

Instructions for Accessing Online Volunteer Training

Dear Volunteer,

Thank you for your commitment to our organization! Below are the steps to access your online volunteer training:

Step 1: Visit the Training Portal

Go to our training portal at www.example.com/training.

Step 2: Log In

Enter your username and password. If you do not have a username, please contact us at support@example.com.

Step 3: Select Your Training Module

Once logged in, navigate to the "Volunteer Training" section and choose the module assigned to you.

Step 4: Complete the Training

Follow the instructions in the module. Make sure to complete all sections and quizzes.

Step 5: Confirmation

After completing the training, you will receive a confirmation email. Please keep this for your records.

If you have any questions or encounter any issues, feel free to reach out to us at support@example.com.

Thank you for your time and dedication!

Sincerely,
The Volunteer Coordination Team