

# Volunteer Training-**NEW** Volunteer

**Step 1:** Link to online training <https://delawarenorth-npo.sabacloud.com>

**Step 2:** Click "Sign up" **DO NOT** select "Sign in"

Training Portal

USERNAME

PASSWORD

Keep me signed in    [Forgot password?](#)

~~SIGN IN~~

SIGN UP

Select Sign up

**Step 3:** Type your First Name

account and start your training today!

**Instructions:**

**Enter Job as either:**

- Volunteer Over Eighteen (+18)
- Volunteer Under Eighteen (-18)

**Location/Stadium**

- Enter the stadium where you are volunteering.

**Organization/Charity**

- Enter the organization you are volunteering with.

FIRST NAME \*

Type Your First Name Here

LAST NAME \*

E-MAIL \*

JOB \*

LOCATION/STADIUM \*

**Step 4:** Type your Last Name

**Enter Job as either:**

- Volunteer Over Eighteen (+18)
- Volunteer Under Eighteen (-18)

**Location/Stadium**

- Enter the stadium where you are volunteering.

**Organization/Charity**

- Enter the organization you are volunteering with.

FIRST NAME \*

LAST NAME \*

Type Your Last Name Here

E-MAIL \*

JOB \*

LOCATION/STADIUM \*

TIME ZONE \*

(GMT-05:00) Eastern Time (US & Canada)

**Step 5:** Type your email address.

The screenshot shows a registration form with the following fields: "Location/Stadium" (with instruction: "- Enter the stadium where you are volunteering."), "Organization/Charity" (with instruction: "- Enter the organization you are volunteering with."), "FIRST NAME \*", "LAST NAME \*", "E-MAIL \*", and "JOB \*". A green arrow points to the "E-MAIL \*" field, which contains the placeholder text "Type Your Email Address Here".

**Step 6:** To select a job, type "volunteer" and click on the search icon (magnifying glass)

- Select the appropriate job for your age from the drop down menu:
  - Volunteer over Eighteen (18+) or Volunteer under Eighteen (-18)

The screenshot shows the registration form with "Volunteer" entered in the "JOB \*" field. A blue arrow points to the search icon (magnifying glass) next to the "JOB \*" field. A green arrow points to the "JOB \*" field with the text "Type Here".

**Step 7:** To select a Location/Stadium, type Your Stadium Name and click on the search icon (magnifying glass)

- Click on Lambeau Field from the drop-down choice.

The screenshot shows the registration form with "Type Your Stadium Name Here" entered in the "LOCATION/STADIUM \*" field. A yellow arrow points to the search icon (magnifying glass) next to the "LOCATION/STADIUM \*" field. A green arrow points to the "LOCATION/STADIUM \*" field with the text "Type Here". A yellow box highlights the search icon with the text "click here to search for your stadium. Select your location". A yellow box highlights the "LOCATION/STADIUM \*" field with the text "Search for your stadium in this drop-down menu".

**Step 8:** The Time zone field is irrelevant and can be skipped. Use whatever auto fills in this field.

**Step 9:** To select your Group Name, start by **typing the name of your organization** and **click on the search icon (magnifying Glass)**

- Select the appropriate choice from the **drop-down menu** provided.

LOCATION/STADIUM\*

TIME ZONE\*

(GMT-05:00) Eastern Time (US & Canada)

ORGANIZATION/CHARITY\*

Type Your Organization Name Here

Search for your group name in this drop-down menu

I'm not a robot

reCAPTCHA

By clicking Sign Up, you agree to the Terms and Conditions

SIGN UP

Support | About | Terms and Conditions

**Step 10:** Click on the drop-down menu to select the appropriate state

LOCATION/STADIUM\*

TIME ZONE\*

ORGANIZATION/CHARITY\*

STATE\*

Select Your State Here

I'm not a robot

reCAPTCHA

By clicking Sign Up, you agree to the Terms and Conditions

SIGN UP

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**Step 11:** Click on CAPTCHA and follow instructions as required.

ORGANIZATION/CHARITY\*

STATE\*

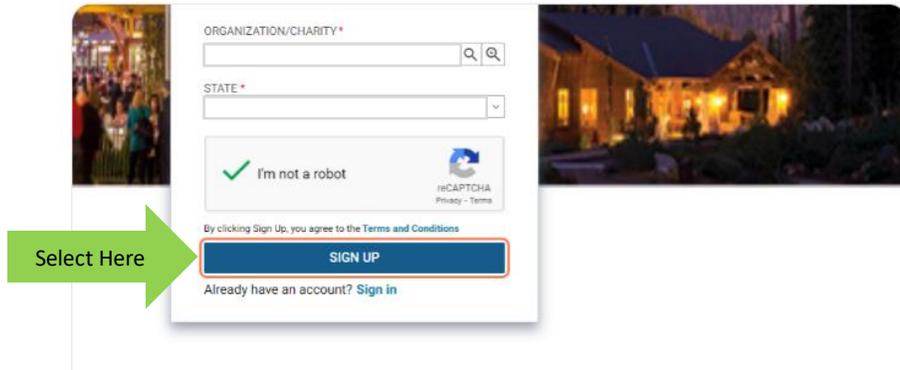
I'm not a robot

reCAPTCHA

By clicking Sign Up, you agree to the Terms and Conditions

SIGN UP

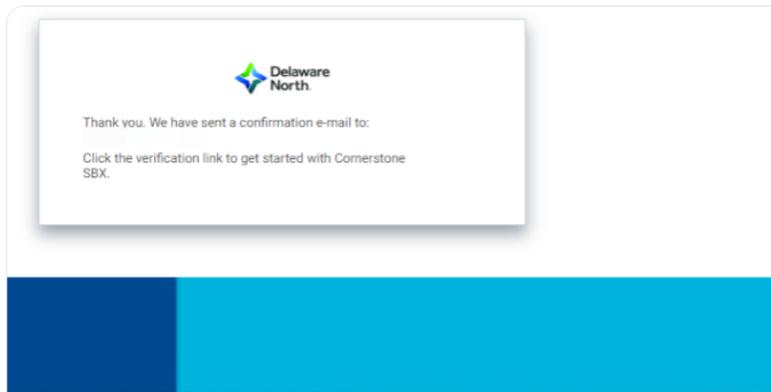
**Step 12:** Click on "Sign up"



The screenshot shows a sign-up form with the following fields and elements:

- ORGANIZATION/CHARITY\* (text input with search icon)
- STATE\* (dropdown menu)
- I'm not a robot (reCAPTCHA)
- By clicking Sign Up, you agree to the Terms and Conditions
- SIGN UP** (blue button, highlighted with a green arrow and the text "Select Here")
- Already have an account? [Sign in](#)

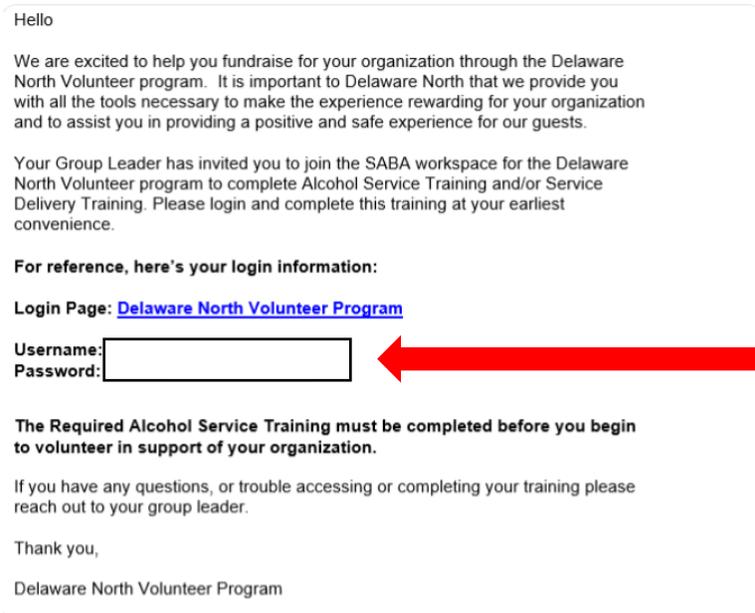
**Step 13:** If all fields are entered correctly, you will be presented with a confirmation screen and an email notification shortly following.



**Step 14:** The email notification should resemble the following:

- When you receive the email, click on the link to direct you back to the Log In page.
- Your username will be your email address you provided and it will prompt you to update your password at this time.

Note: If you have not received a notification within a few minutes of sign up, please look in your undesired or junk mail folder.



**Step 16:** Now that you're logged in you will see this screen, the courses you are assigned are in the "Learning & Certifications" section

- To begin each course you will need to select "Launch"

The screenshot shows the 'My Plan' page in the Delaware North system. The 'Learning & Certifications' section is highlighted with a green border. It contains a table with the following data:

NAME	PROGRESS	DUE	ACTIONS
2024 Lambeau Field Volunteer Training Course: Volounr1 Web-Based	IN PROGRESS	-----	LAUNCH
4 Key Elements of Service Video Refresher Course Web-Based	IN PROGRESS	-----	LAUNCH
Delaware North Alcohol Safety Course Web-Based	IN PROGRESS	-----	LAUNCH
Delaware North Food Safety Course Web-Based	IN PROGRESS	-----	LAUNCH
GuestPath Microlearning - Optional Resources Certification Source: Lambeau Field NP...	Progress 0% ASSIGNED	-----	REGISTER
Injuries & Hazmat - Volunteer Training Course Web-Based	IN PROGRESS	-----	LAUNCH

**Step 20:** When you have completed the training you will then need to complete your Group Volunteer Registration. Your Group Lead will provide you with an email and instructions on how to register to participate.

**\*\*\*You have now completed the Volunteer Training\*\*\***