

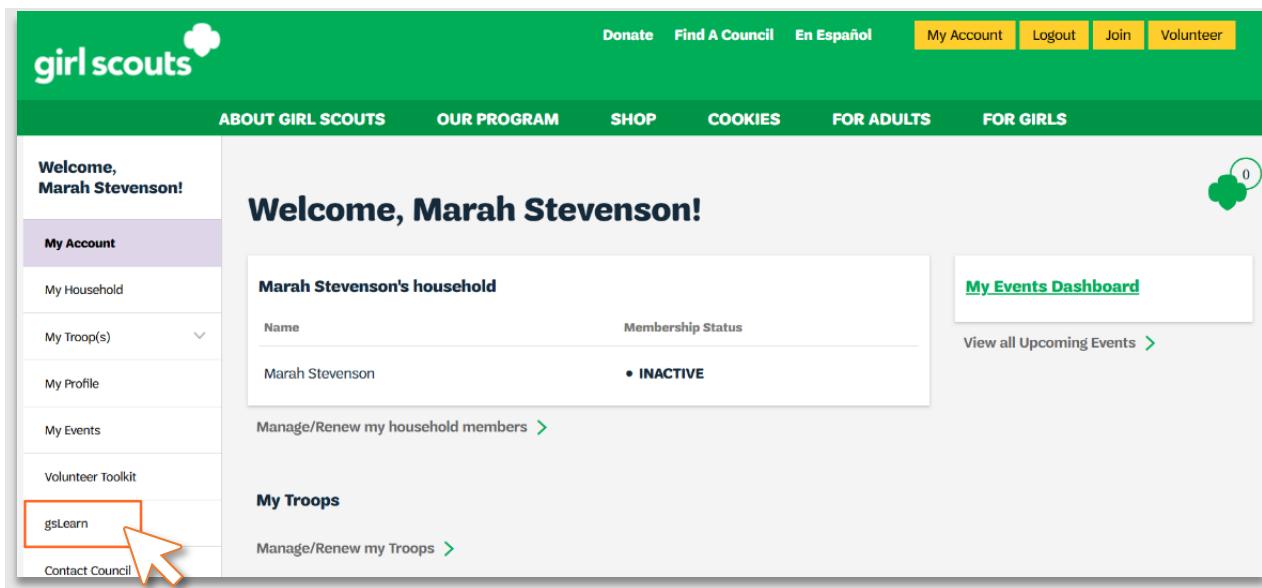
Welcome to gsLearn

Welcome to gsLearn, Girl Scouts' official online and on-demand training platform. Below are instructions for how to navigate gsLearn. When you login to gsLearn for the first time, follow along using this guide to familiarize yourself with the platform and its features. Then, check out our [digital pamphlet](#) that provides an overview of all volunteer roles and their corresponding training requirements.

Use the Bookmarks feature  to jump to each section.

Basic gsLearn Navigation for Learners

To access gsLearn, first log into your [MyGS account](#). On the left sidebar, click the 'gsLearn' tab. You will be redirected to the learning platform.



The screenshot shows the Girl Scouts website homepage. The top navigation bar includes links for 'Donate', 'Find A Council', 'En Español', 'My Account', 'Logout', 'Join', and 'Volunteer'. Below the navigation is a main menu with categories: 'ABOUT GIRL SCOUTS', 'OUR PROGRAM', 'SHOP', 'COOKIES', 'FOR ADULTS', and 'FOR GIRLS'. On the left, a sidebar menu lists 'My Account' sections: 'My Household', 'My Troop(s)', 'My Profile', 'My Events', 'Volunteer Toolkit', 'gsLearn' (which is highlighted with a red box and has an orange arrow pointing to it), and 'Contact Council'. The main content area displays a 'Welcome, Marah Stevenson!' message, 'Marah Stevenson's household' information (Name: Marah Stevenson, Membership Status: • INACTIVE), and 'My Troops' information. A 'My Events Dashboard' box is also visible.

When you log in to gsLearn, you'll see your learner dashboard, which features your courses and learning paths. Scroll down to find **the My Training section**.

- **Not Started:** This area lists training assignments you have not started.
- **In Progress:** Courses/LPs you have started but have not finished will appear here.

Volunteer training is **self-paced**, so you can start, pause, and resume whenever it works for you.

Expanded Paths to Highest Awards

Bronze leads to Silver, and Silver to Gold! Or complete one Leadership Award or Journey (before Journeys retire in Oct 2026) to get started.

LEARN MORE

My Training >

In Progress (14) >

Not Started (24) >

Recent Achievements

- 611 2025 Troop Fall Product Program...
- GSUSA Field Trips and Travel...
- 611 (STAFF) Girl Scouts Child Abuse...
- 611 (STAFF) Girl Scouts Child Abuse...
- 611 Daisy Troop Leader

Some courses/LPs may be auto-assigned to you based on your role, while other courses will be available in the Content Library.

To locate the Content Library, scroll to the top of the gsLearn homepage and select the 'Content Library' tab from the green navigation bar.

Content Library >

gsLearn's New Look!

We've updated your learner homepage and library search.

LEARN MORE

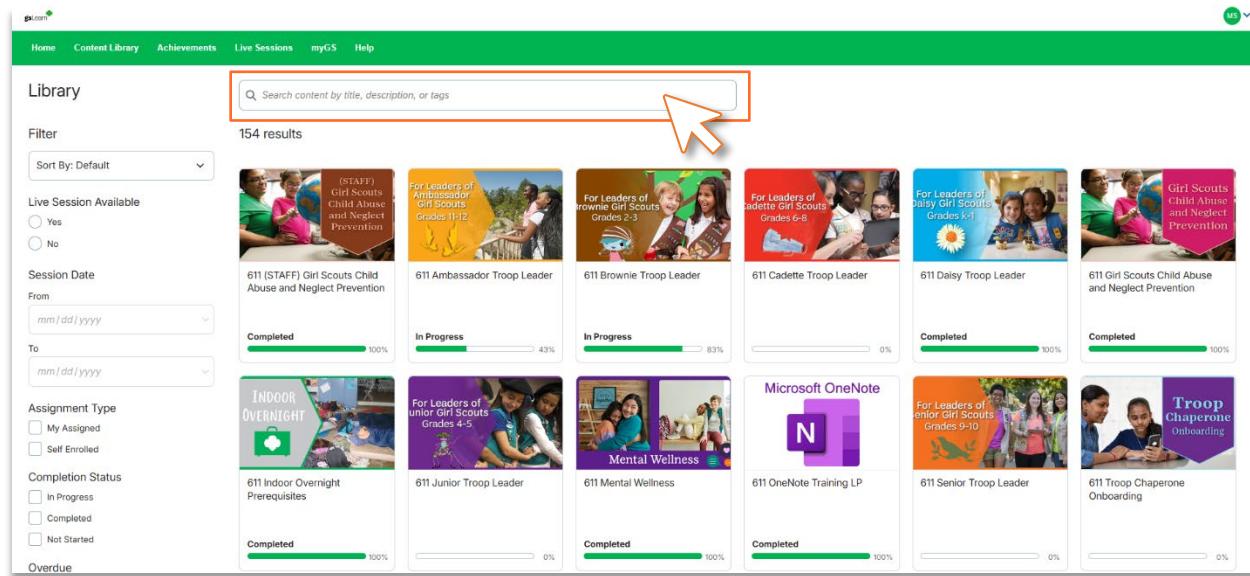
My Training >

In Progress (6) >

Recent Achievements

- GSUSA Resilient. Ready. Strong. Pa...
- GSUSA Mental Wellness 101

You can look for content within the library by typing into the search bar or you can browse the list of options. GSGLA courses and learning paths all begin with our '611' council code.



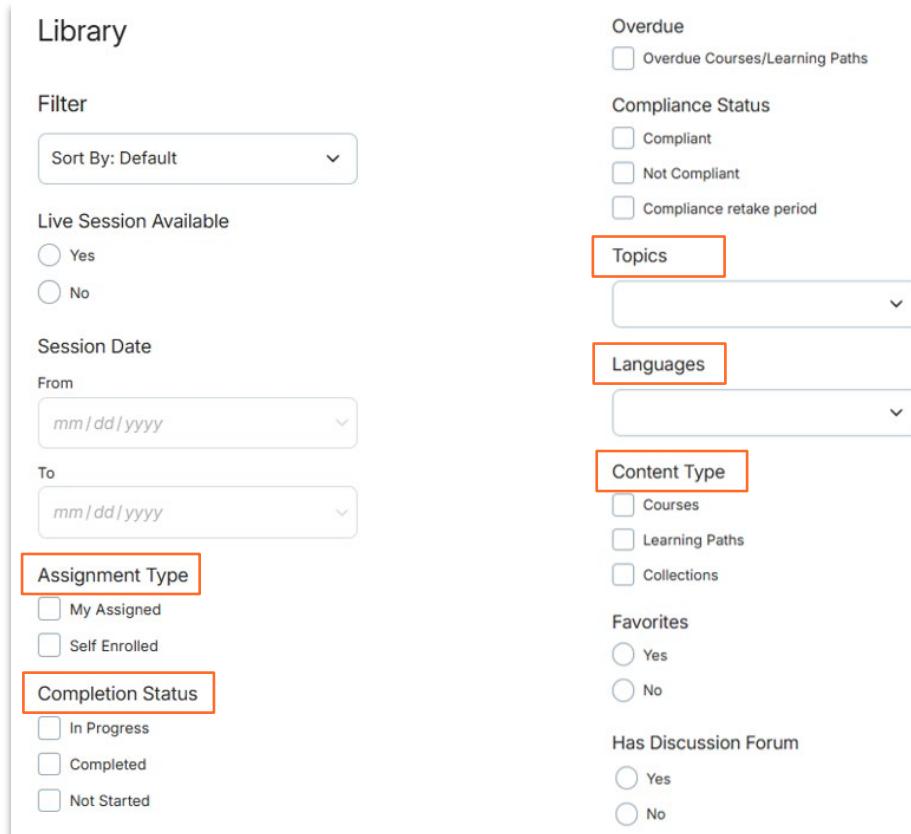
The screenshot shows the GSGLA Content Library interface. At the top, there is a navigation bar with links for Home, Content Library, Achievements, Live Sessions, myGS, and Help. Below the navigation bar is a search bar with the placeholder text "Search content by title, description, or tags". An orange arrow points to this search bar. The main area is titled "Library" and displays "154 results". On the left, there is a "Filter" sidebar with the following options:

- Sort By: Default (dropdown menu)
- Live Session Available:
 - Yes
 - No
- Session Date:
 - From:
 - To:
- Assignment Type:
 - My Assigned
 - Self Enrolled
- Completion Status:
 - In Progress
 - Completed
 - Not Started
- Overdue

The main content area shows a grid of course cards, each with a thumbnail image, title, and completion status (e.g., Completed, In Progress, 0%). Some cards also show a progress bar. The cards include:

- (STAFF) Girl Scouts Child Abuse and Neglect Prevention
- 611 Ambassador Troop Leader
- 611 Brownie Troop Leader
- 611 Cadette Troop Leader
- 611 Daisy Troop Leader
- 611 Girl Scouts Child Abuse and Neglect Prevention
- 611 (STAFF) Girl Scouts Child Abuse and Neglect Prevention
- 611 Indoor Overnight Prerequisites
- 611 Junior Troop Leader
- 611 Mental Wellness
- 611 OneNote Training LP
- 611 Senior Troop Leader
- 611 Troop Chaperone Onboarding

Use the left side bar in the Content Library, to filter training assignment type, completion status, topics, languages, content type, and more!

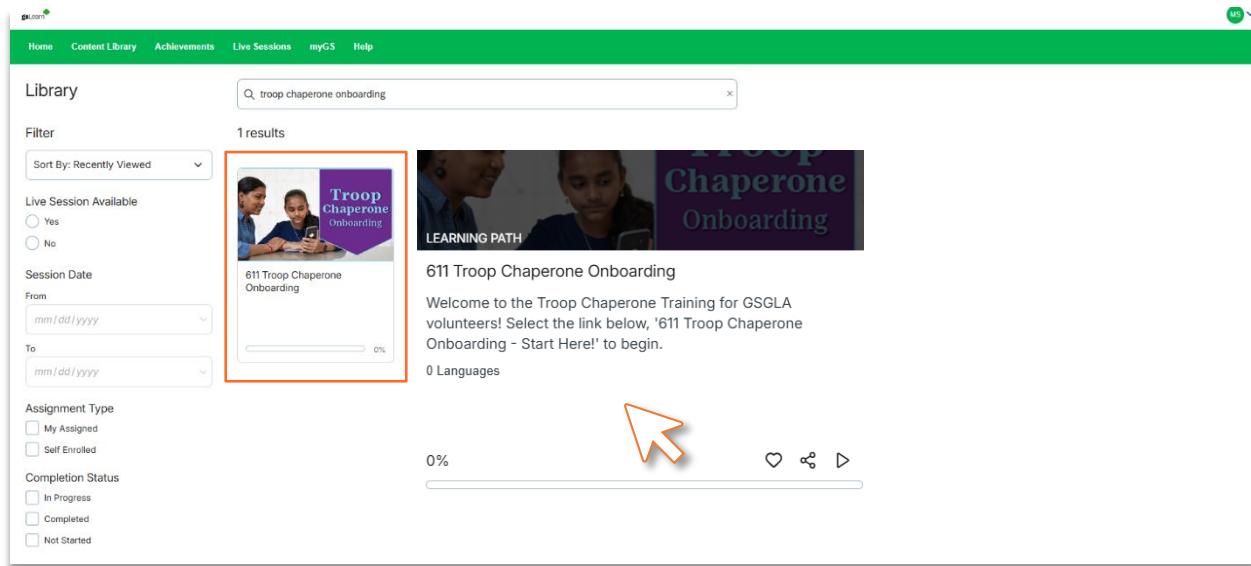


The screenshot shows the expanded filter sidebar on the left side of the Content Library. The sidebar includes the following sections:

- Library**
- Filter**
 - Sort By: Default (dropdown menu)
 - Live Session Available:
 - Yes
 - No
 - Session Date:
 - From:
 - To:
 - Assignment Type**
 - My Assigned
 - Self Enrolled
 - Completion Status**
 - In Progress
 - Completed
 - Not Started
- Overdue**
 - Overdue Courses/Learning Paths
- Compliance Status**
 - Compliant
 - Not Compliant
 - Compliance retake period
- Topics**
 -
- Languages**
 -
- Content Type**
 - Courses
 - Learning Paths
 - Collections
- Favorites**
 - Yes
 - No
- Has Discussion Forum**
 - Yes
 - No



To begin a course or learning path in gsLearn, click or hover over the tile, and a description box will appear. Click on the description box to enter. This will also add it to your learner dashboard, so you do not have to search for it again.



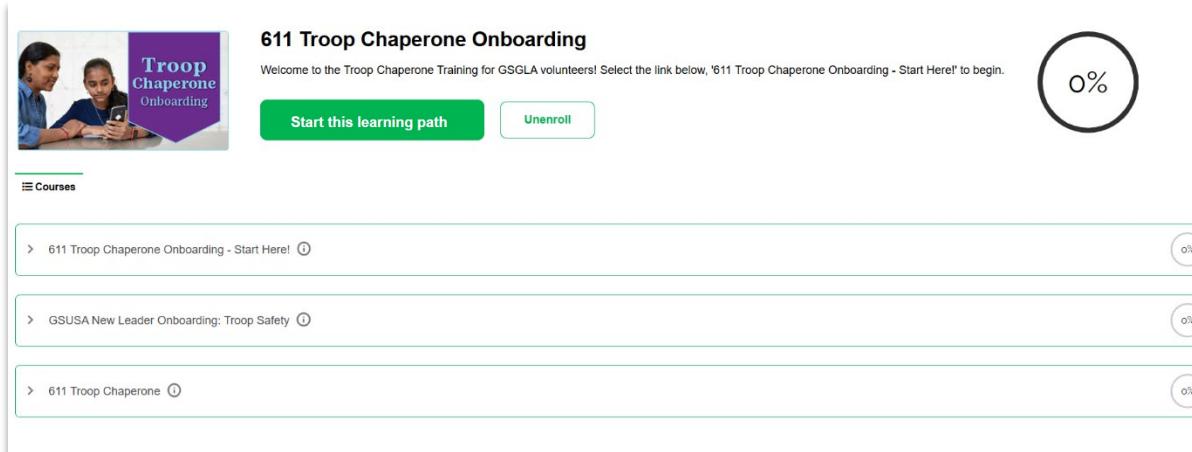
The screenshot shows the gsLearn library interface. A search bar at the top contains the text 'troop chaperone onboarding'. A filter sidebar on the left includes options for 'Live Session Available' (Yes/No), 'Session Date' (From/To), 'Assignment Type' (My Assigned, Self Enrolled), and 'Completion Status' (In Progress, Completed, Not Started). The main content area displays a single result: '611 Troop Chaperone Onboarding'. The title '611 Troop Chaperone Onboarding' is at the top, followed by a description: 'Welcome to the Troop Chaperone Training for GSGLA volunteers! Select the link below, '611 Troop Chaperone Onboarding - Start Here!' to begin.' Below the description is a progress bar showing '0%' completion. An orange cursor arrow points to the progress bar. The progress bar is a horizontal bar with a circular progress indicator and percentage labels at 0% and 100%.

Take a Course or Learning Path in gsLearn

Ready to start learning? Before we continue, let's define a few key terms:

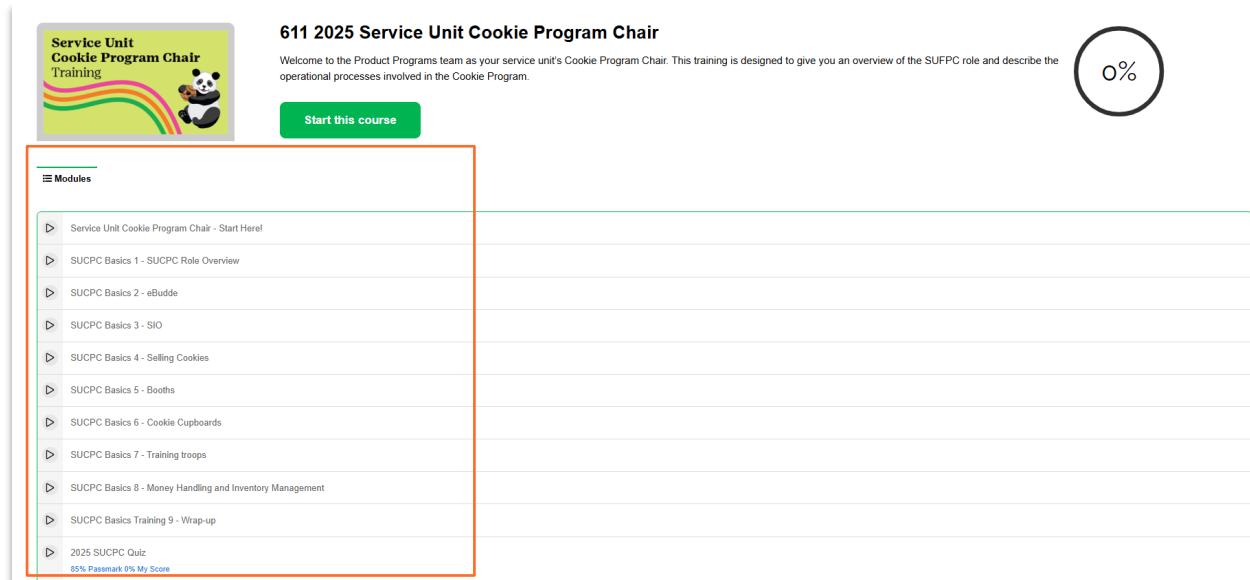
- **Module** – The building blocks of online training. A module might be a video recording, an interactive activity, a quiz, or another type of learning experience.
- **Course** – A collection of one or more modules grouped together around a specific topic.
- **Learning Path** – A sequence of one or more courses designed to guide you through a broader training goal.

Once you enter the course or learning path, you will land on its start page. Here, you'll see the title and description, a list of the modules or courses included, and your progress for each item.



The screenshot shows the start page for the '611 Troop Chaperone Onboarding' course. At the top is the course title '611 Troop Chaperone Onboarding' and a description: 'Welcome to the Troop Chaperone Training for GSGLA volunteers! Select the link below, '611 Troop Chaperone Onboarding - Start Here!' to begin.' Below this are two buttons: 'Start this learning path' and 'Unenroll'. To the right is a large circular progress indicator showing '0%' completion. The main content area lists three items: '611 Troop Chaperone Onboarding - Start Here!', 'GSUSA New Leader Onboarding: Troop Safety', and '611 Troop Chaperone'. Each item has a small circular progress indicator showing '0%' completion. A large green decorative shape is on the right side of the page.

In a **Course**, the learning modules are listed below the  tab.



611 2025 Service Unit Cookie Program Chair

Welcome to the Product Programs team as your service unit's Cookie Program Chair. This training is designed to give you an overview of the SUFPC role and describe the operational processes involved in the Cookie Program.

Start this course

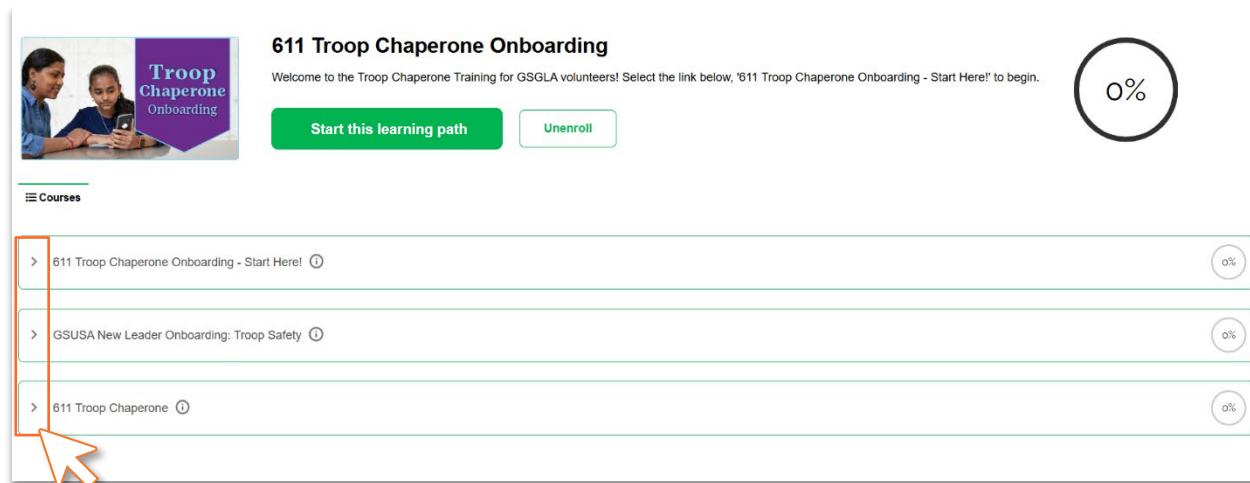
Modules

- ▷ Service Unit Cookie Program Chair - Start Here!
- ▷ SUCPC Basics 1 - SUCPC Role Overview
- ▷ SUCPC Basics 2 - eBudde
- ▷ SUCPC Basics 3 - SIO
- ▷ SUCPC Basics 4 - Selling Cookies
- ▷ SUCPC Basics 5 - Booths
- ▷ SUCPC Basics 6 - Cookie Cupboards
- ▷ SUCPC Basics 7 - Training troops
- ▷ SUCPC Basics 8 - Money Handling and Inventory Management
- ▷ SUCPC Basics Training 9 - Wrap-up
- ▷ 2025 SUCPC Quiz

85% Passmark 0% My Score

0%

In a **Learning Path**, courses are organized below the  tab. Each course continues one or more learning modules, which are tucked beneath the course's title. To view the course modules, click the right arrow icon  and they will appear in a drop-down list.



611 Troop Chaperone Onboarding

Welcome to the Troop Chaperone Training for GSGLA volunteers! Select the link below, '611 Troop Chaperone Onboarding - Start Here!' to begin.

Start this learning path

Unenroll

Courses

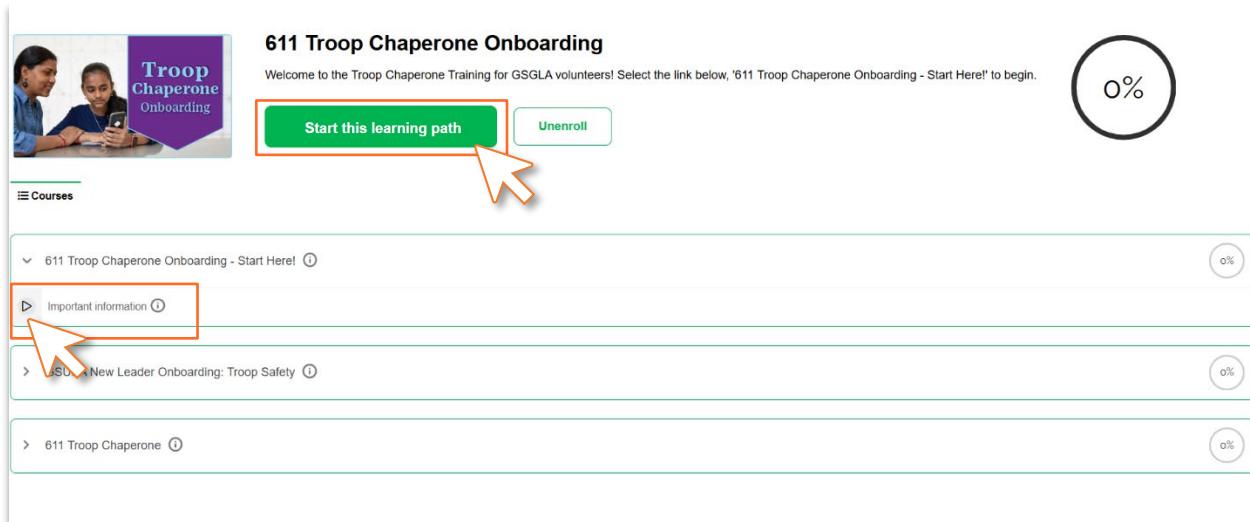
- ▷ 611 Troop Chaperone Onboarding - Start Here! 0%
- ▷ GSUSA New Leader Onboarding: Troop Safety 0%
- ▷ 611 Troop Chaperone 0%

0%

There are two ways to navigate between modules within a course or learning page:

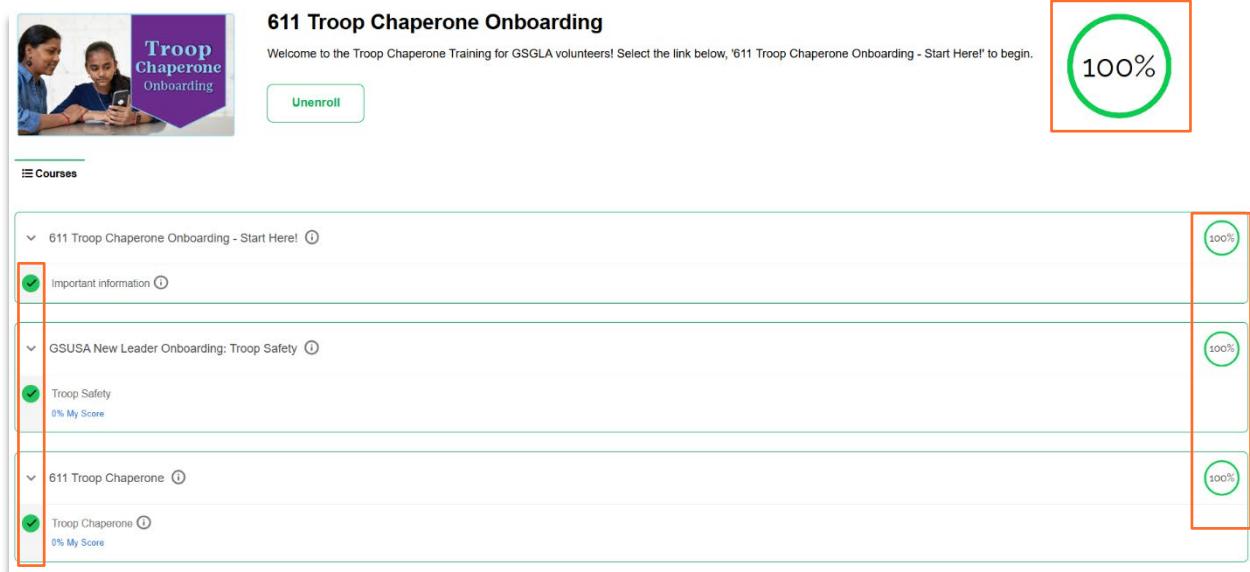
- 1) Click the green button at the top, and gsLearn will either take you to the first module in the course/LP or resume the last module you were working on.
- 2) Click the play button  to the left of a module title to directly enter it from the course or LP's start page.



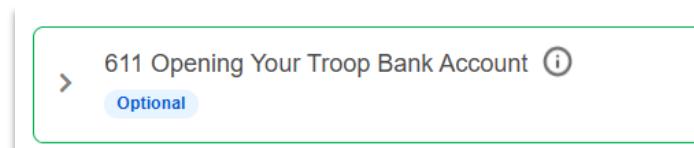


Note: A lock icon  will appear instead of the play button when the modules must be completed in a certain order or there are prerequisites to the training.

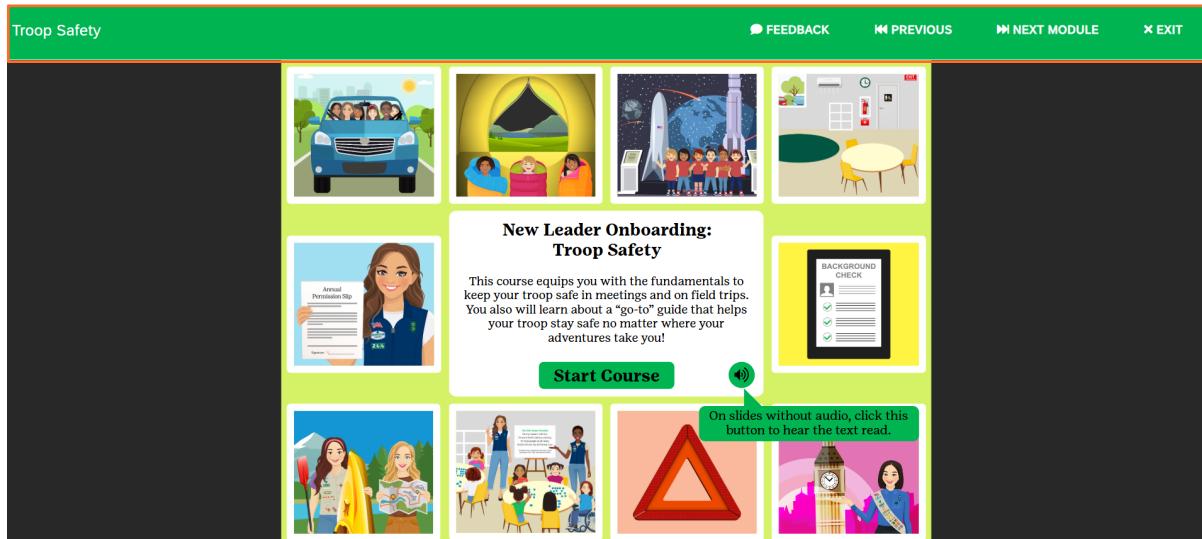
As you progress in completing modules, the check boxes will turn green, and the completion wheel will fill in.



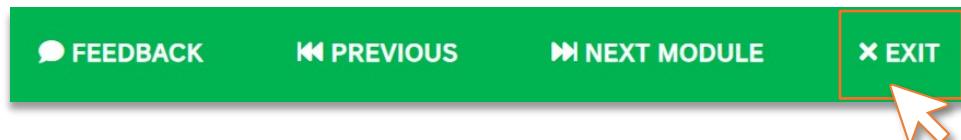
Because modules are the foundation of both courses and learning paths, you'll need to complete each module within a training to reach 100% completion UNLESS a module is marked as "Optional".



When you enter a learning module in gsLearn, there will be a green navigation bar at the top of the screen to help you move between modules within a course.



If you are in the middle of a learning module and **you need to pause**, simply click the 'Exit' button at the top right to leave the module. This will ensure that your progress is saved, so you can return to where you left off the next time.

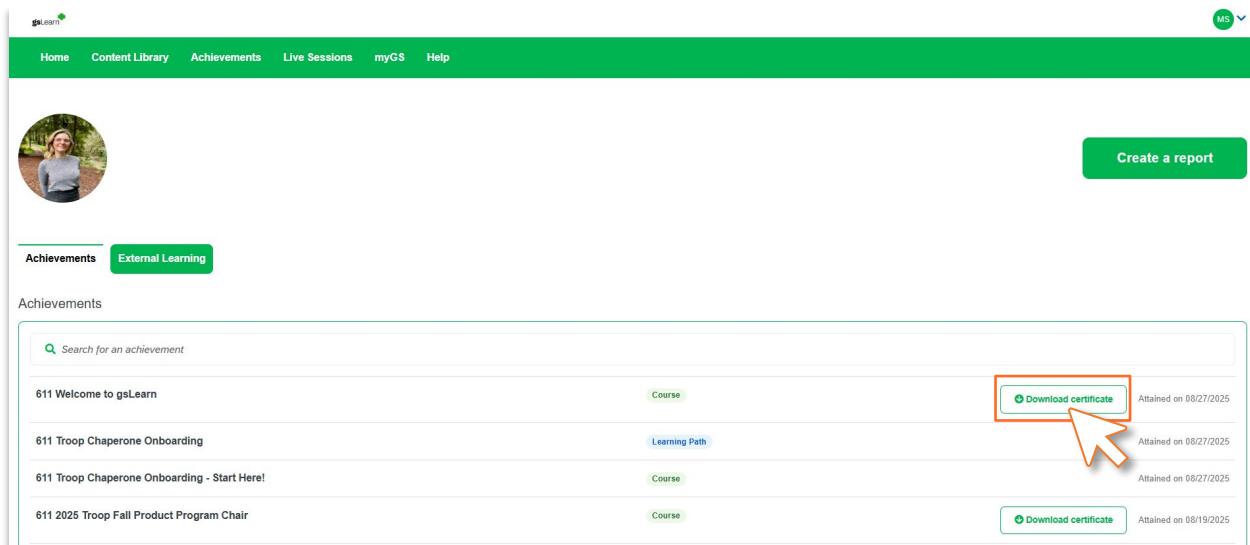


If at any time you experience an issue with a module or your completion is not tracked, contact training@girlscoutsla.org so we can assist you.

Additional Navigation Items in gsLearn

You're quickly becoming a pro at gsLearn! In this last section, we are going to present a few last items to help you navigate this system with ease. Back at the learner dashboard, you can see your past accomplishments by navigating to the 'Achievements' tab.

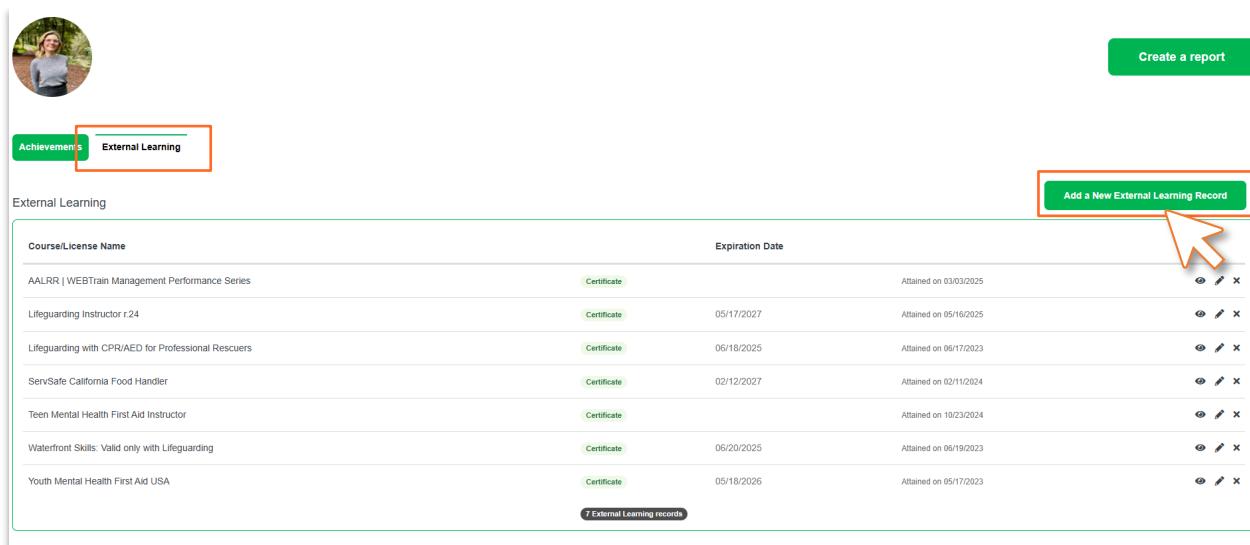
In '**Achievements**', you will see a list of your completed trainings and records of achievements. This is also where you will find and download your gsLearn training certificates.



The screenshot shows the gsLearn interface with a green header bar. The 'Achievements' tab is selected. A list of completed trainings is displayed, each with a 'Download certificate' button. An orange box highlights the 'Download certificate' button for the first item in the list, and a cursor arrow points to it.

Training Name	Type	Attained On	Action
611 Welcome to gsLearn	Course	08/27/2025	Download certificate
611 Troop Chaperone Onboarding	Learning Path	08/27/2025	Download certificate
611 Troop Chaperone Onboarding - Start Here!	Course	08/27/2025	Download certificate
611 2025 Troop Fall Product Program Chair	Course	08/19/2025	Download certificate

From here, you can switch over to the '**External Learning**' tab. This is a useful tool to keep track of any professional trainings you complete outside of gsLearn.



The screenshot shows the gsLearn interface with a green header bar. The 'External Learning' tab is selected. A list of completed training records is displayed, each with edit and delete icons. An orange box highlights the 'Add a New External Learning Record' button in the top right corner, and a cursor arrow points to it.

Course/License Name	Expiration Date	Action
AALRR WEBTrain Management Performance Series	03/03/2025	
Lifeguarding Instructor r.24	05/17/2027	
Lifeguarding with CPR/AED for Professional Rescuers	06/18/2025	
ServSafe California Food Handler	02/12/2027	
Teen Mental Health First Aid Instructor	10/23/2024	
Waterfront Skills: Valid only with Lifeguarding	06/20/2025	
Youth Mental Health First Aid USA	05/18/2026	

Select '**Add a New External Learning Record**' and complete the relevant fields for your training or certification. You can also upload a photo or digital copy of your external learning credentials to the record.

Important! The following two external records must be uploaded to a module in gsLearn to receive completion credit with GSGLA. *Note: These records are reported to Service Units, but please provide a copy to your SUM or their designee as requested.*

1) Mandated Reporter Training (MRT)

- In the Content Library, search '**611 Girl Scouts Child Abuse and Neglect Prevention**', enter the course, and complete the "Start Here" module before you submit your proof of training to the external credentials upload module. Please refer to [this guide](#) for full instructions (page 3).



611 Girl Scouts Child Abuse and Neglect Prevention

Welcome to this training! Select the link below, "611 Girl Scouts Child Abuse and Neglect Prevention - Start Here!" to begin.

[Continue this learning path](#)

2) First-Aid and CPR/AED Training

- In the Content Library, search '**611 First-Aid and CPR/AED Training - External Credentials Upload**', enter the course, and submit your proof of training to the external credentials upload module.



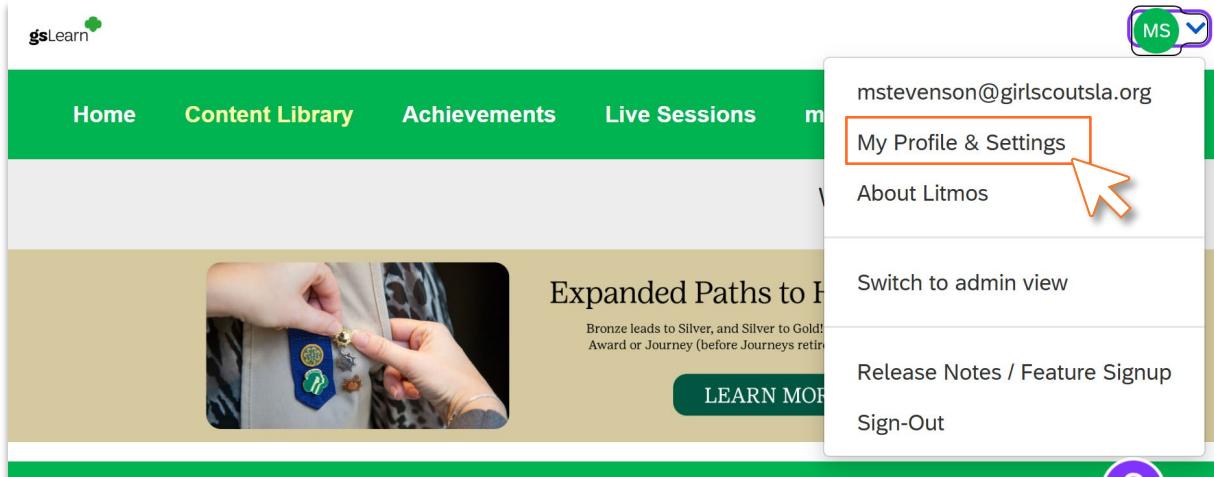
611 First-Aid and CPR/AED Training - External Credentials Upload

Upload your external certificate by clicking the link below. Remember, you will have to submit another certificate after your current one expires. If you have any questions, please contact us at training@girlscoutsla.org.

[Unenroll](#)

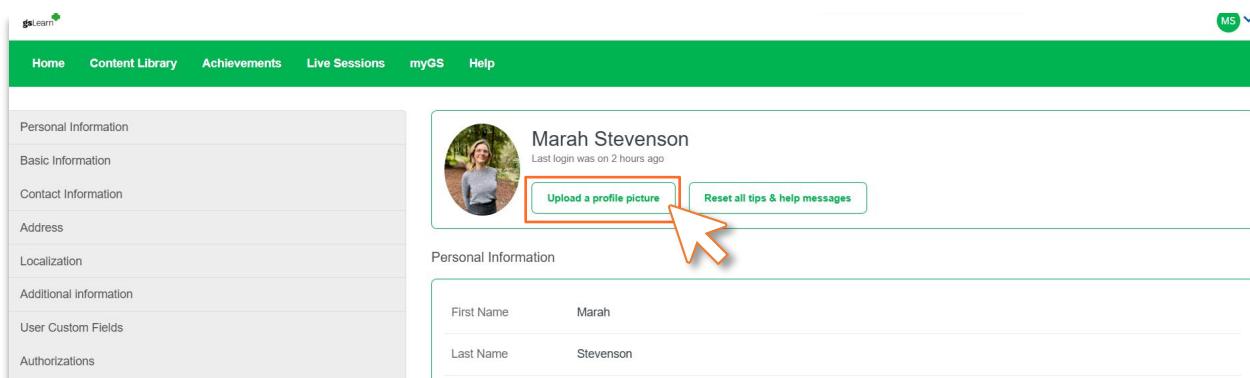


To change your profile photo, click the profile icon at the top right of the homepage and navigate to “My Profile and Settings” from the drop-down menu.



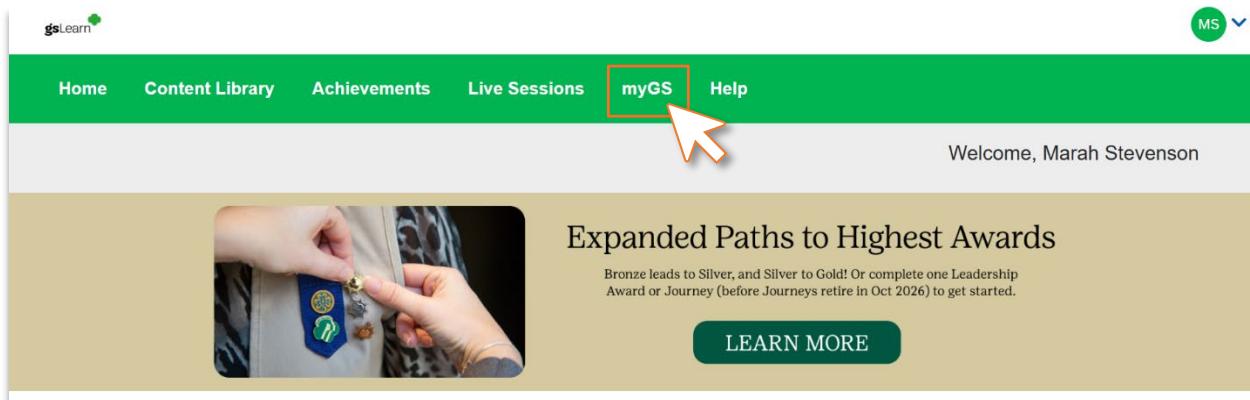
The screenshot shows the gsLearn homepage with a green navigation bar at the top. The 'Content Library' tab is active. A dropdown menu is open from the top right, showing the user's email (mstevenson@girlscoutsla.org) and several options: 'My Profile & Settings' (which is highlighted with a red box and has an orange cursor arrow pointing to it), 'About Litmos', 'Switch to admin view', 'Release Notes / Feature Signup', and 'Sign-Out'. The 'My Profile & Settings' option is the target of the user's action.

From here, you can click ‘Upload a profile picture’ and change your photo.



The screenshot shows the 'My Profile & Settings' page. On the left, there's a sidebar with links like 'Personal Information', 'Basic Information', 'Contact Information', etc. The main area shows a profile picture of a person named Marah Stevenson, with the text 'Last login was on 2 hours ago'. Below the profile picture are two buttons: 'Upload a profile picture' (which is highlighted with a red box and has an orange cursor arrow pointing to it) and 'Reset all tips & help messages'. At the bottom, there's a table with 'Personal Information' fields: First Name (Marah) and Last Name (Stevenson).

Please DO NOT edit any other information on this page. If you need to update your information, send an email to CustomerCare@girlscoutsla.org or update the information in My Account. You can use the green navigation bar at the top of the homepage to quickly navigate back to myGS and the Volunteer Toolkit.



The screenshot shows the gsLearn homepage again. The 'myGS' tab in the green navigation bar is highlighted with a red box and has an orange cursor arrow pointing to it. The page also features a 'Welcome, Marah Stevenson' message, a 'Expanded Paths to Highest Awards' section with a 'LEARN MORE' button, and a large green clover icon in the bottom right corner.