



INSTRUCTIONS FOR SIGNING UP TO COMPLETE THE NAYS COACH ONLINE TRAINING:

- Go to the NAYS homepage at www.nays.org.
- Click on **SIGN UP** – Located on the upper right-hand corner of the NAYS homepage.
- On the following page (log in hub) locate the **RED COACH** box and click **JOIN NOW!**
- Take a moment to review the **How It Works** page and then click **GET STARTED**.
- **Step 1:** Select a sport on the **Registration** page.
- **Step 2:** Enter the required information on the **Contact Information** page.
- **Step 3:** Select your NAYS Member Organization's name – Derby Recreation Commission
- **Step 4:** Payment Information - \$20 new membership – **CONFIRM**
- **Step 5:** Select **MEMBERSHIP LENGTH** (1 year) - **PROCESS**
- **Step 6:** Review the Member Details on Confirmation page. Edit, if necessary.

ONCE YOU HAVE COMPLETED THE REGISTRATION PROCESS:

Locate the **Click here to get started!** link on the **Your Registration is Now Complete!** page to begin the online training or you may return later by logging in at www.nays.org. Log in with the email and password used during the registration process.

1. Review each section of the **Coaching Youth Sports** video.
2. Answer the 15 Review Questions - You will receive your results with an opportunity to correct your answers.
3. Read and acknowledge the **Coaches Code of Ethics** – **SUBMIT**.
4. Once back on the **TRAINING MENU**, select the sport you registered for – **GO TO TRAINING**.
5. Complete each section of the sport specific portion of the training.
6. Answer the 10 Review Questions - You will receive your results with an opportunity to correct any incorrect answers.

Upon completion of the online training, you will have instant access to a personalized online Member Page. Please be sure to take advantage of all the benefits offered to you as part of your NAYS membership, including **FREE** trainings; Concussion Awareness, Bullying Prevention, Protecting Against Abuse, and Coaching Children with Mental Health Challenges.

Receive your Refund: Bring your Initial Level Membership Card to the DRC for proof of completing the training. At this time, the DRC will take a copy of the card for their records. A check will then be made out to you and mailed. Please allow 2-3 weeks for refund checks