

How do I Access the Youth Protection Training Report?

Training reports are available to the Unit Leader, Committee Chair and Charter Representative through their account on My.Scouting.org. These individuals can also assign additional people access to training reports.

To access training reports:

- Login into my.scouting.org
- Click the home button on the top left
- Select the unit from the drop down menu
- Then select Training Manager
- There are 2 pie graphs
- The one on the left will provide position training information. The one on the right will provide youth protection information. The only report required for the recharter will be the Youth Protection report.
- Click on the YPT icon on the left (circled below) named “YPT Aging Report”
- A warning will appear- “You are about to Download and Preview Trained Leaders Report”
- Click continue- The report will download as a PDF.
- The report will show you any adults with expired Youth Protection Training or those who will be expiring in the coming months.
- For those who need to update their training, ask them to login to their my.scouting.org account and take the training.

