

COVID -19 COACH TRAINING & EDUCATION – LEARNING PORTAL

Special Olympics Missouri is dedicated to the protecting the health and safety of our athletes, volunteers, coaches, officials, staff and all that contribute to the success of our athletes in training, competition and events.

Special Olympics Missouri is requiring all coaches to complete an on-line COVID-19 training through the Special Olympics Learning Portal before they begin training. Below are instructions to register for the learning portal to complete the training. The training should only take you 10-15 minutes with a 3-question quiz at the end.

Instructions for Learning Portal:

1. Go to <https://learn.specialolympics.org/>
2. Click on “register” (if you have already registered, you can just click “log in”)
3. Follow the instructions to register.
4. You will create a user name and password. It is recommended you write this down and put in so you can find it at a later date 😊.
5. Once you are registered you can get into the learning portal.
6. Click on the tab on the black menu bar that says “catalogue”.
7. All the courses they have in the learning portal will show up (you can take these other courses as well at a later date).
8. Look for the course entitled: “Coronavirus outbreak: What You Need to Know”
9. This will take you to another screen. In the right corner below the logo, click “access”.
10. You will then see a play button ▶ on the right from the picture with the title of the course.
11. Click on the play button ▶
12. This will take you to another screen with a button that says “start course”. Click that button.
13. Another screen will pop up that looks similar to a PowerPoint.
14. Read through each slide and when you scroll down, you will find a “continue” button.
15. Click continue after each slide. Note: there may be other instructions to follow on each slide to click icons, etc. as part of the training.
16. Take the 3 question quiz at the end.
17. Once you have completed the training you will receive an email from “SO Learning Portal”. It may take 20-30 minutes to receive. If you do not see it in your inbox, then check your junk mail. If you do not receive it, you can print of a certificate from the learning portal.
18. If you get the email, please forward to your area program staff and they will get it to headquarters to be entered into the system.
19. If you do not get an email, please send an email to your area staff with the date you took the training and your name. We are able to contact Special Olympics North America (SONA) and check and see if they have you recorded.
20. SOMO also receives monthly reports from SONA on who has taken which training in the portal.