

# 2019 Annual Online Safe Environment Training “SET” Renewal Instructions

This is for  
all current volunteers  
who wish to continue serving  
at St. Theresa Parish.

1. Go to: [phoenix.cmgconnect.org](http://phoenix.cmgconnect.org)
2. Click on the [Green “Sign In Here”](#) (in the upper right corner of the home page).  
**DO NOT CREAT A NEW ACCOUNT UNDER ANY CIRCIMSTANCES,**  
*rather, please contact the Parish Office if you need help.*
3. Your **USERNAME** is: FirstName.LastName.dop
4. Your **PASSWORD** is: 1234 (*after you enter this password, you will be prompted to change your password and continue*).
5. Under “Required Training Curriculums” you will see 2 boxes. You want this one:



Click: [START CURRICULUM](#) under the 2019 Annual Online Renewal Training: “Renewing Our Commitment” - Phoenix.

6. Complete all pages with the training. Each box will be marked **DONE** as you complete each section.

If you have any other questions or concerns before you log in, please contact Rita Laguna in the Parish Office 602-586-7426.

**Thank you for your cooperation as we build our new “SET” database.**