

UNDERSTANDING TRAUMA AND TRAUMA INFORMED RESPONSES

Quick Start Guide



Understanding Trauma Quick Start Guide

Welcome to the Understanding Trauma Course. We're thrilled to be working with you!

Following is some information to help you get started. But if you have any questions along the way, please don't hesitate to email us.

COURSE DESCRIPTION

The Understanding Trauma Course is designed to provide you the core information anyone seeking truth may need, but with the convenience of online education.

- The program consists of 17 "lessons" (i.e.: What is Trauma?, Characteristics of Traumatic Response, etc.)
- Each lesson is designed to take 10-30 minutes to complete.
- As long as you complete each lesson (i.e., click the Orange Continue button at the bottom), the system will keep track of where you are.
- There is a knowledge check at the end of each lesson that is important to complete. These questions will become part of the final exam required to receive your certificate.

WHAT LESSONS ARE INCLUDED?

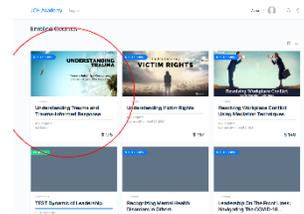
The Understanding Trauma Course you will develop a foundation of understanding by discussing the types of trauma and violence, defining what trauma and traumatic response is, as well as understanding trauma-informed care

The lessons are taught by Duane Bowers, LPC, who is a Licensed Professional Counselor and Educator in private practice. As a therapist, Duane's specialty is working with survivors of trauma and traumatic loss, child exploitation and trafficking which includes providing support to families of abducted, missing, exploited, trafficked and murdered victims as well as professional staff working directly in the field. Duane is responsible for the development of support, clinical supervision and training of staff and volunteers for a variety of organizations that deal with these issues in the US and Canada. He is a principle in Project SafeGuard which provides support for the staff of the Exploited Child Division of National Center for Missing and Exploited Children (NCMEC), which is responsible for analyzing child sexual abuse material (CSAM) on the internet to assist law enforcement. Duane also provides staff support to the NCMEC Child Sex Trafficking Team.

HOW DO I GET STARTED?

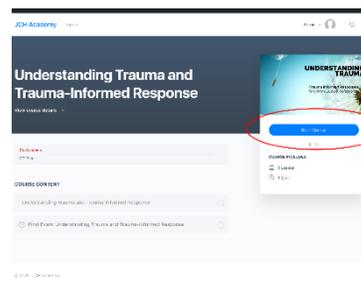
In your welcome email you would have received your user ID and password.

- Go to <https://academy.justiceclearinghouse.com/>
- Click “Sign In” (Upper right corner of your screen)
 - Use the Log in ID: **[refer to email]**
 - Password: **[refer to email]**
- Click **Log In**



- On the Course Page, select **Understanding Trauma and Trauma-Informed Response**

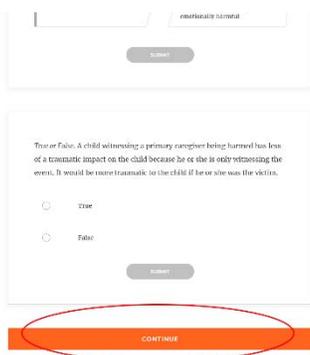
- Click **Start Course**.



- You'll land at the overview. Click the Launch Content button



- Go through and watch the videos and participate in each of the topic's content.



When you have completed all of the material, you will see an Orange Button at the bottom of the page.

Click the Orange Continue Button to continue to the next topic.

- On the final lesson, click the "Exit Course" button to return to the course page. You can then begin taking your final, cumulative quiz.

Congratulations - you have completed this course!

Click the 'Exit Course' button to return to the main screen and when you are ready, click the link for "Final Exam: Understanding Trauma and Trauma-Informed Response".

You will have 60 minutes to complete this 36 question exam with a minimum passing score of 80%. But don't worry, if you need to take the exam again you can :)



Keep in Touch!



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Thank You!



ARE THERE TESTS OR QUIZZES?

There is a cumulative, online final exam covering all of the material in the Course.

YOU MENTIONED A FINAL EXAM?

The cost for taking the final exam is included in the course price.

This final exam is:

- Completed within 60 minutes
- 50 questions long
- Format: Multiple Choice, True/False, Select All that Apply
- Final exam questions are drawn from all the lessons taught throughout the course.
- You must score at least 80% to receive a certificate of completion. You can retake the exam if you do not score at least 80%.

CAN I START AND STOP A TOPIC WITHIN A LESSON?

Yes – as long as you get to the bottom of a lesson and click the “Continue” button, the system will retain your progress.

CAN I GO BACK AND REVIEW?

Yes. Once you've completed a lesson (or topic) you can always go back and review. In fact, we encourage it. 😊

HOW DO I RECEIVE MY CERTIFICATE?

Once you have completed all of the lessons in the program and passed the final exam, you will be provided access to the certificate.

QUESTIONS?

If you have any additional questions, please do not hesitate to contact support at support@justiceclearinghouse.zohodesk.com.