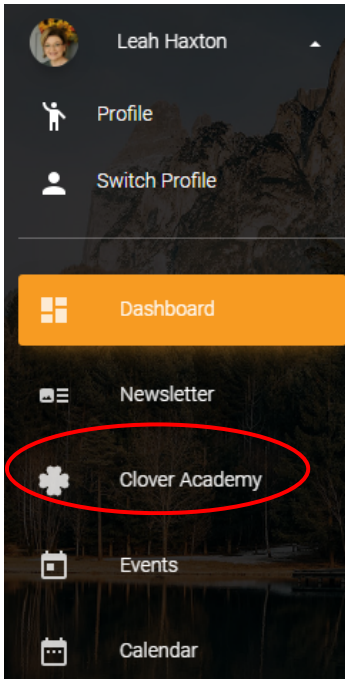
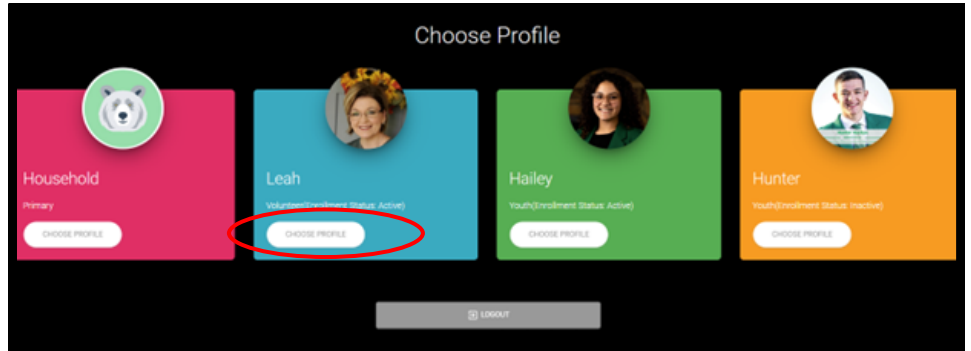




ZSuite - Clover Academy

Log into your ZSuite account.

> Select profile.

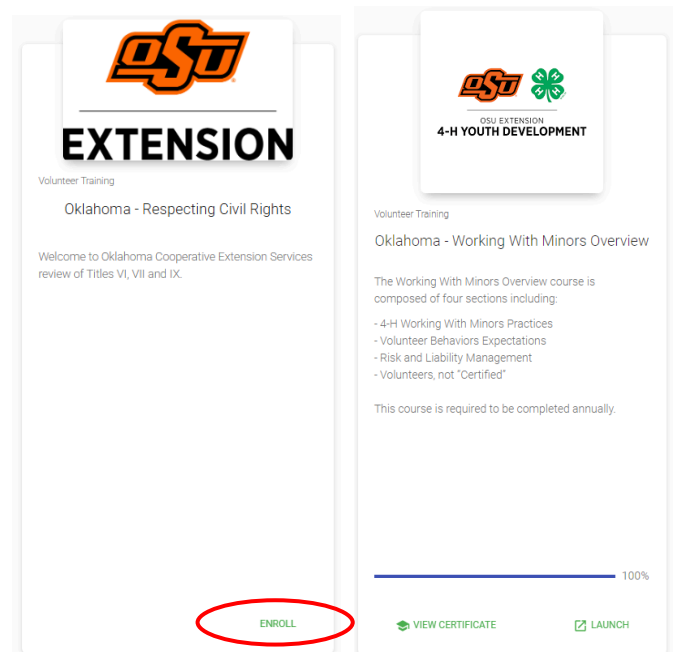


> Select "Clover Academy" in menu on left.

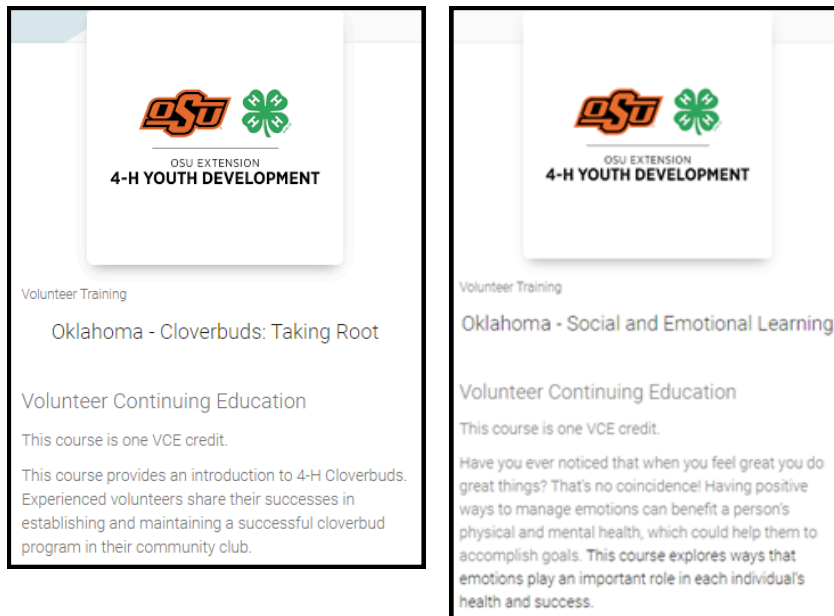
The volunteer will be directed to the Course Catalog.

"Respecting Civil Rights" & "Working with Minors" are annually required courses to meet "Active" status as a certified volunteer.

> Click "Enroll" to enroll in course.

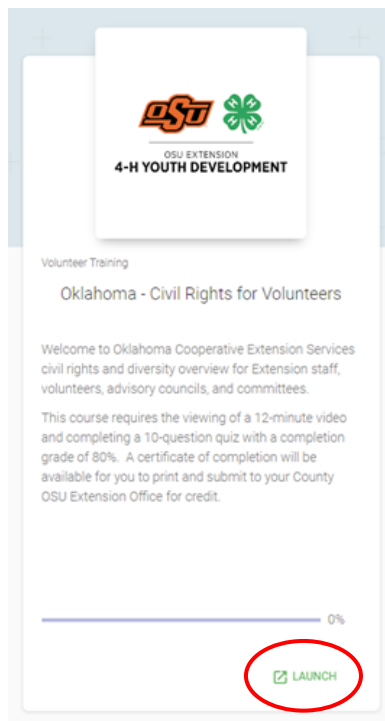


4-H Volunteer Continuing Education (VCE) courses are also available for VCE credits.

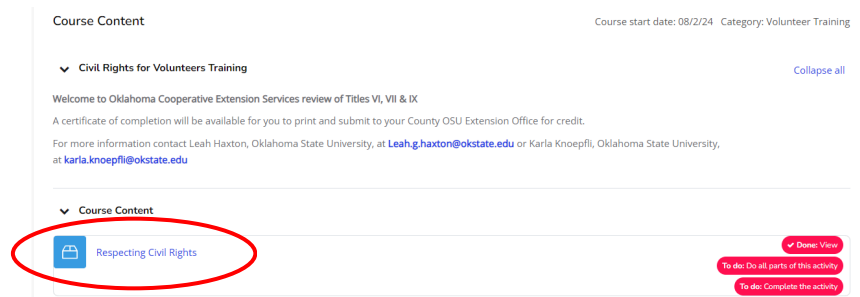


After selecting courses.

> Click "Launch" to enter course.



The volunteer will be instructed on the requirements of the course.



Click the title of the course near the blue icon to enter course.

Once completed, the volunteer will be able to print a certificate and the completion date will be recorded to the volunteer's records.



> Click “View certificate” to view and print certificate for your records.