Virtus Online Instructions

- Login to [www.virtusonline.org](http://www.virtusonline.org)
- Click on ‘First-Time Registrant’
- Click on ‘Begin the registration process’
- Select Religious Organization ‘Oakland, CA (Diocese)’
- Create a User ID and a Password
- Enter name, email, address, phone number, and date of birth
- Select Primary Location ‘Holy Spirit Parish (Fremont)’
- Do you work or volunteer in another location? Click on ‘Yes or No’
- Select Role ‘Volunteer’
- Title or Diocese Function ‘Type as many functions that apply. E.g. Eucharist Ministry, Catechist, Choir, Knights of Columbus, etc.’
- Select additional roles if applicable
- Read then ‘check the box’ I’ve read, and understand the Catholic Diocese of Oakland’s Code of Conduct
- For the question, Have you already attended a Virtus Protecting God’s Children Session? ‘Click on No’
- Select the Session ‘Protecting God’s Children for Adults (Online Training)’
- You will receive a message ‘Thank you for registering with VIRTUS Online’
- Click on the button ‘Go to Virtus Online’
- Now at [www.virtusonline.org](http://www.virtusonline.org) Type your User ID and Password then click ‘Sign In’
- To begin training, click on the words: Protecting God’s Children Online Awareness Session 3.0
- Virtus training includes 13 reading lessons with audio and visual components that will take approximately 90 minutes to complete. You may stop at any time and return to the lesson where you left off. If you have any questions or require assistance, please email keiru@holyspiritfremont.org or call 510-456-4972.