

Catholic Mutual Safety Education Solutions

Be Smart – Drive Safe

End-User Instructions

Self-Register:

1. Open your browser and navigate to www.catholicmutual.org. Compatible browsers include Internet Explorer 8 or higher, Firefox, Chrome, and Safari. Training is not compatible with portable devices such as iPods, tablets or smart phones at this time. If you view the training on one of these devices, you will not be able to take the test at the end and will not get credit for the training.
2. Select the 'Defensive Driving' Icon. This will direct you to the Safety Education Solutions platform. Click on "Register here".

Catholic Mutual Group

Catholic Mutual considers Risk Management an essential part of our service to the church Members' programs. Since the mid-1980's, Catholic Mutual has worked aggressively with arch/dioceses in order to manage the exposures of the Catholic Church. Today, Catholic Mutual offers a comprehensive range of online risk management services to its Members. Catholic Mutual has truly been the pioneer for Risk Management.

3. Complete the requested information, noting the following:

- a. Because every user across the entire in2vate system must have a unique Username, we recommend that you use your complete email address.
- b. Create a password that is at least 6 characters long.
- c. You are able to change your password at any time by clicking "Update My Account" in the upper right-hand corner of the screen. Type your new password and hit "save".
- d. If you do not have an email account, choose a highly unique User Name and enter noaddress@example.com in the Email area.

4. Select your Organization (your Arch/Diocese). Click "Submit".

Create your account

Username

Password

First name

Last name

Email

Organization

Submit

- 1-Catholic Mutual – Non-Diocesan Entities
- Albany, NY, Diocese of
- Alexandria, LA, Diocese of
- Allentown, PA, Diocese of
- Atlanta, GA, Archdiocese of
- Baker, OR, Diocese of
- Baton Rouge, LA, Diocese of
- Beaumont, TX, Diocese of
- Belleville, IL, Diocese of
- Biloxi, MS, Diocese of
- Bismarck, ND, Diocese of
- Boise, ID, Diocese of
- Bridgeport, CT, Diocese of
- Brownsville, TX, Diocese of
- Catholic Mutual – Defensive Driving
- Catholic Mutual – Defensive Driving (demo)**
- Charleston, SC, Diocese of
- Charlotte, NC, Diocese of
- Cheyenne, WY, Diocese of
- Chicago PPA
- Colorado Springs, CO, Diocese of
- Columbus, OH, Diocese of
- Corpus Christi, TX, Diocese of
- Covington, KY, Diocese of
- Crookston, MN, Diocese of
- Dallas, TX, Diocese of
- Denver, CO, Archdiocese of
- Des Moines, IA, Diocese of
- Dodge City, KS, Diocese of
- Dodge City, KS, Diocese of



4. You will be asked to identify your primary Location (parish) and Role.

Locations and Roles

Location Choose your location

Role

- Candidate for Ordination
- Deacon
- Educator
- Employee
- Priest
- Religious Ed Teacher
- Volunteer

[What is my role?](#)

Submit

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[What is my role?](#)

- **Priests/Deacons** – Religious order or diocesan priests/deacons in active or supply ministry (including “retired” clerics who continue to celebrate occasional sacraments), including diocesan priests/deacons who are living outside of the diocese.
- **Candidates for Ordination** – All men in formation, including seminarians and those preparing for the permanent diaconate;
- **Educators** – Paid teachers, principals, and administrators in diocesan/eparchial and parish schools
- **Employees** – Paid persons (other than priests/deacons or educators). This includes any individual employed by and working directly for the diocese/eparchy or parishes/schools. Examples include central office/chancery/pastoral center personnel, youth ministers who are paid, parish ministers, school support staff, rectory personnel, etc.
- **Volunteers** – Unpaid persons who actively assist the diocese/eparchy (including parishes and schools) such as catechists, youth ministers, coaches, etc.

Submit



- The system will refresh and ask you to login with your new Username and Password.
- Once logged into your account read the Acceptable Use Policy and click "continue" to accept. You will be able to select and complete the *Be Smart – Drive Safe* module. Click the green checkmark to launch the training.

Available Online Training Modules

- CM Be Smart Drive Safe
- CM Be Smart Drive Safe (Spanish)
- CM Church Transportation
- CM Passenger Vans



Add to Assigned Modules



Adults' Training My Arch/Diocese

Online Training
Live Training
Training Report
Message Center

Online Training Modules

- CM Be Smart Drive Safe
Assigned: 05/15/2014
Due: 05/29/2014

Past due
 Due date approaching
 Assigned

Congratulations upon completing *Be Smart – Drive Safe!*

The completion of your training will be available to your parish system administrator.

Please contact in2vate at 1-800-205-5262 for technical questions, web assistance, or site functionality.
For all other questions, please call Lori Kortright at 1-800-228-6108 ext. 2385.

