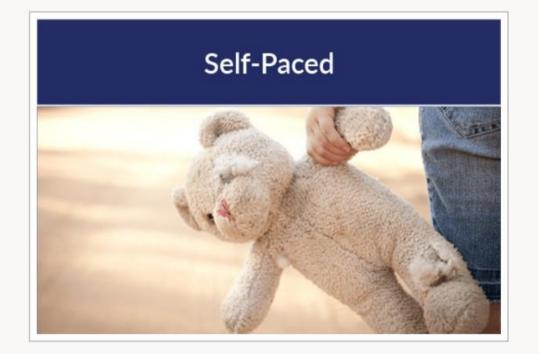
KNOW & TELL eCourse Registration, Access, & Printing Your Certificate Directions

National Criminal Justice Training Center of Fox Valley Technical College

NCJTC announcement regarding COVID-19 (coronavirus)



Self-Paced

Child Abuse: The KNOW & TELL Program

Learn the signs of neglect, physical, and sexual child abuse to identify a child victim and understand your responsibility as a mandated reporter. Awareness of these signs is a critical step to protecting our children and help educate others. We all have a responsibility to protect children.

PRINT FLYER

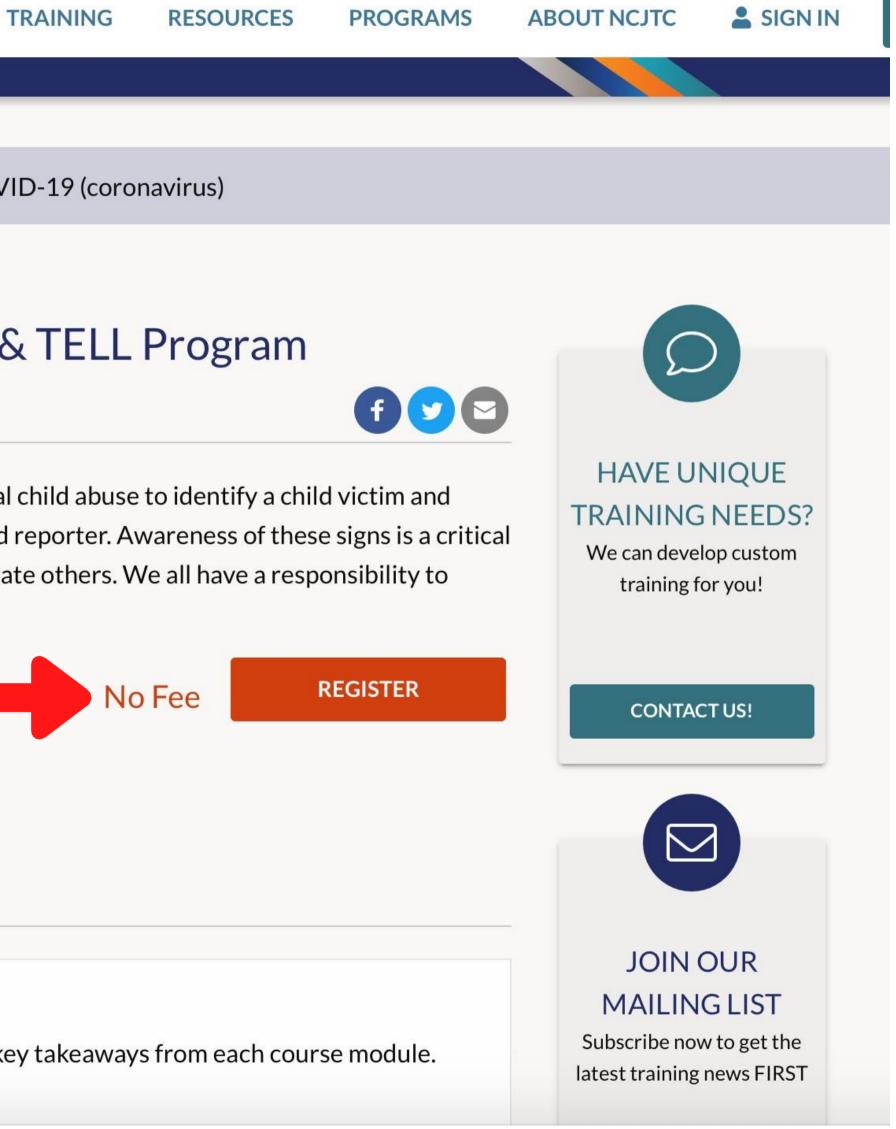
Details

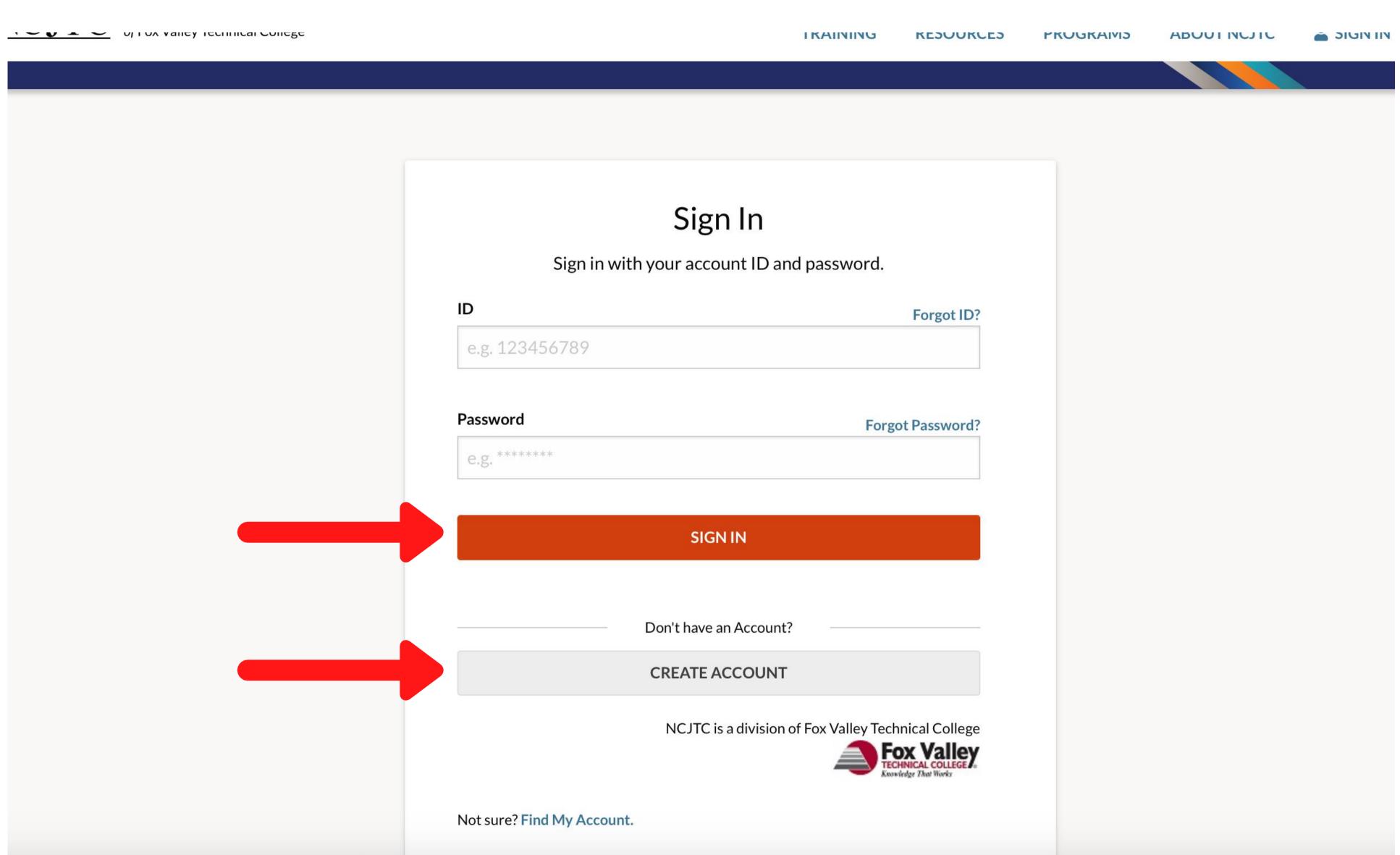
Learn More	About
	Join us to gather important foundational concepts and key ta
	Training contains 3 hours of instruction.

Using the CHROME browser, go to

https://ncjtc.fvtc.edu/trainings/TR00008379/TRI1809781/child-abuse-the-know-tell-program

CLICK the "REGISTER" Button.





If you already have a Fox Valley Account you can enter your credentials and click "SIGN IN." If you are new to Fox Valley you will click "CREATE ACCOUNT."

Create Account

Create an account in order to register for NCJTC training.

😔 About You	Organization	Position		Approving Authority	Stay Secure
About You					
Ve need some gen	neral information to begin	the account creat	ion process.		
First Name		MI (optional)	l) La	st Name	
John				Smith	
Date of Birth			Gender		
12/03/1980			Male		•
Ethnic Group					
White		•			
	Why	/ do we need this?			
TC is a division of Fox Va	lley Technical College				NEXT
Knowledge That Works					



Fill in the boxes with your information and then click "NEXT."



Organization					
We can help you fi	nd your organization. Sir	nply start typing the n	ame of your organi	zation be	elow.
Organization Name					
Granite State Chi	ildren's Alliance				
Choose a different organ	nization.				
Organization Type		C	ountry		
State		•	United States		
Address					
72 South River Ro	oad				
APT (optional)					
Suite 202					
City		S	tate		Postal Code
Bedford			New Hampshire	•	03110
Organization Phone				Extensio	n (optional)
+1 • 603-	864-0220			Ext.	9999

4

corresponding information and then click "Next."

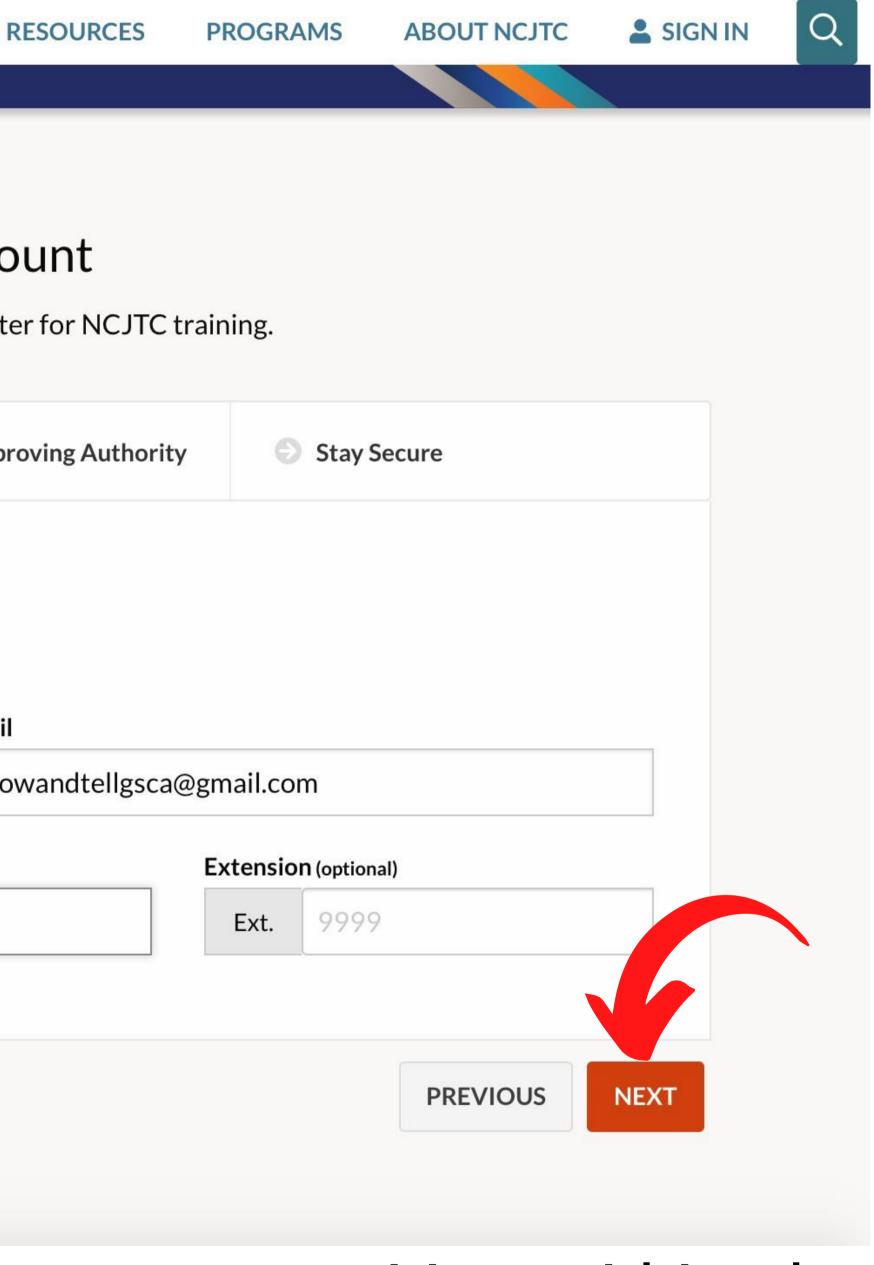


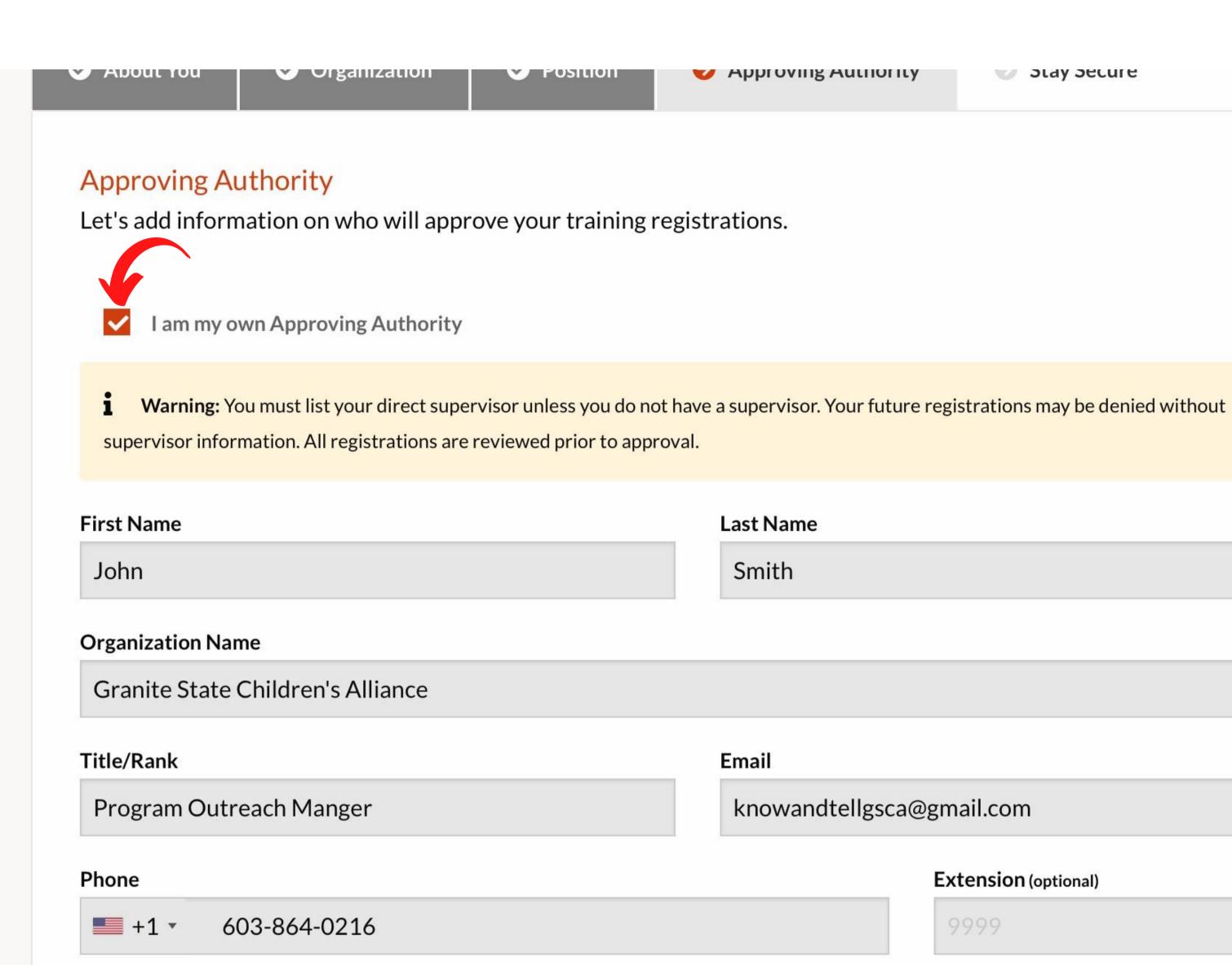
Create Account

Create an account in order to register for NCJTC training.

About You	Organization	Position	Approvin
Position			
Provide us with	information on your po	osition at your orga	anization.
Title/Rank			Email
Program Outr	each Manger		knowar
Position Phone			
■ +1 • (6	603) 864-0216		
	x Valley Technical College		
Fox Valley			

Continue filling in information about your position within the identified organization and then click "NEXT". 5





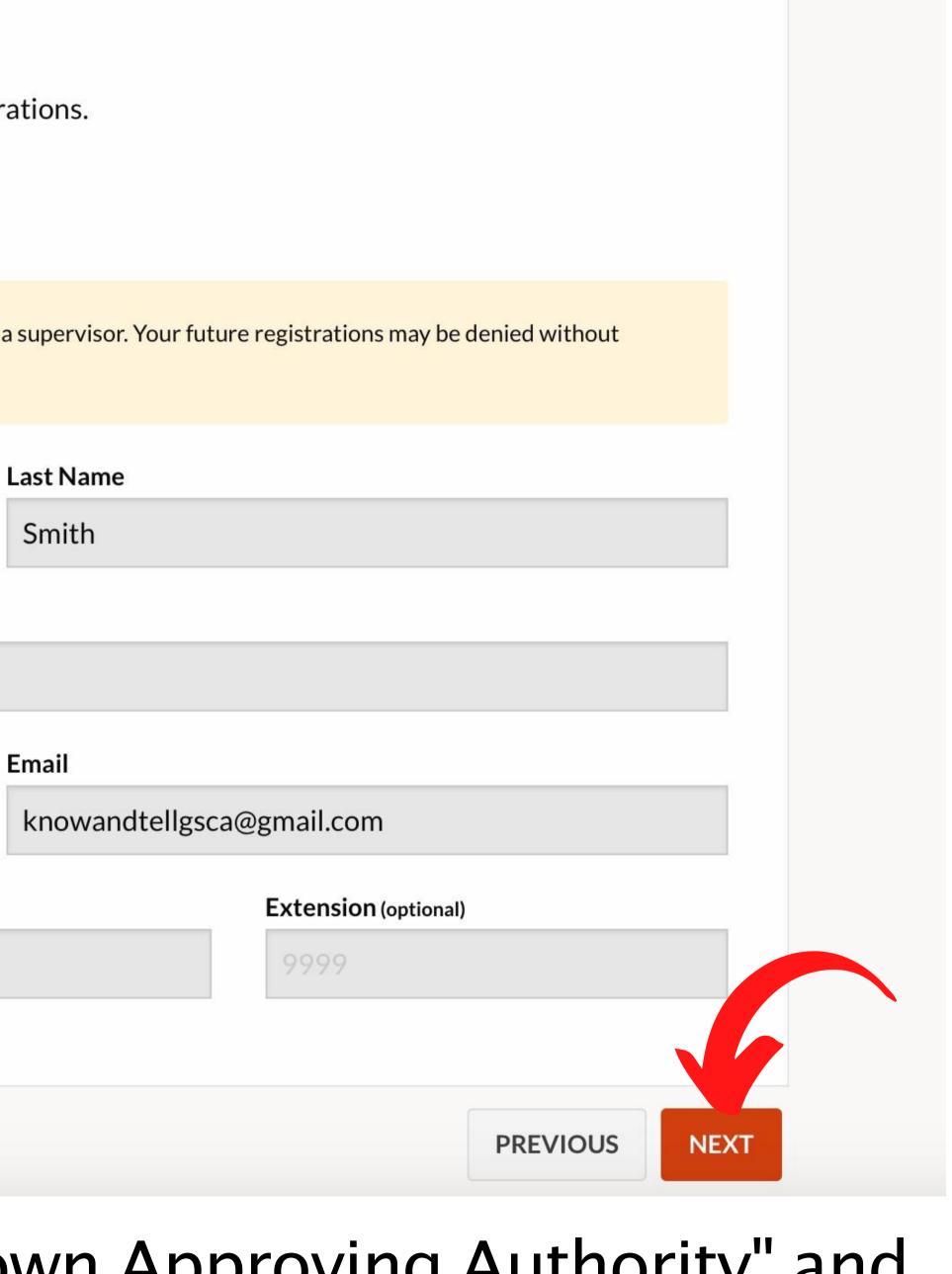
NCJTC is a division of Fox Valley Technical College

Fox Valley

Click the box stating "<u>I am my own Approving Authority</u>" and 6 then click "NEXT".

Smith

Email

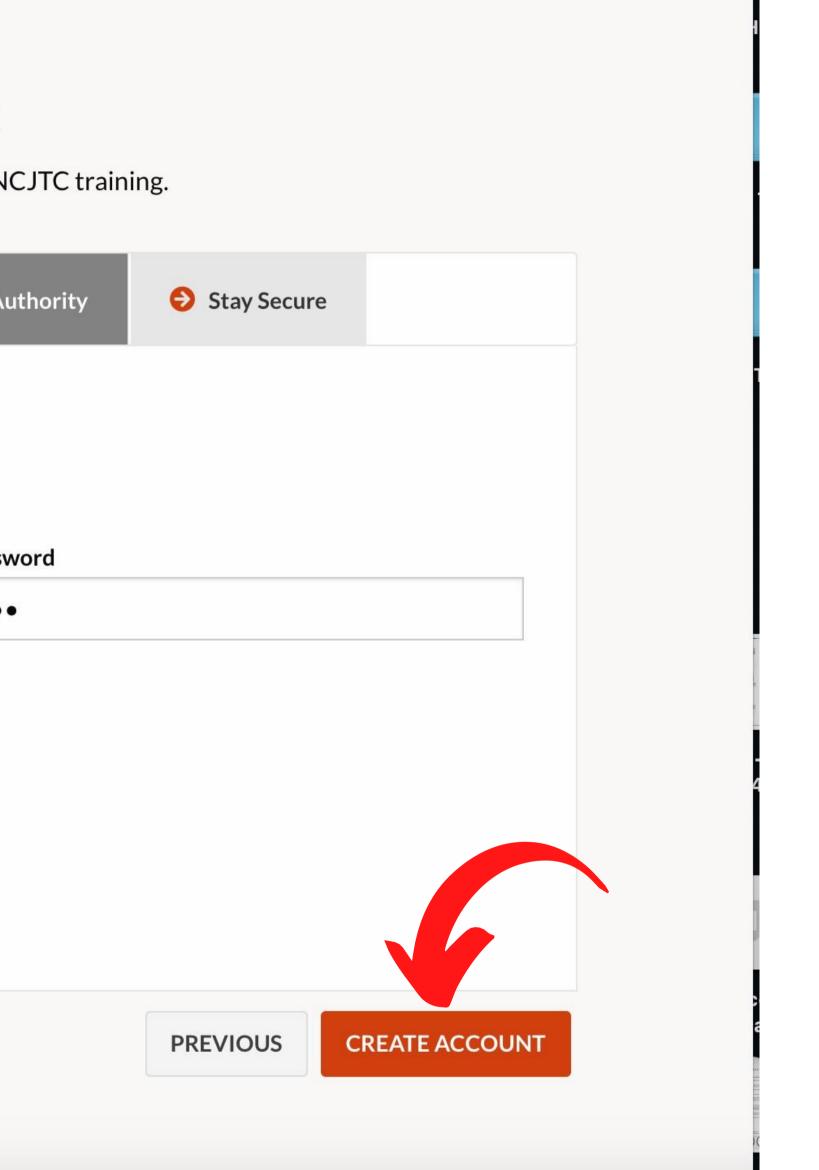


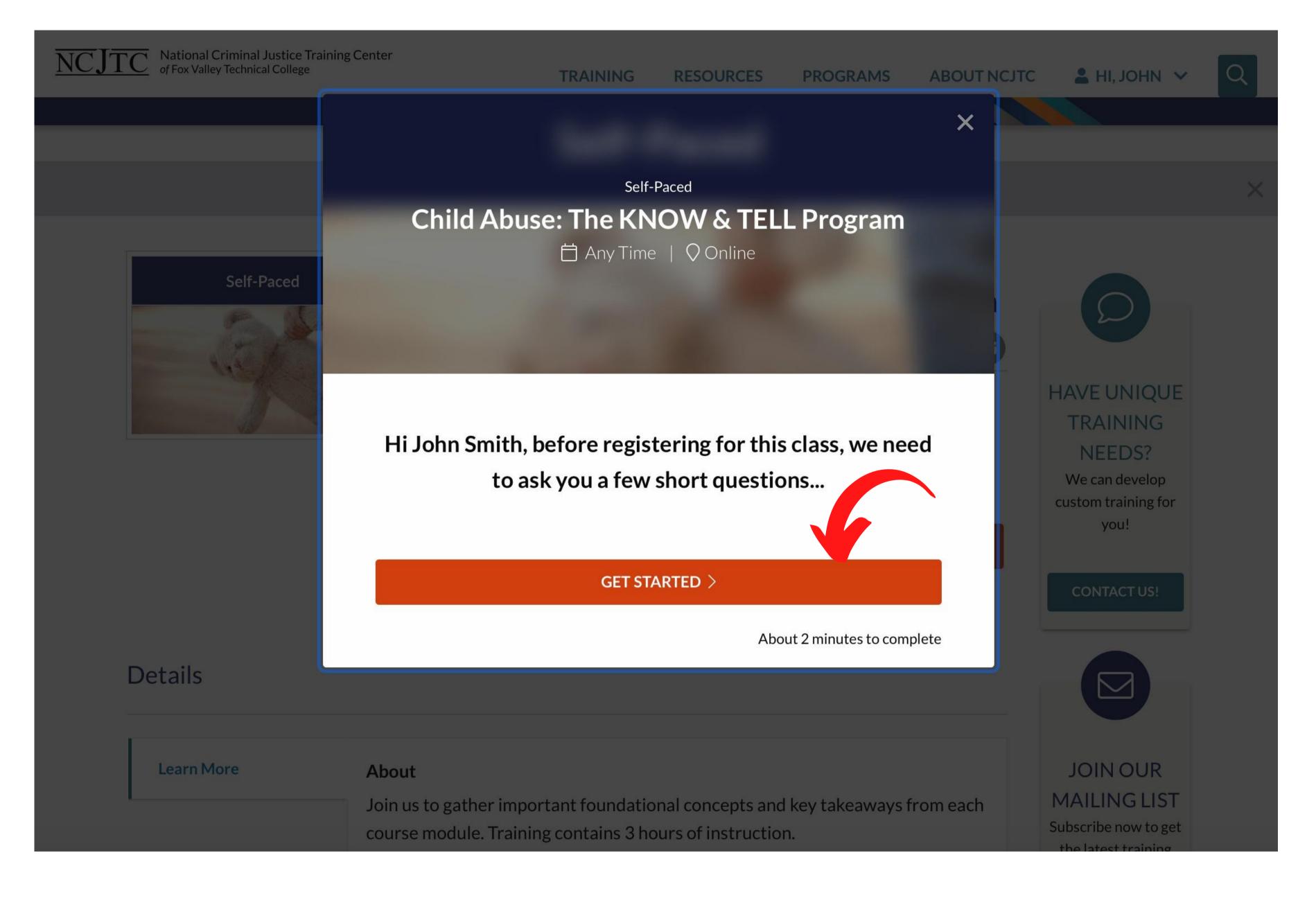
Create Account

Create an account in order to register for NCJTC training.

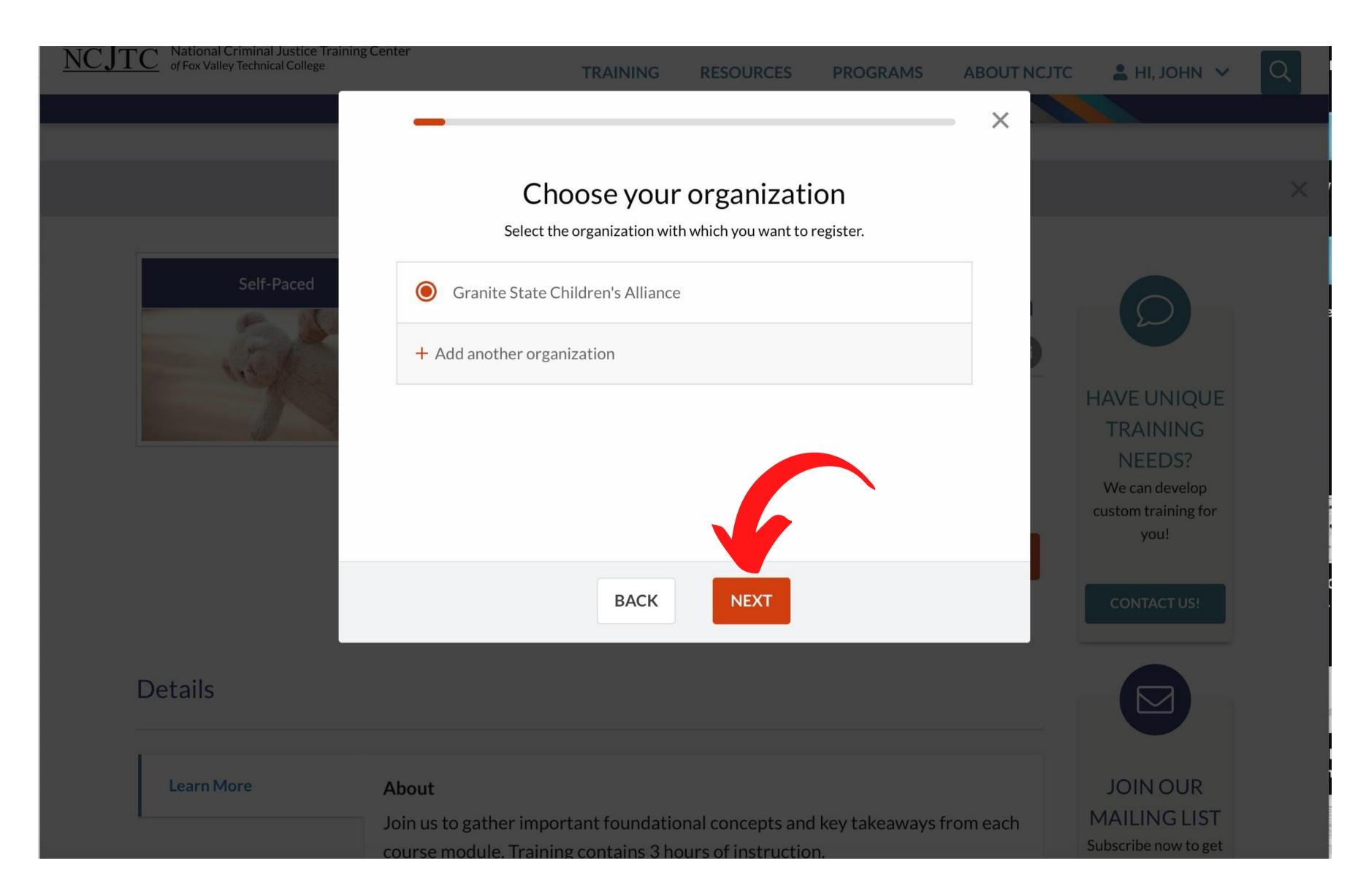
Stay Secure			
Finally, create a strong pa	assword for your	account.	
Password			Con
••••••••• Security Check			
••••••••••••••••••••••••••••••••••••••	reCAPTCHA Privacy - Terms		

Create a Password for your account and complete the secruity check. Then click "CREATE ACCOUNT".





Click "GET STARTED".

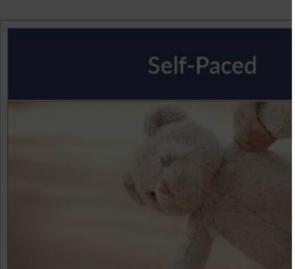


Choose your organization and then click "NEXT". If not listed, <u>ADD your</u> organization name as it should appear on reports. 9



D

TC National Criminal Justice Training Center of Fox Valley Technical College



A class roster may be generated and distributed to course participants. Under the provisions of the Privacy Act, participants must indicate whether they wish to be included on the roster. I give my permission for my contact information to appear on the shared roster.

ANG CONTRACT	• Yes		
	O No		
tails		BACK	NEXT
ļ			
Learn More	About		

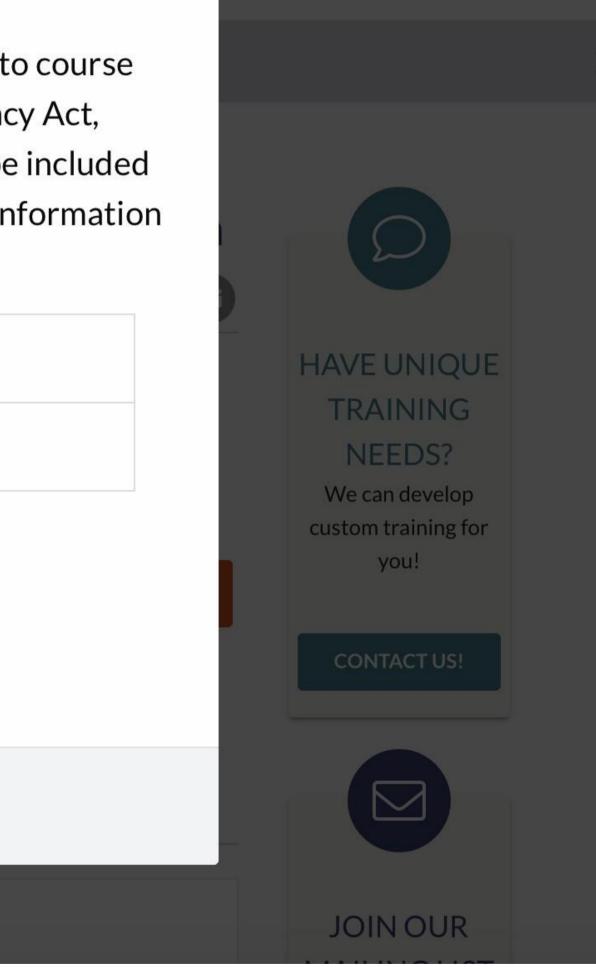
Answer the question and then click "NEXT".

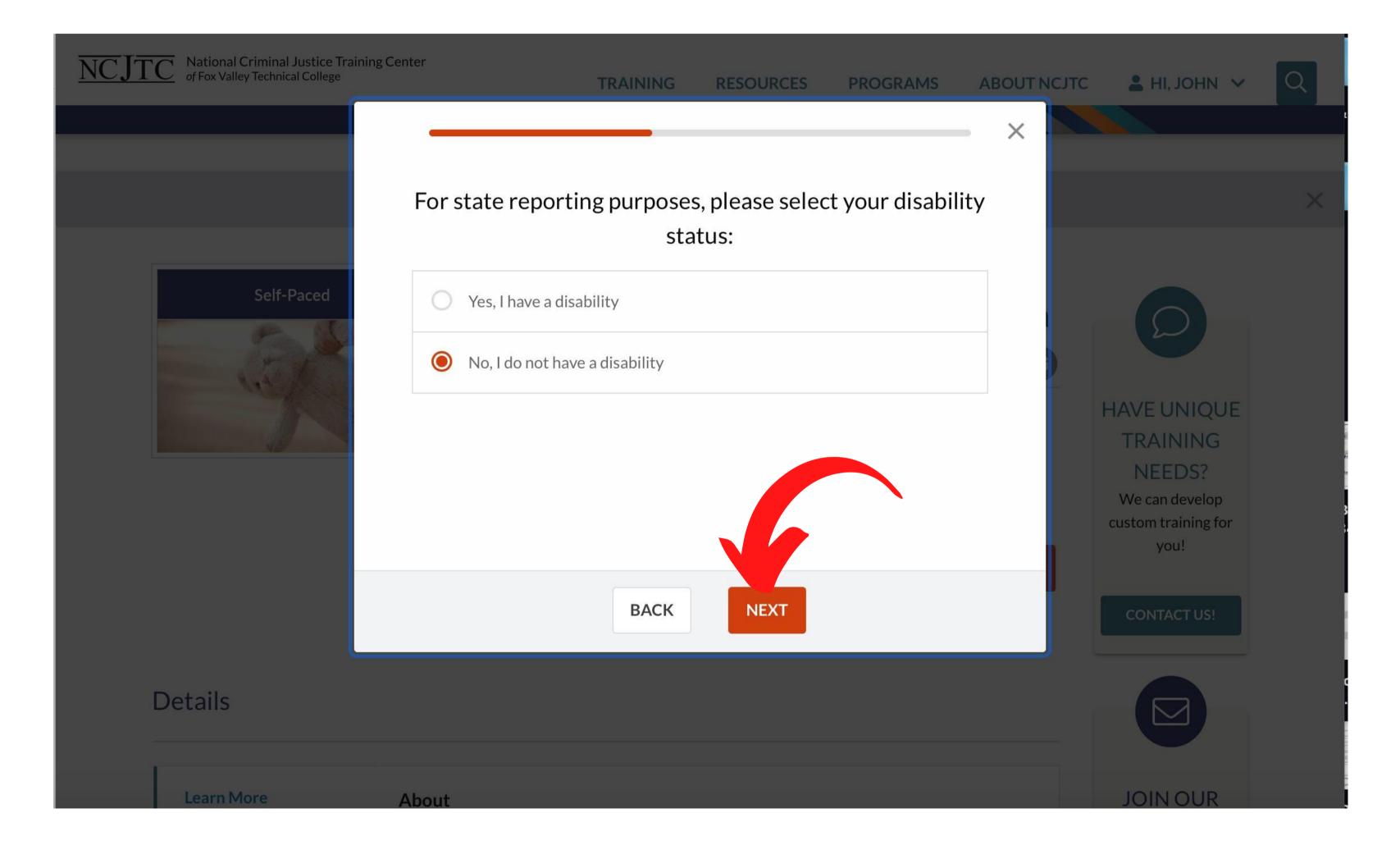
PROGRAMS

ABOUT NCJTC

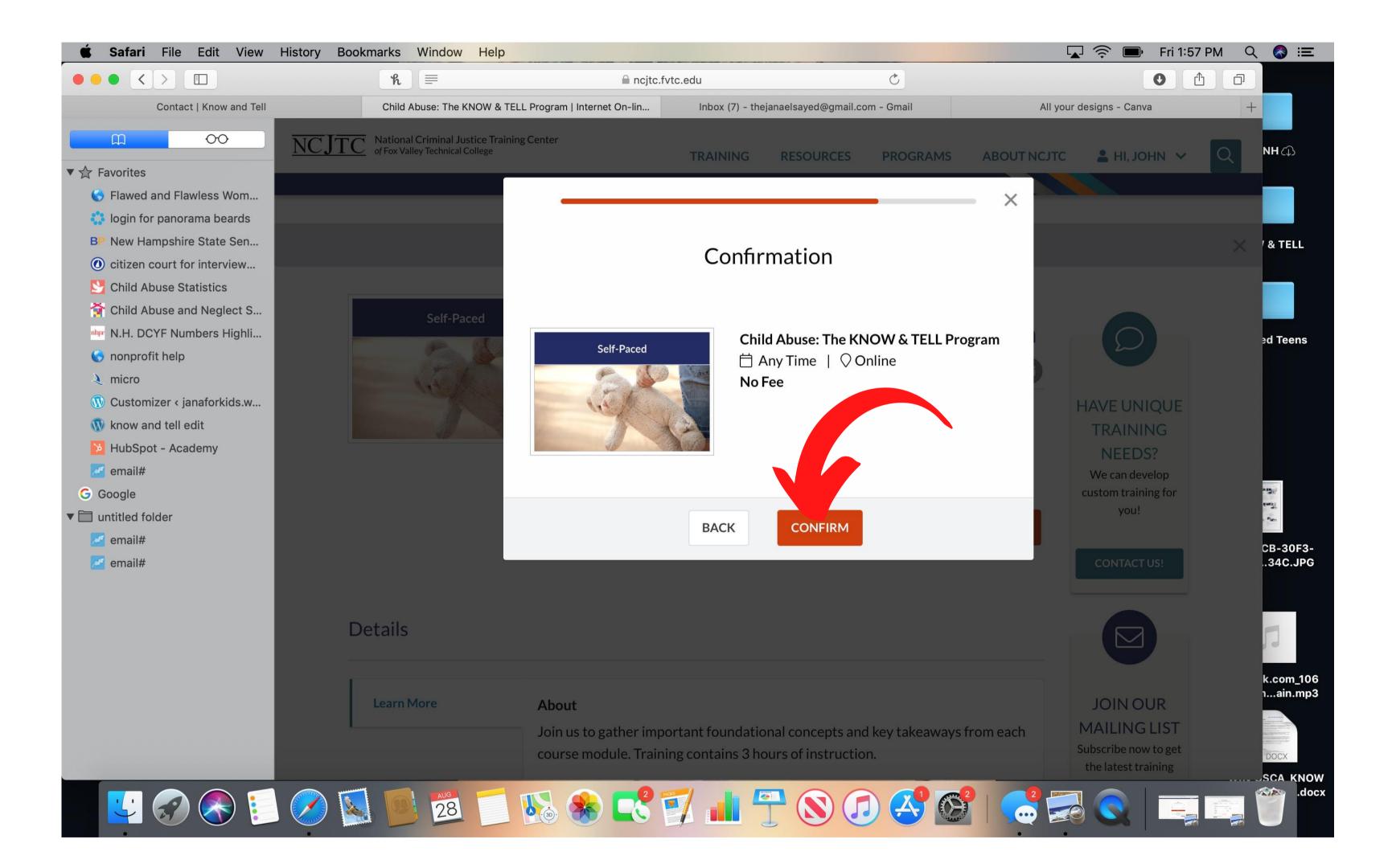
×

💄 HI, JOHN 🗸





Answer the question and then click "NEXT".



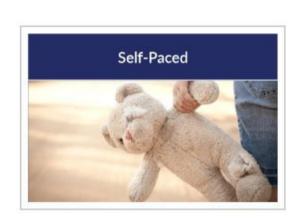
Click "CONFIRM".

NCJTC announcement regarding COVID-19 (coronavirus)

All set, John Smith! You have successfully registered for your training.

Please check your email for details on your registration.

TRAINING INFORMATION



Child Abuse: The KNOW & TELL

Program

 \square Any Time | \bigcirc Internet On-line, 100% Online

No Fee

There may be a delay of up to 30 minutes before you can access this training in our train

DETAILS

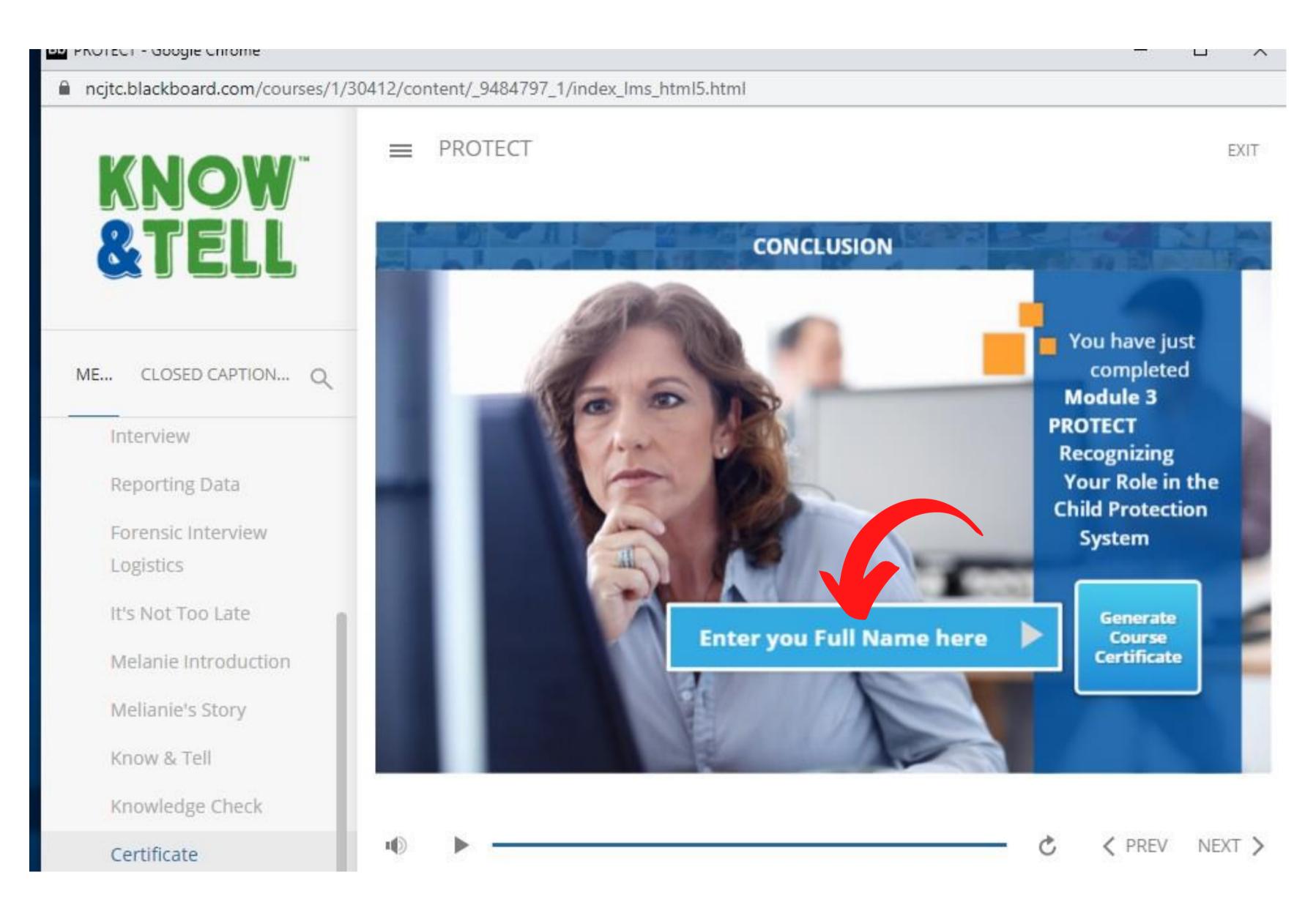
> CONTACT INFORMATION

> MY ORGANIZATION INFORMATION

You have completed your registration. To access the eCourse click "ACCESS VIRTUAL CLASSROOM." There is no Payment Required.

	PAYMENT
	current balance
ACCESS VIRTUAL CLASSROOM	MAKE A PAYMENT
ning system.	WHAT'S NEXT?
	FIND ANOTHER TRAINING
	ANY QUESTIONS?

How to PRINT your Certificate of Completion at the END of MODULE #3

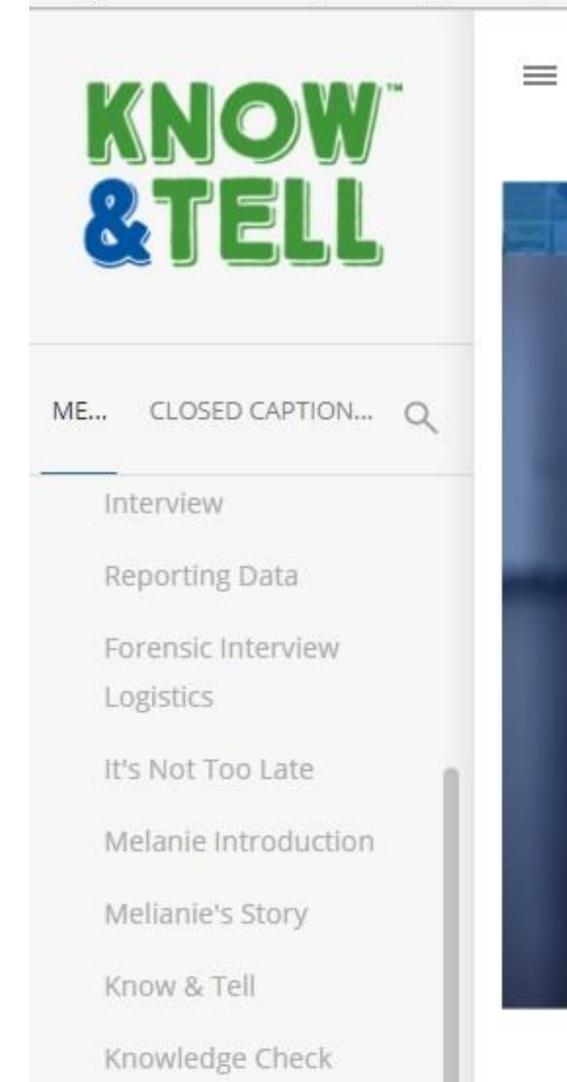


Click on the blue rectangle and then begin typing your name. **NOTE:** The courser will not show blinking to indicate typing. 14

How to PRINT your Certificate of Completion at the END of MODULE #3

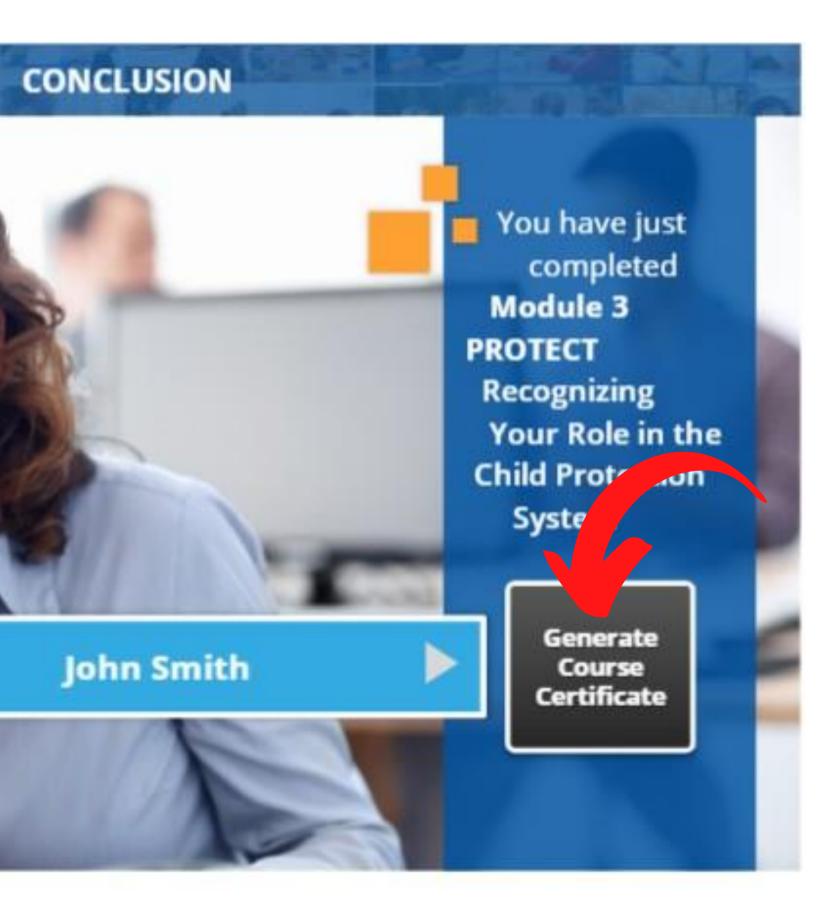
ncjtc.blackboard.com/courses/1/30412/content/_9484797_1/index_Ims_html5.html

PROTECT



Once you have entered your name in the blue rectangle click the "**Generate Course Certificate**" and the certificate will generate. You may then save the certificate as a PDF or or Print the PDF.

EXIT



To request support with registration or in accessing the eCourse, please email:

Wendy Hartman hartman@fvtc.edu

For <u>content related questions</u>, or <u>further training opportunities</u>, contact:

Stephanie Arroyo

KNOW & TELL Education & Training Specialist

sarroyo@cac-nh.org

603-864-0216