

CMG Connect

Diocese of Monterey

Defensive Driving Training Instructions

Step 1: Accessing CMG Connect

Go to <https://monterey.CMGconnect.org/> to register for an account. Complete the 3 pages of “Register for a New Account” - basic account information, personal, and affiliation. Complete all required boxes.

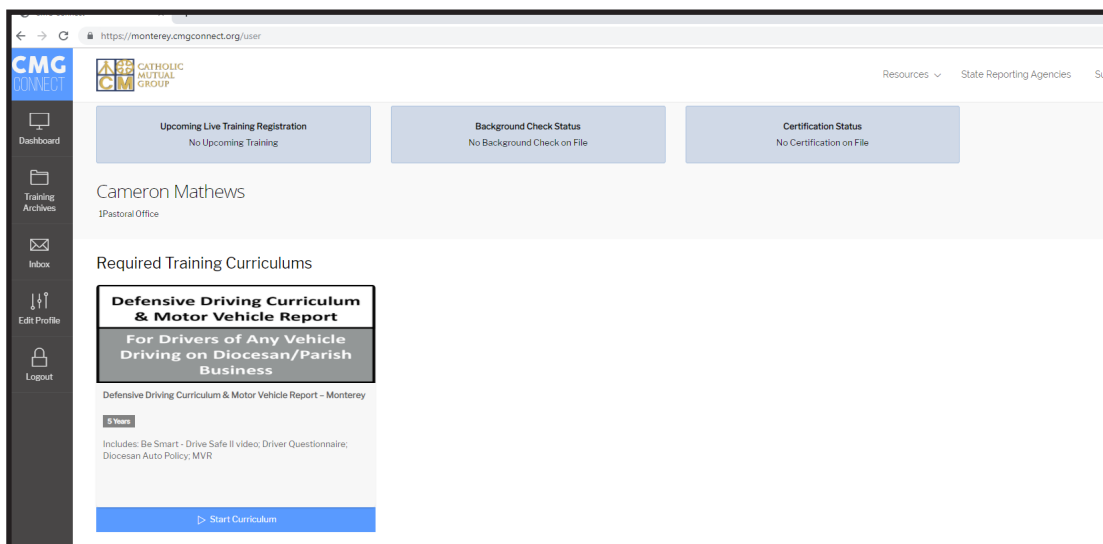
Select the “Driver” participation category on the last step, in addition to any other selections that describe your role at your primary location. This allows the platform to automatically assign the correct training(s).

If you have completed training in the past, you may already have an account. Log in with your previous username and password by clicking the green “Sign in Here” button at the top right of the page.

If you cannot remember your password, click “Forgot Password.” If your email address is not recognized or you do not have an email address in the system, contact cmgconnect@catholicmutual.org to request a password reset.

Step 2: Locate and Start Trainings

Once you have completed the registration process, you will be directed to your dashboard. Look for the **Required Training Curriculum** (shown in the image below) and disregard the Optional Trainings. Click “Start Curriculum” to begin. If you do not see the required training please contact CMG Connect.



Step 3: Complete Training

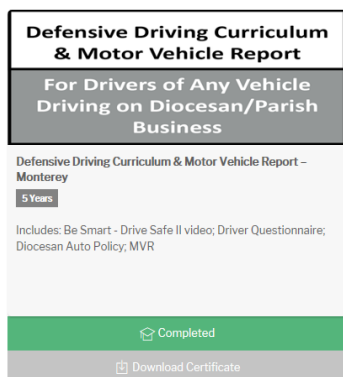
Watch the training video, acknowledge diocesan policies, fill out the driver questionnaire, and submit your MVR Check via the curriculum.

Each training page will be marked “Done” as you progress.

Step 4: Access Certificate

After your MVR has been reviewed and approved, you will be able to log back in to the system to access your completion certificate. Locate your completed curriculum and select the gray “Download Certificate” button; print a copy for your records.

Required Training Curriculum

A screenshot of the 'MVR Check' form in the CMG Connect application. The form is titled 'MVR Check' and includes a 'Download Certificate' button. The form fields are: Address 1 (820 Casanova Ave), Address 2 (Apt 14), City (Monterey), State (CA), Zipcode (93940), Phone (231-632-2531), Date of Birth (1992, April, 7), Driving License State (dropdown), Driving License Number (XX999999), Confirm Driving License Number (XX999999), and a dropdown for 'I am completing this BG check on behalf of this location' (1 Pastoral Office). There is a checkbox for 'I agree to terms and conditions' and a 'Submit MVR Check Request Details' button.

ATTENTION: If you have been assigned to be the site administrator for your parish or school, please send your username to cmgconnect@catholicmutual.org to request Driving Coordinator access. Your guide to navigating CMG Connect will be located under the Resources tab of your updated account.