

How do I access the KEYS to Child Safety Training?

- 1.) Log into AHGsource: www.ahgconnect.org/source
- 2.) Click on the "Online Training" link in the blue header
- 3.) Click on the blue "Take Training" button



Technical Requirements

Before attempting to take KEYS, make sure to have an up-to-date internet browser. The course is compatible with:

- Firefox 2.0 and higher
- IE 7.0 and higher
- Safari 1.0 and higher
- Chrome (all versions)

Second, disable any pop-up blockers and have a stable internet connection. Streaming the course is a lot like streaming a video on YouTube or Netflix, so a spotty wireless connection may not yield the best results. **Due to compatibility and reporting issues, tablets and mobile devices should *not* be used to complete KEYS.**

What happens if I have to stop the training, or accidentally close my browser, before it is completed?

You will be able to resume your progress if you log back into AHGsource using the same device with which you started the training course. Click on the "Take Training" button and it will ask you if you would like to resume where you left off.

How do I prove I completed the training?

At the end of the course you will be prompted to click a button that records your training as completed and passed. You will also be able to print a copy of the certificate for your records. Your Troop Board will always have access to print your new completion certificate through AHGconnect.

What happens if I do not pass the course?

You will be given the opportunity to retake the course, as many times as needed, in order to pass.

Who is required to take KEYS?

Completion of KEYS to Child Safety is a requirement for AHG adult membership. Therefore, all adult members of AHG are required to complete KEYS to Child Safety.

How long will it take to complete KEYS?

KEYS will take approximately one hour to complete.

How long is KEYS valid?

KEYS is valid for two years from the date of completion. After two years, volunteers will be required to renew their training.

Can I take KEYS on my tablet or mobile phone?

AHG cannot guarantee successful viewing on mobile devices and strongly discourages using a tablet or mobile device to complete KEYS.

Can KEYS be taken in a group?

To ensure that each individual receives credit for their training, and that AHG can verify which individuals complete KEYS, the training must be taken individually.