## How to Enroll in SPARC Online Training

1. Click the "SPARC Online Training" link in your CUNYFirst To Do List and then click "Start SPARC Online Training"

		To Do List
lest's Student Center	22	To Do Item Detail
	<b></b>	Test Student
		SPARC Online Training
Academics	SEARCH FOR CLASSES	
My Class Schedule	BEAMON FOR CEASSES	Academic Institution: University Admissions
Shopping Cart You are not enrolled in classes.	✓ Holds	Administrative Function: General
	SPARC Online Training	Due Date: 06/13/2018 Department:
other academic 🔄 🛞		Start SPARC Online Training
	details 🗖	SPARC Online Training
Finances	🗢 To Do List	Each college shall adopt a comprehensive student orientation and ongoing education compaign to educate students about sexual miscandust including demetic violence
My Account	NY State Voter Registration	dating violence, stalking, and sexual assault. During the student orientation process, all new students shall rereive training on this notice and an a variety of trains relation to sexual
Financial Aid You have no outstanding charges at this time.	Scholarship-Guttman Transfer	misconduct. In addition, each college shall offer and administer appropriate educational programming to residence hall students, athibites, and student leaders. Each college
View Financial Aid	SPARC Online Training	shall also provide such educational programming to any other student groups which the college determines could benefit from education in the area of sexual barsesment, conder-
Supplement Form	more Þ	based harassment and sexual violence. The college shall also share information on domestic violence, dating violence, stalking and sexual ascault prevention with parents of
		enrolling students.
		Réturn
2. Sign into your Blackboard	₩ ₩	
account if requested to do	<b>CUNY</b> Login	
account in requested to do	Now CUNYfirst CUNYsmart Virtual	Bookstore
so	Blackboard DegreeWorks FAC	2TS
56.	Log in with your CUNY Login credent	ials
	Username	
	@jogin cuny odu	
	Password	
	102.0	
	If you do not have a CURVITED account one the DATE	

3. Once you are on the CUNY SPARC Online Training Homepage, click the green "Enroll" link on the left side of the screen.

Note: Please do not bookmark this page. See EAQs

4. Follow the prompts, clicking submit and ok, to enroll in the training.

## How to View and Complete SPARC Online Training

 Once you have enrolled, click the "Complete SPARC Training" link on the left side of the screen.



2. Click on the "SPARC Online Training" link to start the module.



- 3. Once you have completed the training and viewed all of the slides, the program will automatically exit and record your completion.
- If you need to resume the training at another time, simply follow steps 1 and 2 of this section and the module will give you the option of resuming where you left off.

CII	CUNY SPARC Online Training	esources
THE GREATEST URBAN UNIVERSITY IN THE WORLD		
Menu		
Module 1: Weicome and Introductions M1 Navigation and AT Choice Trigger Warning and Options Campus Selection Weicome		
Call to Action	Resume	
Compliance Inclusivity	Would you like to resume where you left off?	
Module 1 Quiz		
Terms and Definitions. M2 Navigation and AT Choice Interpersonal Violence Termer Menor		
Sevual Assault		
Consent Criteria		
Consent: A Checklist		
Attirmative Consent Quiz		
Another way of looking at consent		
One last thing		
Relationship Violence		
Cylce of Violence		
RV Dynamics ·		

## How to Print a Certificate When You Have Completed SPARC

 Once you have completed SPARC Online Training, click SPARC Completion Certificate.



2. Click on the printer icon on the achievement and follow the instructions to print your certificate.

 Image: Blackboard Learn - Google Chrome
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## How to View the Most Recent Date You Completed SPARC

 If you have completed SPARC multiple times, your certificate will only display the first date completed. If you need to show proof of the most recent date, click SPARC Completion History.



2. The "Last Activity" column will show the most recent date you completed SPARC Training. Please print out this page if you need to show proof of completion within a certain date.

My	Grades	1					
All	Graded	Upcoming	Submitted		Order by:	Course Order	,
ITEM				LAST ACTIVITY		GRADE	
CUNY	SPARC Online	Training		May 14, 2018 2:44 PM GRADED		0	