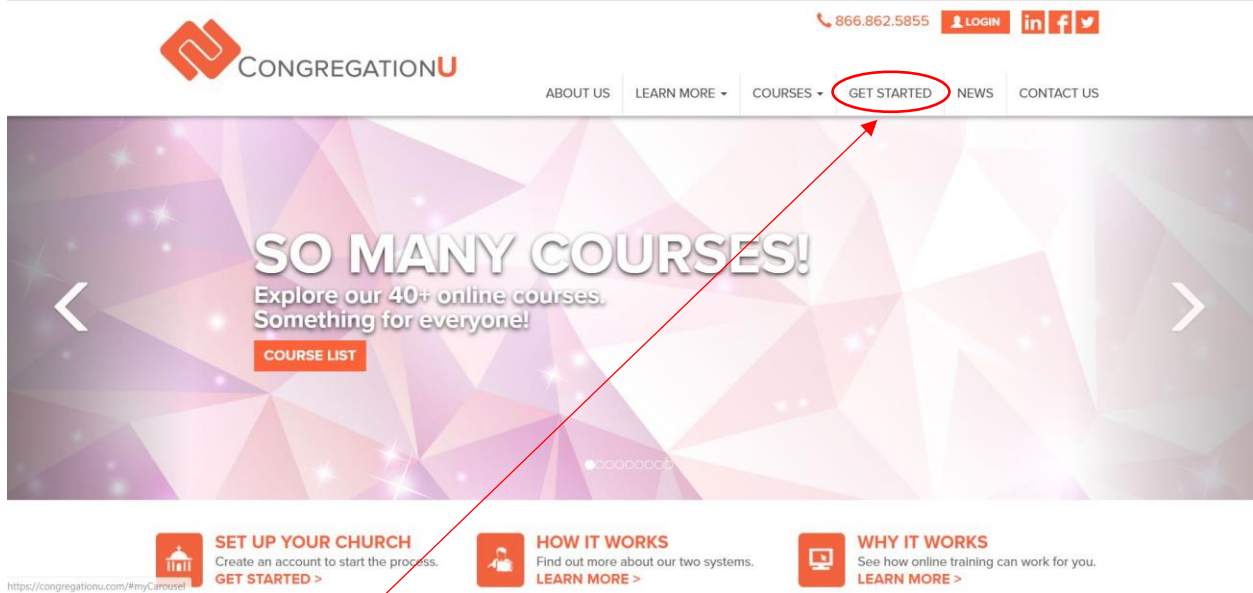


How to utilize the Online Boundary Training:

1. Open up your internet web browser and type in www.congregationu.com



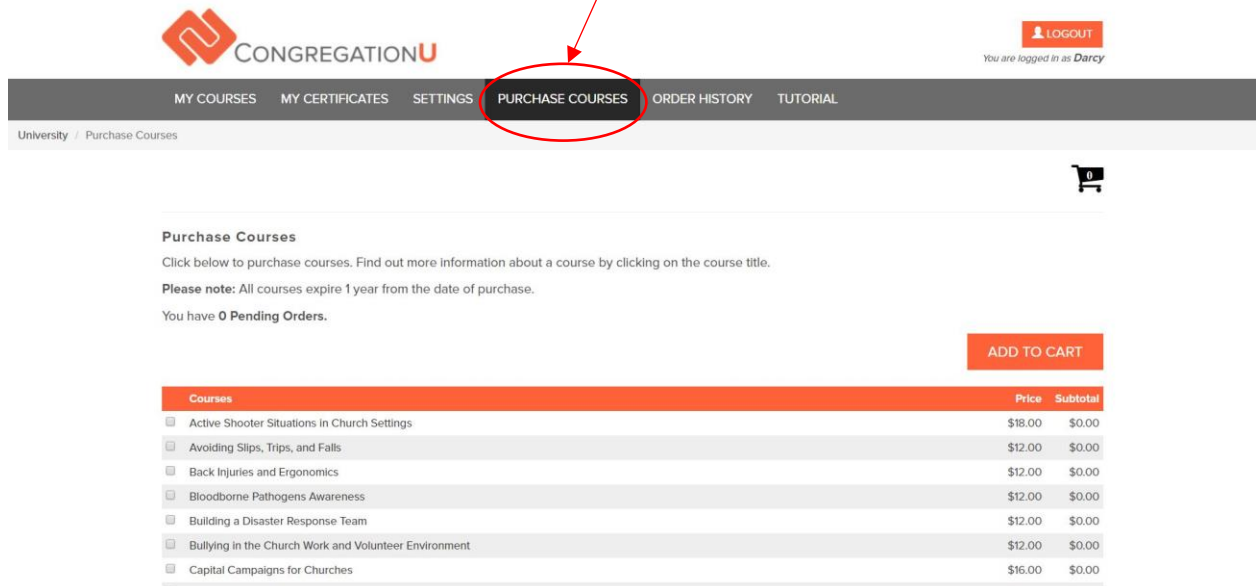
2. Click on the **Get Started** in the upper right corner of the menu tab. (See Red Circle)

The screenshot shows the CongregationU account creation form. The "GET STARTED" link in the top navigation menu is highlighted in orange. Below the navigation is the "Account Information" section. The form includes the following fields:

- Account For: Organization Individual (circled in red)
- Select the country you reside in: UNITED STATES
- Your First Name: *
- Your Last Name: *
- Mailing Address: *
- City: *
- State/Province: * Select State/Province...
- Zip: *
- E-Mail: *
- Confirm E-Mail: *
- Phone Number: *

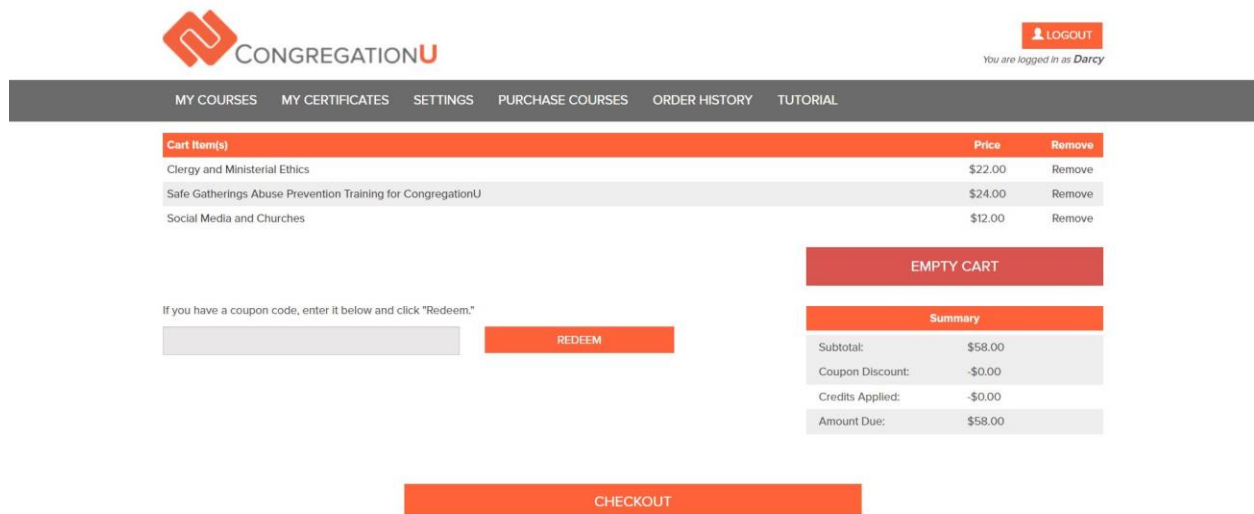
3. Then click on **Individual** option (See Red Circle)
4. Complete the form

- Once you have completed the form, select **Purchase Courses** and you will see this a page like this: (See Red Circle)



- Select the Courses:
 - Clergy & Ministerial Ethics (\$22);
 - Social Media & Churches (\$12)
 - Abuse Prevention and Boundary Awareness (\$24)

- Then check out and pay for them (you are responsible for paying).



- Once you have completed the course, submit a copy of each certificate to info@swtsynod.org. For questions/help, contact [Deacon Darcy Mittelstaedt](#).