COVID-19 Awareness Course

BUILDING REQUIREMENTS

Due to our unit being a military facility there is an additional requirement for any person to access the facility.

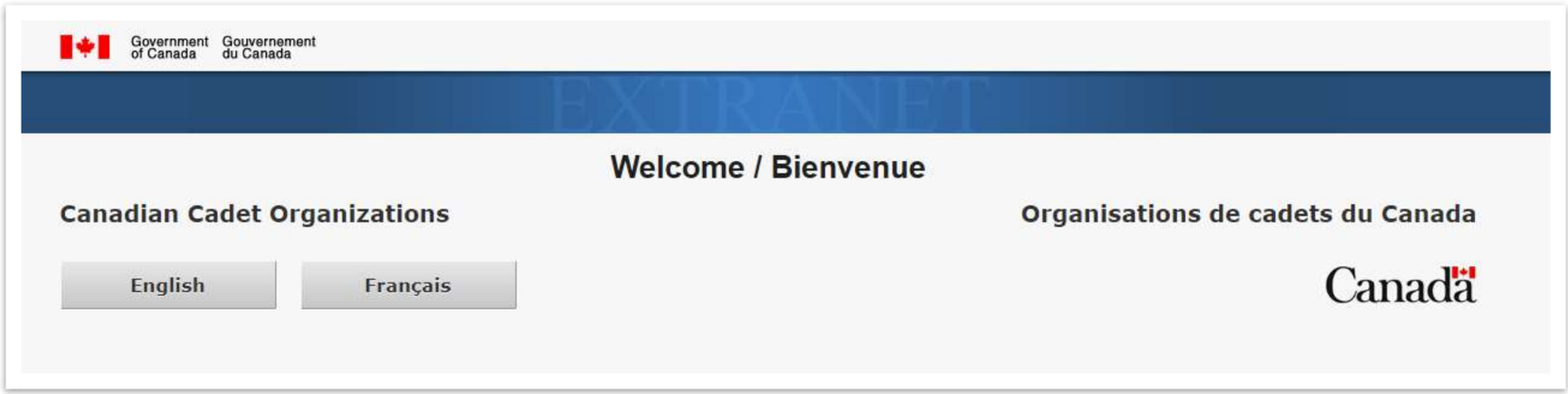
- A COVID-19 Awareness Course has been developed that must be taken by all adults staff, cadets, volunteers, and parents for them to access the facility.
- We will provide an overview on how to access the course and where to submit your certificate off completion.
- No person will be allowed in to the facility until their certificate has been submitted.

ACCESS COVID-19 Training

This next section will provide a visual overview on how to access the training. This will also be posted on the 2784 Website.

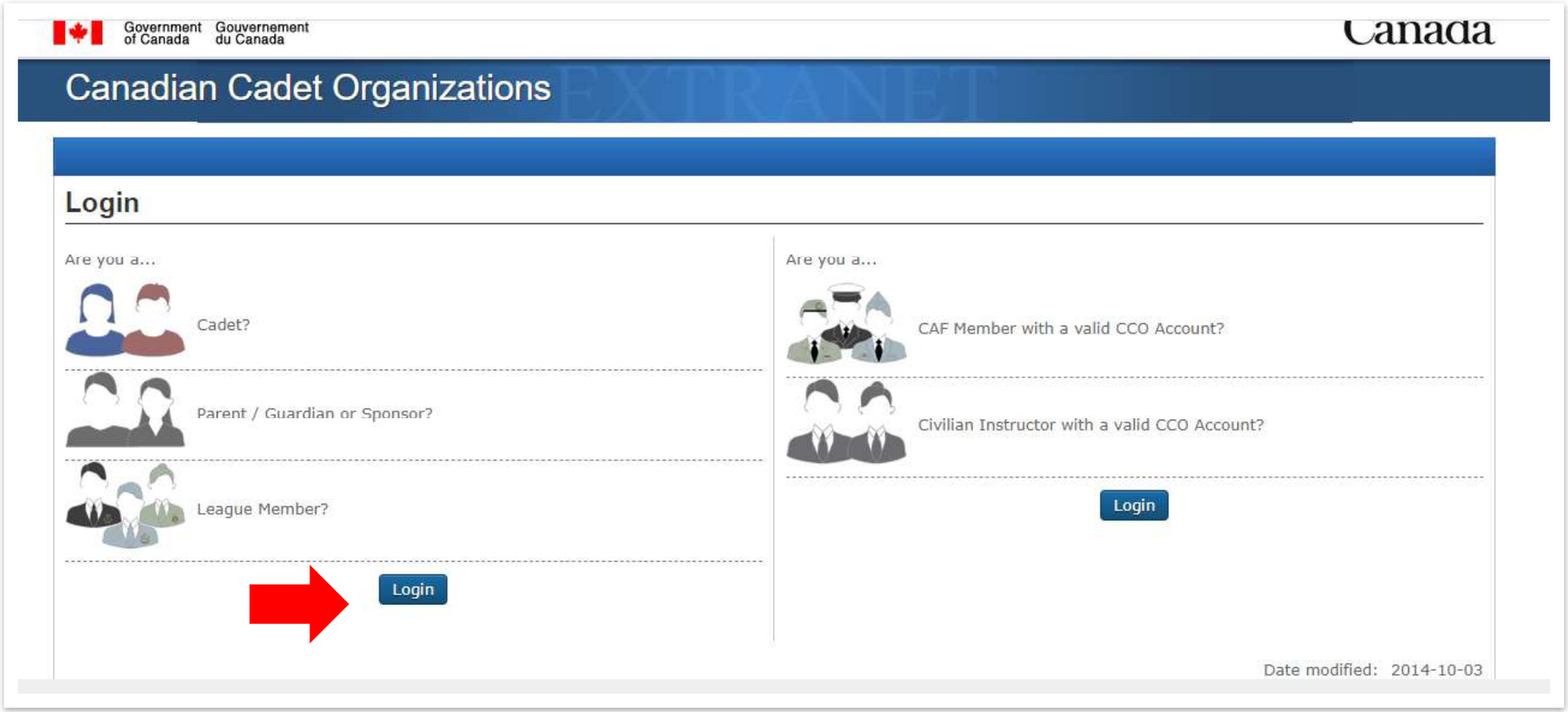
Step 1:

- Go to the following link **https://portal-portail.cadets.gc.ca/**
- Select the language you wish to proceed in.



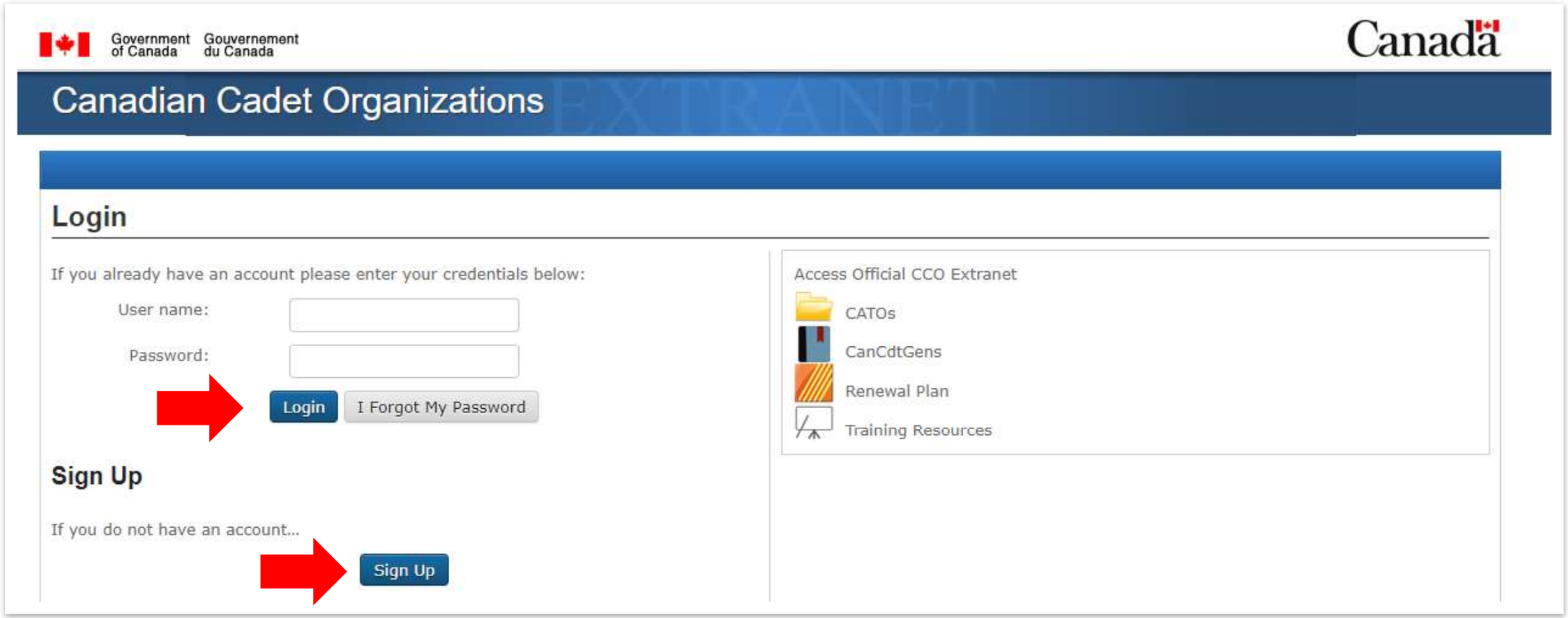
Step 2:

- Select **Login** (left panel is for cadets/parents/guardians)



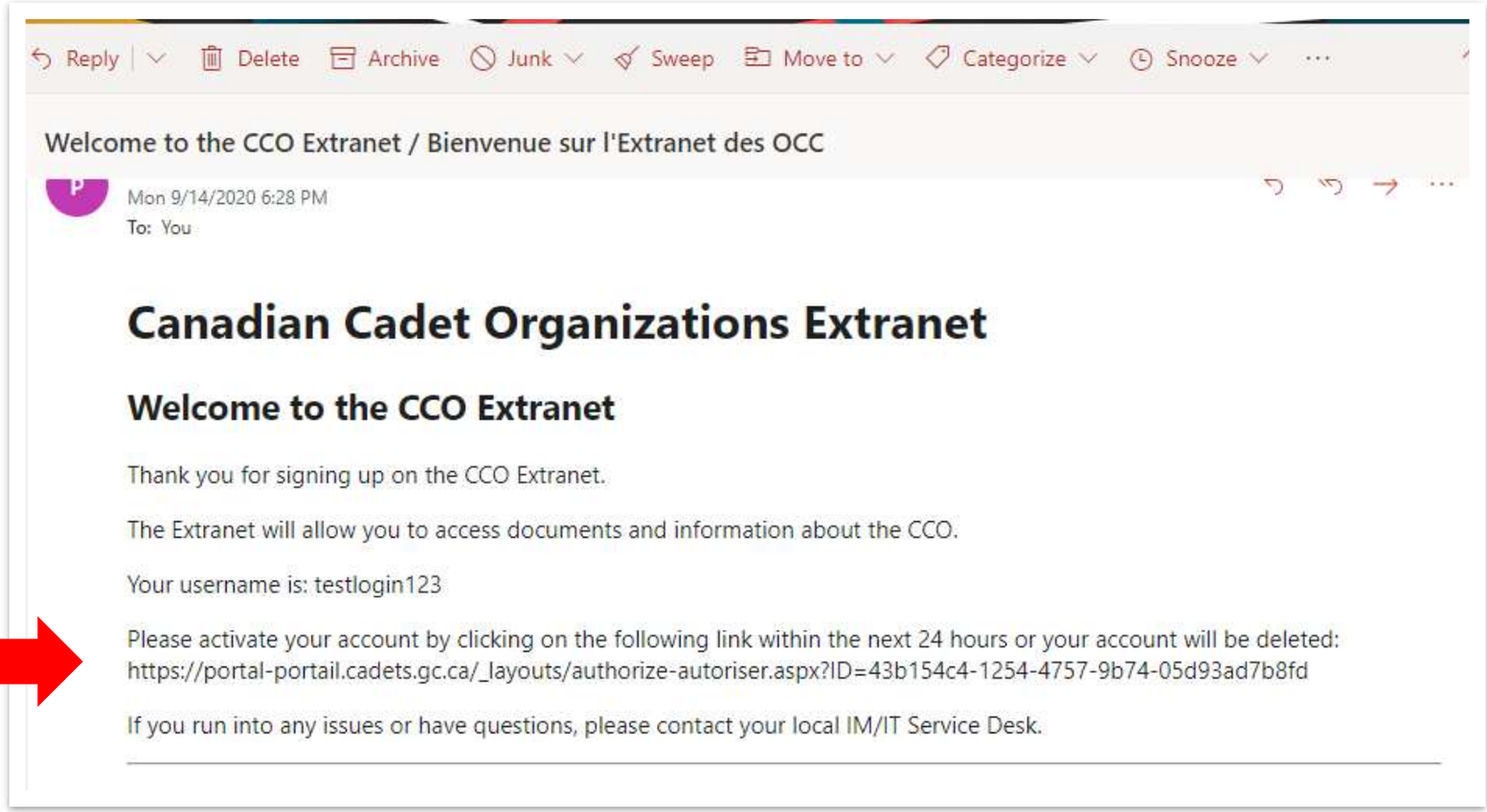
Step 3:

- **Login** or **sign up** for an account. (There will be an activation link for new accounts)



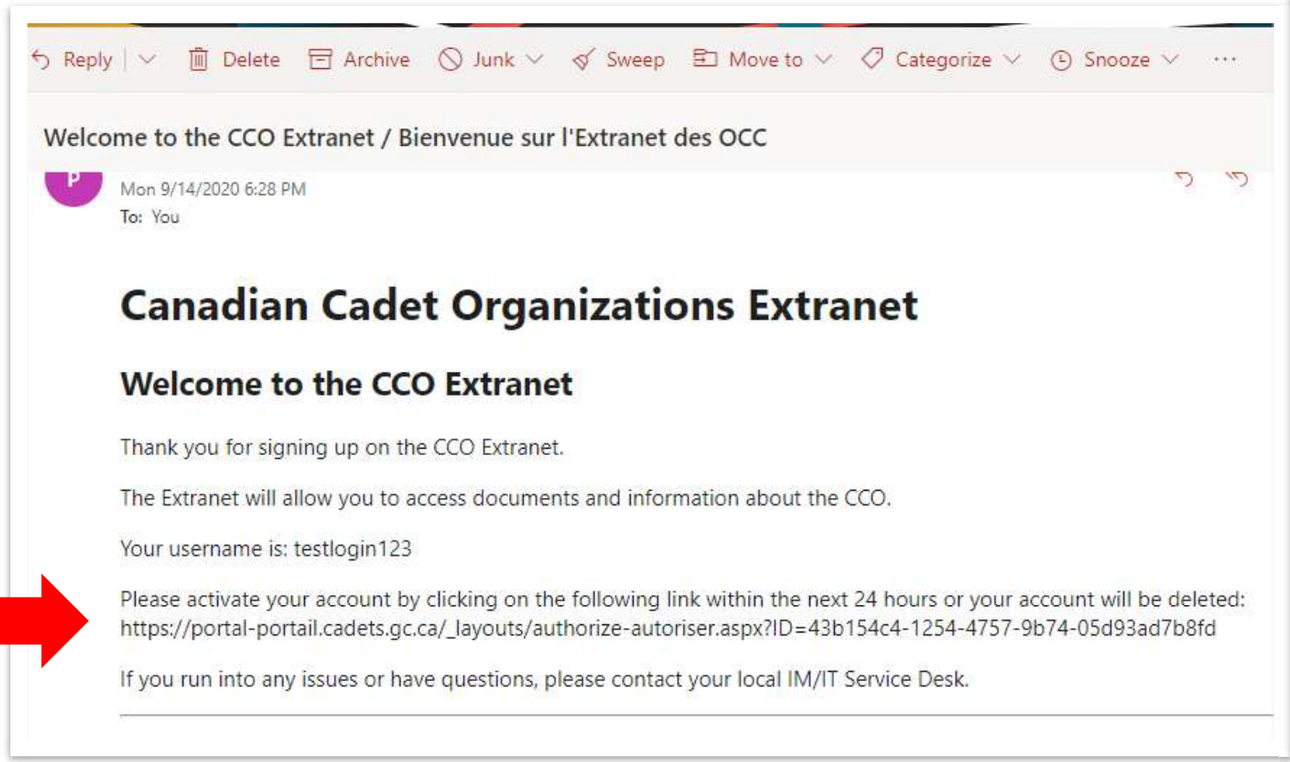
Step 3 Continued:

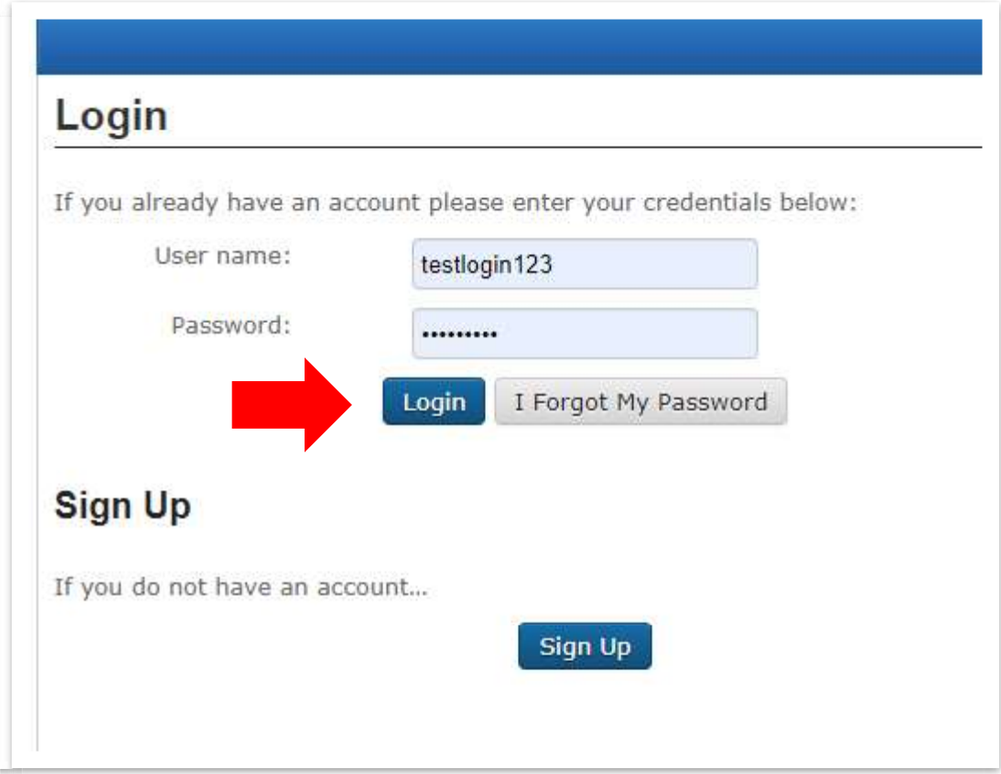
- **Activate** your account from your activation email.



Step 4:

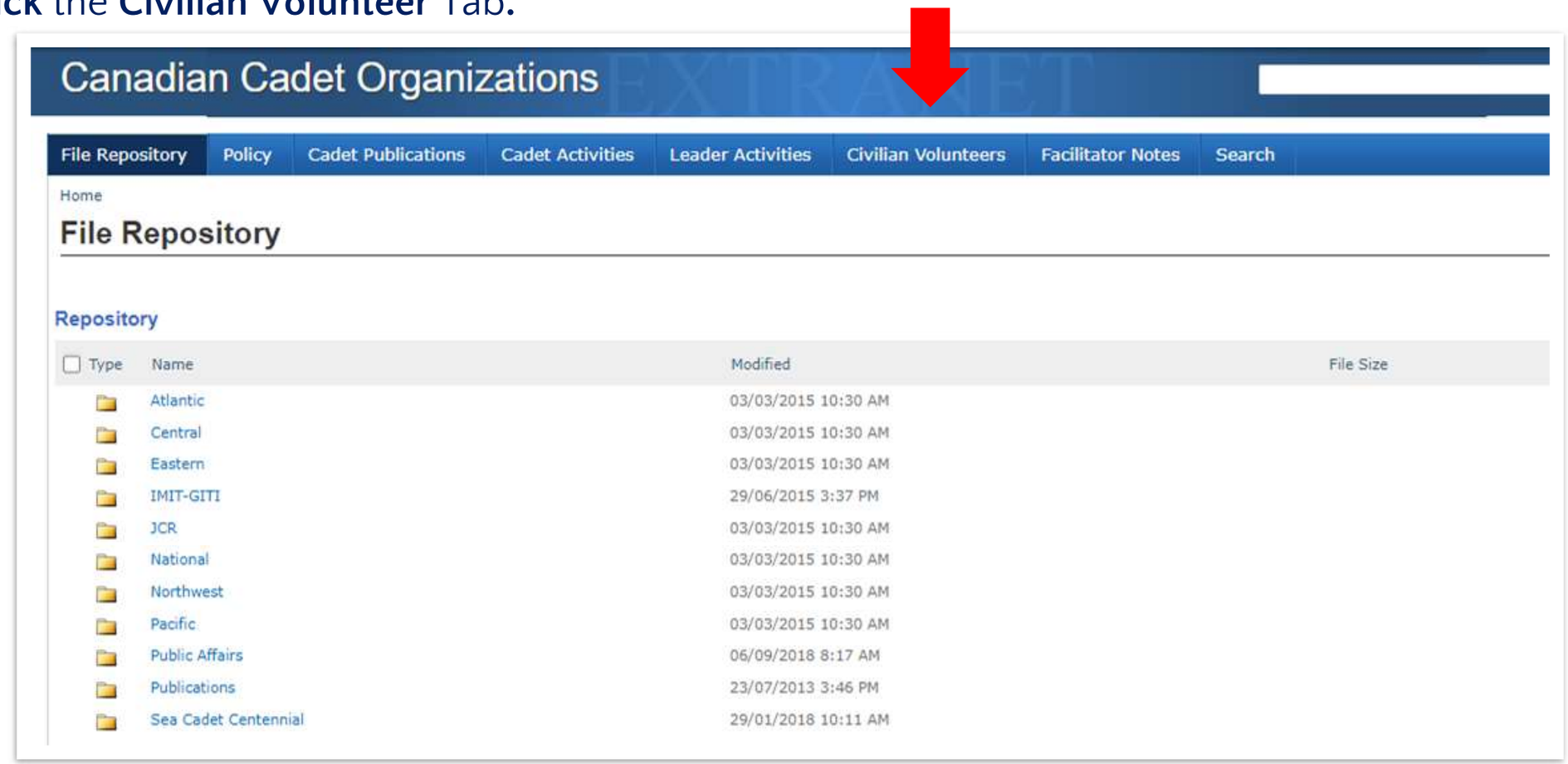
- **Activate** your account from your activation email and **log in.**





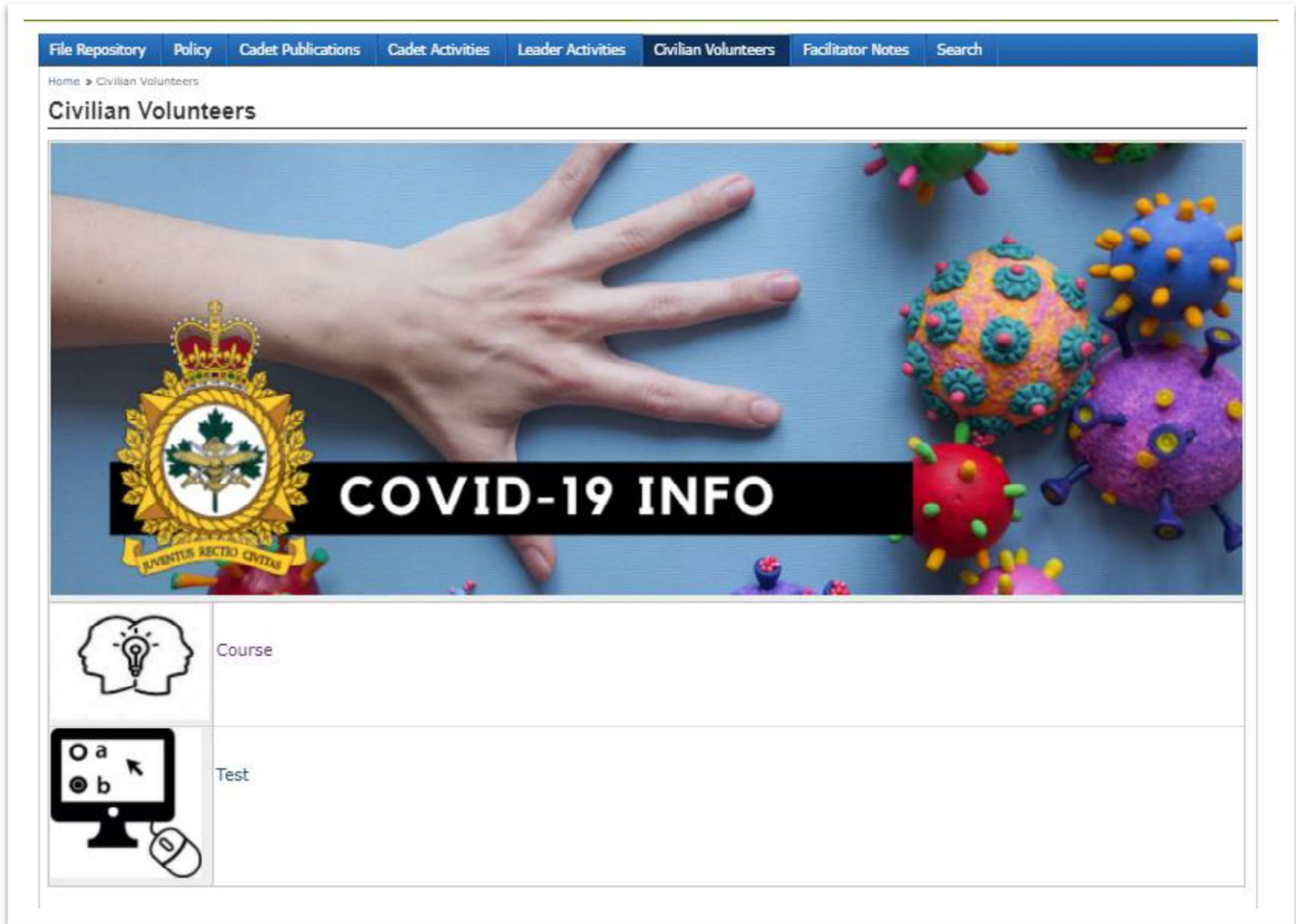
Step 5:

- **Click** the **Civilian Volunteer** Tab.



Step 6: Access Course

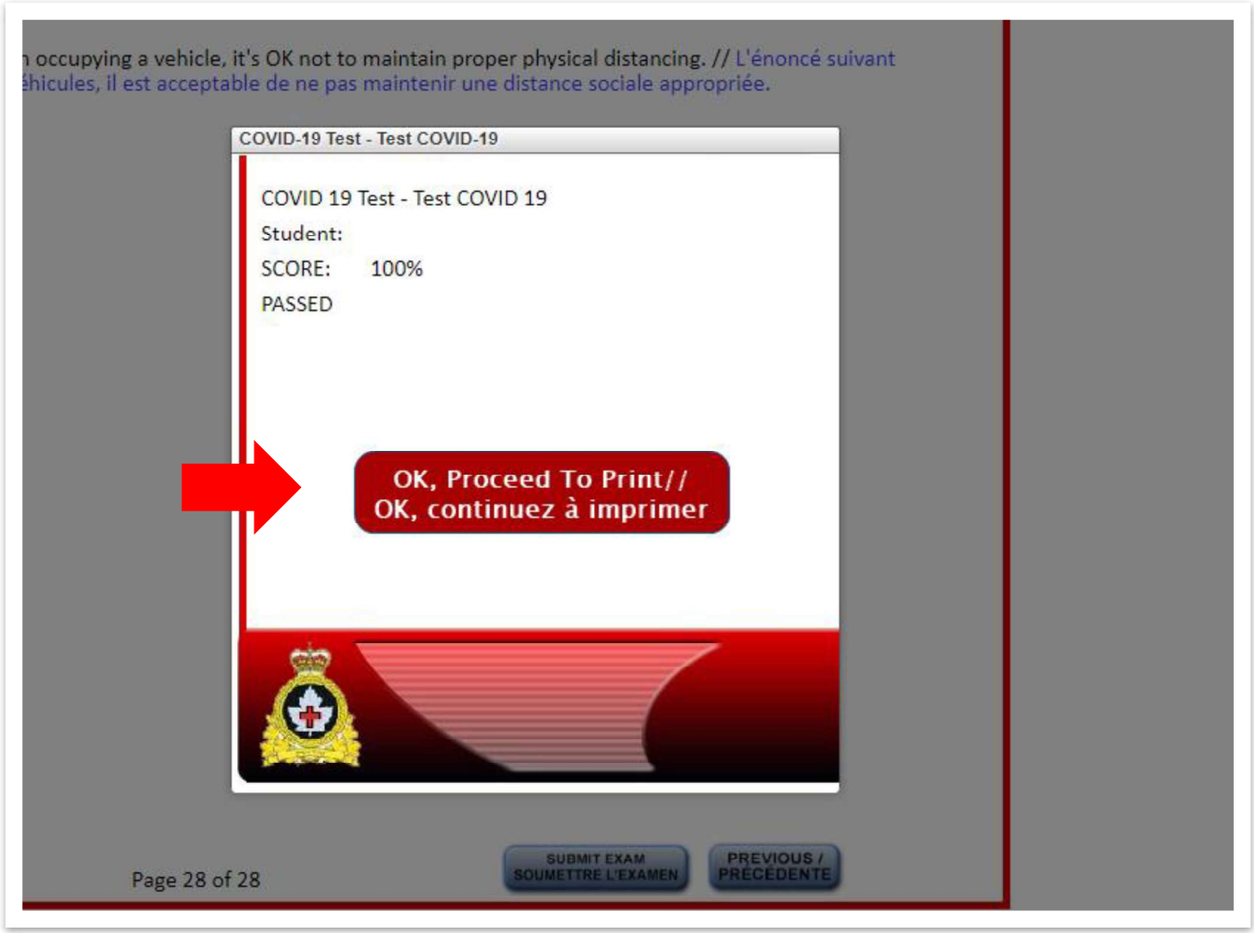
- **Click** on the **Course** and complete.
- **Click** on the **test** to complete the course and get your certificate.

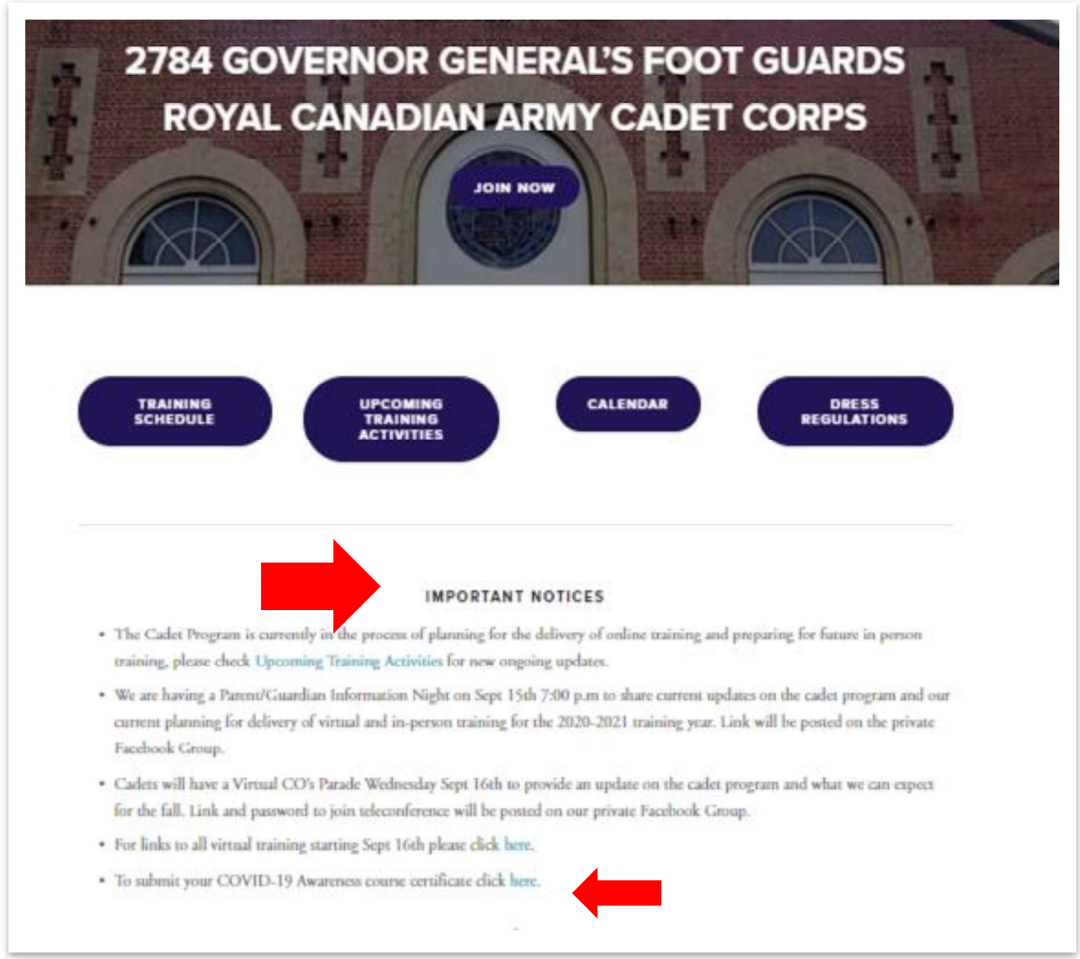


Step 7: Complete Course

- The course is offered in English and French.
- Follow the instructions to complete the 28 questions.
- Once you complete click the **proceed to print.**

- **You don't have to print the document but save a picture or pdf to your computer.**



Step 8: Submit Certificate

- Under **Important Notices** click the link to submit your course certificate.
- Complete the form and attach a copy of your certificate.
- Once the certificate is complete you will be able to access the armoury once we return to in person training.