AACPS VECTOR SOLUTIONS SELF-REGISTRATION INSTRUCTIONS

Anne Arundel County Public Schools utilizes the Vector Solutions online safety training program to train Interns on school-related safety issues. Vector offers trainings in all facets of school safety issues, and its compliance management system tracks all the training for the district, allowing us to easily demonstrate state and federal compliance with safety mandates. Vector courses have been authored by nationally renowned experts and have been endorsed by a number of school boards and superintendent associations nationwide.

As a new AACPS intern, you will need to register yourself in the system in order to receive your active assignments. There are **two ways** to do this.

Use your AACPS Vector Solutions registration key: *109feb40*

Next, go to our Vector homepage, https://aacps-md.safeschools.com/ click "Register" (To the right of the "Sign in" button). On the next screen you will be prompted to enter the registration key above. Next you will be prompted to enter some basic information, including a username of your choice, which you will use to login to the system moving forward.

OR

Use the "quick link" registration URL: https://aacps-md.safeschools.com/register/109feb40

Click on or enter the address above into your internet browser, and you will be taken to the registration page where you will enter your basic information, including your username.

<u>**Important:**</u> When creating your account, the username format should be as follows:

> **Intern followed by a dash then first name initial and full last name (i.e., John Smith would be intern-jsmith).**

Once you login to the site, you will see a list of courses assigned to you, and the date on which they are due. To begin a course, click on the title then follow the prompts. To earn a certificate of completion, you must complete all sections of a course and pass the quiz. You do not have to take Vector courses in one sitting, however you will need to complete each section in entirety to move on to the next.

There is no need to print your certificate unless you wish to retain for your records.

Your participation will help to make **Anne Arundel County Public Schools** a safer place to work and learn! If you have any questions, please contact **John Stebbing** at jstebbing@aacps.org.