

## 2023 4-H Volunteer Training Requirements - Madison County

For additional information, visit [go.osu.edu/madcovolunteertraining](https://go.osu.edu/madcovolunteertraining)

Questions? Contact Christina Boggs, Office Associate, at [boggs.1238@osu.edu](mailto:boggs.1238@osu.edu) OR Frances Foos, 4-H Extension Educator at [foos.61@osu.edu](mailto:foos.61@osu.edu) or call the Extension Office at 740-852-0975.

### RETURNING VOLUNTEERS

- ✓ Re-enroll in 4-H Online by March 15 via [oh.4honline.com](https://oh.4honline.com)
- ✓ Review and sign the 4-H Volunteer Standards of Behavior and commit to upholding those standards (Completed via 4-H Online)
- ✓ Submit a Background Check every 3-4 years (Due by March 15, 2022)
- ✓ Complete mandatory training/club update

### Training Requirements

#### 1. Complete one of the following options:

- **OPTION A:** NEW FOR 2023: There will be an **Online Course option** for volunteers to complete at your own pace to watch video recordings, answer quizzes, etc. (~1 hour of videos total). *Course Instructions can be found on Page 2*
- **OPTION B:** Live Training (Zoom or In-Person). Must RSVP via email to [boggs.1238@osu.edu](mailto:boggs.1238@osu.edu)
  - **February 23 – 7pm – Virtual via Zoom**
  - **March 8 – 6:30pm – Coughlin Building**

2. Complete the **Minors Policy 1.50** training online in the online course option OR arrive 30 minutes early to any in-person training for in-person Policy 1.50 training

### NEW VOLUNTEERS

- Complete a [volunteer application](#) and submit to Extension Office
- Read and sign the 4-H Volunteer Standards of Behavior and commit to upholding these standards
- Complete an interview with the 4-H Extension Educator.
- Complete a Criminal History Fingerprint/Background Check

### Training Requirements

- Participate in a new **4-H Volunteer Orientation**
  - February 13, 7pm – Virtual Via Zoom
  - February 28, 7pm – Coughlin Bldg.
- Complete the **Minors Policy 1.50** training (offered at new volunteer orientation)

### ANNUAL CLUB REQUIREMENTS

- All Club Volunteers must complete all volunteer training requirements
- All club member and volunteer 4-H enrollments due March 15 via [oh.4honline.com](https://oh.4honline.com)
- [Financial Statement](#) – Due January 31
- [Cross County Membership Request Forms](#) due February 15
- [Ohio 4-H Club Charter Checklist](#) due March 15
- [Club Activity Fees](#) due March 15

\*Review the [Club Volunteer Timeline](#) for more details on club requirements, suggestions, county deadlines, etc.

### Additional Resources

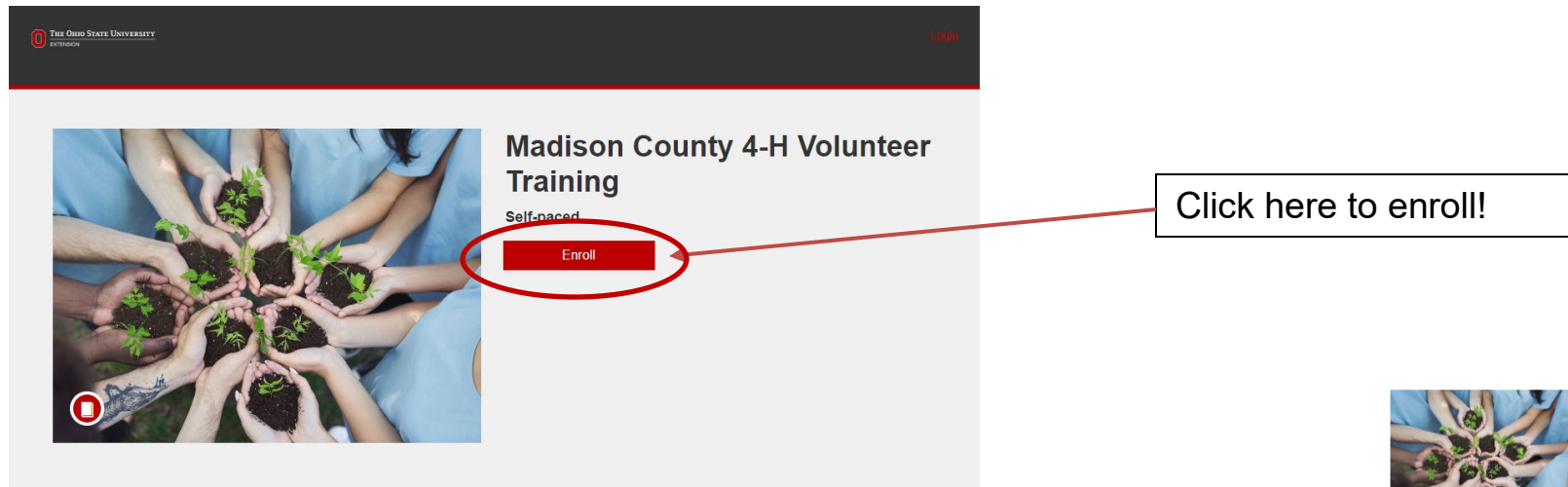
- Club Resources available at <https://ohio4h.org/volunteers/volunteers/club-leaders>
- Officer Training Resources available at: <https://ohio4h.org/officerresources>
- The 2023 4-H Family Guide is available at [ohio4h.org/familyguide](https://ohio4h.org/familyguide)
- Watch your emails for newsletters to share info with club members, or any other updates throughout the month. Blog updates are available at [u.osu.edu/madison4h](https://u.osu.edu/madison4h)
- Follow us on Facebook, @MadisonCountyExtensionOSU, or on Instagram @MadCo4HOhio for additional updates and reminders every day!



## Returning Volunteer Training Online Course Access Instructions

**Step 1: Visit the Self-Registration Link:** [go.osu.edu/madcovolunteercourse](https://go.osu.edu/madcovolunteercourse)

(Direct link: <https://cfaesosu.catalog.instructure.com/courses/madison-county-4-h-volunteer-training>)



Click here to enroll!

**Step 2:** Fill out the registration form. Name and email address is required (must have a unique email for each volunteer). You can enter “0” for phone and zip code if you wish. Enter “NA” for title and company.

*\*If you already have a Canvas account, you can select the “Sign in to Enroll” blue button at the top of the registration screen. If you did the Policy 1.50 course online in previous years, you would already have an account. If you forgot your password, there are prompts to reset it.*



### Madison County 4-H Volunteer Training

Self-paced Course

[Sign in to Enroll](#)

Don't have an account? Sign up here!

Full Name

Email

Confirm Email

Company/Organization

Preferred Phone Number

Postal Code

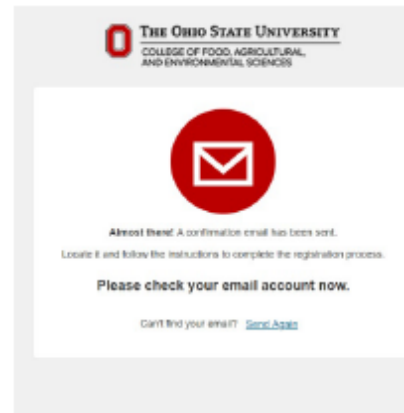
Adjust county text as needed on subsequent pages

**Step 3:** After completing the registration form, you will receive 2 emails from Canvas Catalog. One asks you to complete your registration by adding a password to your account. The other confirms your enrollment in the course. Be sure to follow both links.

**Step 4:** After creating your account, you can begin the course! We recommend bookmarking the page so you can come back to it and complete it on your own time.

**You must complete ALL THREE MODULES and all items.** It will check them off as you go. Items must be completed in the order they are listed. Be sure to complete the video, quiz, and survey for completion for each module.

The course must be completed by **March 15, 2023.**



You Are Enrolled

Hi Frances Fook,  
You are now enrolled in OSU Policy 1.50 Annual Training on Ohio State ScarletCanvas!  
Please note that you will receive a separate e-mail for confirming your account and setting a password.  
Your course has begun and can be accessed [here](#).  
For your reference, please see the details of your enrollment below, and retain a copy of this e-mail for your records.  
Keep learning,  
Ohio State ScarletCanvas

ACCESS YOUR COURSE

EMAIL #2: Click here to sign in and access the course



Complete Registration

Hi Frances Fook,  
An account has been created for you with Ohio State ScarletCanvas by an administrator.  
Your action is required to set up a password for your new login ID of [fcfoos82@gmail.com](mailto:fcfoos82@gmail.com) on [cfaesosu.catalog.instructure.com](https://cfaesosu.catalog.instructure.com).  
[Click here now to finish the registration process](#)  
Keep learning,  
Ohio State ScarletCanvas

COMPLETE REGISTRATION

EMAIL #1: Click here to create your account

MADISONCO-4H-VT

Home

Modules

Account

Dashboard

Courses

Calendar

Inbox

History

Help

Recent Announcements

Welcome & Instructions for How to Complete Training

Welcome to the Madison County 4-H Volunteer Online Training Co...

Posted on:

Madison County 4-H Volunteer Training

Madison County 4-H Volunteer Training

Read below for how to complete this course:

This course is offered through the Madison County Extension Office. For questions, contact instructors **Christina Boggs** at [boggs.t238@osu.edu](mailto:boggs.t238@osu.edu) or **Frances Foos** at [foos.61@osu.edu](mailto:foos.61@osu.edu).

Course Modules

View Course Stream

View Course Calendar

View Course Notifications

To Do

Annual Club Update Quiz

Madison County 4-H Volunteer Training

10 points

Mar 15, 2023 at 11:59pm

Child Abuse Recognition and Reporting Quiz

Madison County 4-H Volunteer Training

10 points

Mar 15, 2023 at 11:59pm

Incorporating Education into Club Meetings Quiz

Madison County 4-H Volunteer Training

10 points

Mar 15, 2023 at 11:59pm

This is what your screen should look like when you are logged into the course. **Read the Home Page instructions for completing the course. Click the red “Course Modules” button to begin.**

MADISONCO-4H-VT

Modules

Home

Modules

Child Abuse & Neglect Recognition and Awareness - Required Annual Training

Complete All Items

WATCH TRAINING VIDEO

Recognizing and Reporting Child Abuse & Neglect Training Video

View

2023 Youth Activities Programs Mandatory Training Presentation.pptx

COMPLETE QUIZ

Child Abuse Recognition and Reporting Quiz

Mar 15, 2023 | 10 pts

Certificate of Completion/Course Survey (Complete after passing Quiz)

Certificate of Completion/Course Survey

Resources and Forms

Report Abuse Job Aid.pdf

Full OSU Youth Activities and Programs Policy

Volunteer Standards of Behavior

The **MODULES** page lists all the course content. For the 3 modules, you must complete ALL items (will have green check marks on the right-hand side of each item). Watch the video, open the powerpoint, complete the quiz, and complete the certification of completion survey. You must also open all the resources and forms to continue to the next module.

Adjust county text as needed on subsequent pages