role each month? *required

After completion, please continue and submit. There are no fees. This is the method used to track your continuing education as a Kansas 4-H Volunteer.

- Click [Finish].