DEPARTMENT OF HUMAN SERVICES

NETStudy 2.0 Training and Technical Assistance Videos

These videos are subject to change and available to entities using the NETStudy 2.0 background study system. The video links below may contain references to a Fingerprint and Photo Authorization Form. This form is no longer generated or used.

#	Topic Area	Video Title	Version	YouTube Link
1	This training video describes the onboarding process the Minnesota Department of Human Services Background Studies division will use to onboard entities into NETStudy 2.0 and shares the main functionality of the system.	NETStudy 2.0 Onboarding	July 21, 2022	https://www.youtube.com/watch?v=Rcd22pS9e-U
2	This video describes how to log into NETStudy 2.0.	NETStudy 2.0 Logging In	July 17, 2024	https://www.youtube.com/watch?v=LnBEOXSxPPw&t=151s
3	This training video describes how to initiate a background study application in NETStudy 2.0 and shares the main functionality of the system.	NETStudy 2.0 Background Study Initiation	June 13, 2022	https://www.youtube.com/watch?v=Rs6Hgp3uzOQ
4	How to pay for a background study through the online payment system in NET Study 2.0 and shares the main functionality of the system.	NETStudy 2.0 Background Study Payment	Aug. 15, 2022	https://www.youtube.com/watch?v=oyn7ipxyTko
5	How to find and initiate background study and submit it to DHS	NETStudy 2.0 Resuming and Submitting Studies	Oct. 24, 2022	https://www.youtube.com/watch?v=xHW8ijgq69M
6	How to track the status of background studies, including whether the study subject has been fingerprinted and photographed.	NETStudy 2.0 Determination In-Process	Nov. 10, 2022	https://www.youtube.com/watch?v=RnuPkQJ0ATs

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7	Demonstrate how to locate a completed background study determination.	NETStudy 2.0 Determination Available	Dec. 5, 2022	https://www.youtube.com/watch?v=8x37H3a0M9I
8	Explain how to access DHS background study notices and documents maintained in NETStudy2.0.	NETStudy 2.0 Accessing Background Study Notices & Documents	Jan. 17, 2023	https://www.youtube.com/watch?v=lKPnC84YsyY
9	Demonstrate how to view determination and supervision statuses, their purpose, related email notifications and how to remove a background study subject.	NETStudy 2.0 Roster Management	May 25, 2023	https://www.youtube.com/watch?v=NgapmnTQKdQ
10	Demonstrate how to update background study subject's affiliation record and affiliate a background study determination using the provider's roster.	NETStudy 2.0 Editing and Adding Affiliation Records	Sept. 6, 2023	https://www.youtube.com/watch?v=JAyaRopn8Kk
11	Demonstrate how to create new NETStudy 2.0 user accounts for other users under your provider.	NETStudy 2.0 Creating User Accounts	May 30, 2024	https://www.youtube.com/watch?v=OrqgBaXMrC0
12	Demonstrate how to manage user accounts, including disabling user accounts and resetting passwords.	NETStudy 2.0 User Account Management	June 05, 2024	https://www.youtube.com/watch?v=DGCXz3LqGu0
13	Explain what to do if your program is informed that a background study subject may have new information on a registry.	NETStudy 2.0 Required Action on New Information	Aug. 29, 2024	https://www.youtube.com/watch?v=eGwSGU0As9I