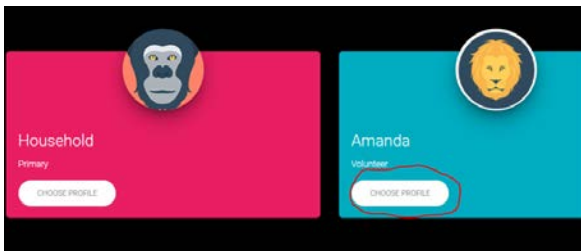


How to Complete Utah 4-H Volunteer Training Course

1. To complete the Utah 4-H volunteer training course login to your 4-H account at 4h.zsuite.org.
2. Click “Switch profile” in the upper left corner. It may be necessary to first click the Household tab to expand the menu.



3. Select the profile of the member who will be completing the training.



4. Select “Clover Academy” from the menu on the left
5. Click “Launch clover academy” to either begin the training for the first time, or to continue where you left off if you didn’t complete it initially.
6. Scroll down to select the desired course material, available in English or Spanish.
7. Select the course you wish to view. Courses must be viewed in order but do not need to be viewed all in one sitting.
8. After each course is viewed be sure to select the “Mark Complete” button in the bottom right. The course will not be marked as completed unless this button is selected.
9. At the end of the final course be sure to again click the “Mark Complete” button.

Your training will then be completed. Thank you for volunteering with Utah 4-H.