

ONLINE TRAINING

How to Sign In to your Online Training Course

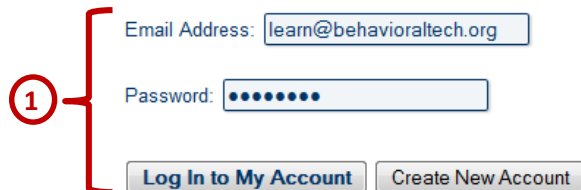
Before you sign in to Online Training for the first time, you may want to read over this list of online training requirements to help you to avoid many of the common issues that are reported by first-time Online Training Users. Please click on this link, or copy and paste the address into your web browser:

<http://behavioraltech.org/downloads/ol/BeforeYouBegin.pdf>.

1. Go to <https://behavioraltech.org/myaccount/index.cfm> and sign in to your account. You may want to bookmark this page to sign in to online training in the future.

Account Login

Register or apply for onsite training and purchase an online training course or other learning resources with a Behavioral Tech account. If you do not have an account, click on the "Create New Account" button below to create one.



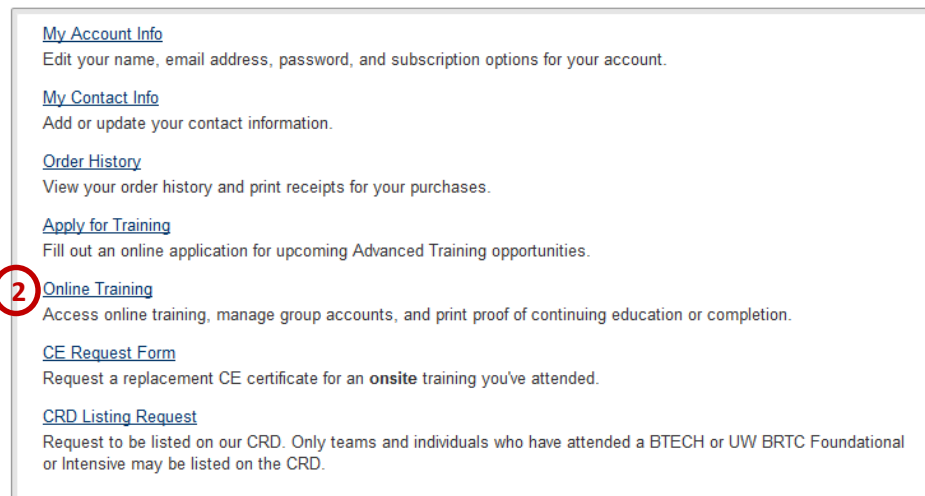
Email Address:

Password:

2. From the Main Menu, select Online Training.

Welcome to your account, Online Learning.

[Logout](#)



[My Account Info](#)
Edit your name, email address, password, and subscription options for your account.

[My Contact Info](#)
Add or update your contact information.

[Order History](#)
View your order history and print receipts for your purchases.

[Apply for Training](#)
Fill out an online application for upcoming Advanced Training opportunities.

2 [Online Training](#)
Access online training, manage group accounts, and print proof of continuing education or completion.

[CE Request Form](#)
Request a replacement CE certificate for an onsite training you've attended.

[CRD Listing Request](#)
Request to be listed on our CRD. Only teams and individuals who have attended a BTECH or UW BRTC Foundational or Intensive may be listed on the CRD.

ONLINE TRAINING: How to Sign In to your Online Training Course

3. To sign into your course, click on the button marked “Go to Online Learning.”

Online Training

[Logout](#)



Need Help?

Please visit our [FAQ & Technical Support Page](#).

Call us at 206.675.8588

or email learn@behavioraltech.org.

We're here 8am-5pm Monday, Wednesday, Friday and from 9am-6pm Tuesday, Thursday Pacific Time.

Frequently Asked Questions

- a) *When I come to this page, I see a message that says:*
“A pop-up blocker is on. The Learning Management System requires pop-ups. You will need to enable pop-ups for a successful Online Learning Experience.”

You will need to set your browser to allow pop-ups from two websites in order to complete our Online Training Courses. Set your browser to allow pop-ups from these websites:

- <http://behavioraltech.webclasses.net>
- <http://behav-tech.westnetmlp.com>
- <http://www.behavioraltech.org>

If you would like additional instructions, you can find more information on how to allow pop-ups here: <http://behavioraltech.org/downloads/ol/BeforeYouBegin.pdf>

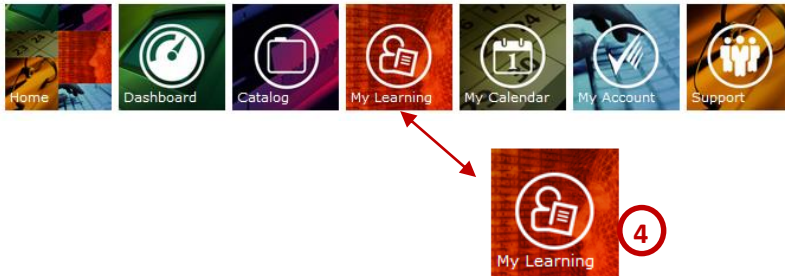
- b) *When I click on the “Go To Online Learning” button, I come to a screen that asks me for a username and password again.*

You will need to set your browser to allow 3rd party cookies.

If you would like additional instructions, you can find more information on how to allow 3rd party cookies in your browser here: <http://behavioraltech.org/downloads/ol/BeforeYouBegin.pdf>.

ONLINE TRAINING: How to Sign In to your Online Training Course

- At the top of the screen, you will see a row of icons. To start your Online Training course, click on the box that says **My Learning**.



- The My Learning page will show you a list of your Online Training courses and the status of each. To start a course for the first time, click on the button marked **Launch**.

My Learning | My eBooks | Grade Book | Transcript | Completed/Expired | Resources / File Cabinet

My Learning - My Courses

Not Started In Progress Completed Expired

To launch a course, click its name in the Course Name column. *Don't see your course? Completed or Expired courses can be found under the Completed/Expired option.*

Course Name	Expires	Status	Options
<input type="radio"/> Validation Strategies Curriculum - 1 Month	01/08/2015	Not Started	Launch 5

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- The Launch button will take you to a list of components of the course. You will have to complete a pre-assessment before you will be able to start the course. To start the Pre-Assessment, click on the **Launch** button.

My Learning | My eBooks | Grade Book | Transcript | Completed/Expired

Validation Strategies Complete Course - 3 Month

Select a component course from the list below. Courses without a launch button cannot be accessed until previous course has been completed.

Learning Item	Status	Action
Validation Strategies - Pre Assessment - 3 months	Not Launched	Launch 6
Validation Strategies - 3 months	Not Launched	--
Validation Strategies - Post Assessment - 3 months	Not Launched	--
Validation Survey - 3 months	Not Launched	--
Validation Strategies - Letter of Completion (3 months)	Not Launched	--

ONLINE TRAINING: How to Sign In to your Online Training Course

7. You will come to a screen labeled "Launch Learning Item". To begin the pre-assessment, click on "Click to Launch."

My Learning | My eBooks | Grade Book | Transcript | Completed/Expired | Resources / File Cabinet

Launch Learning Item

The course will load in a separate window when you click the "Click to Launch" button.

Site is compatible with all modern browsers. For best performance you will need to allow "all cookies for the site, and also allow pop-ups". If course does not load, you may need to disable your pop-up blocker in any tool bars you have installed.

7 Click to Launch | Return to My Learning

8. The course will open in a new tab or window.
 - a. Most courses will open with a pre-assessment like shown below. Click on **Start** to begin. For DBT Skills, see the next page.

Back | Next | Exit

Behavioral Tech - Validation Pre A

Behavioral Tech - Validation Pre A

The Validation Pre-Assessment is next. This pre-assessment is a tool that will help identify the knowledge that you already have about validation.

Don't worry, there is no expectation of what you should and should not know about validation going into the course. Everything that you need to know will be covered in the course itself.

Click START to begin!

START **a**

Financial Interest: Marsha Linehan, Ph.D., Kelly Koerner, Ph.D., Linda Dimeff, Ph.D. and Shari Manning, Ph.D. receive royalties from the sale of this product.

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Validation Pre-Assessment | Exit

- b. For DBT Skills Training, click the **DBT Skills** tab on the left side of the screen to access the course learning content.

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online learn

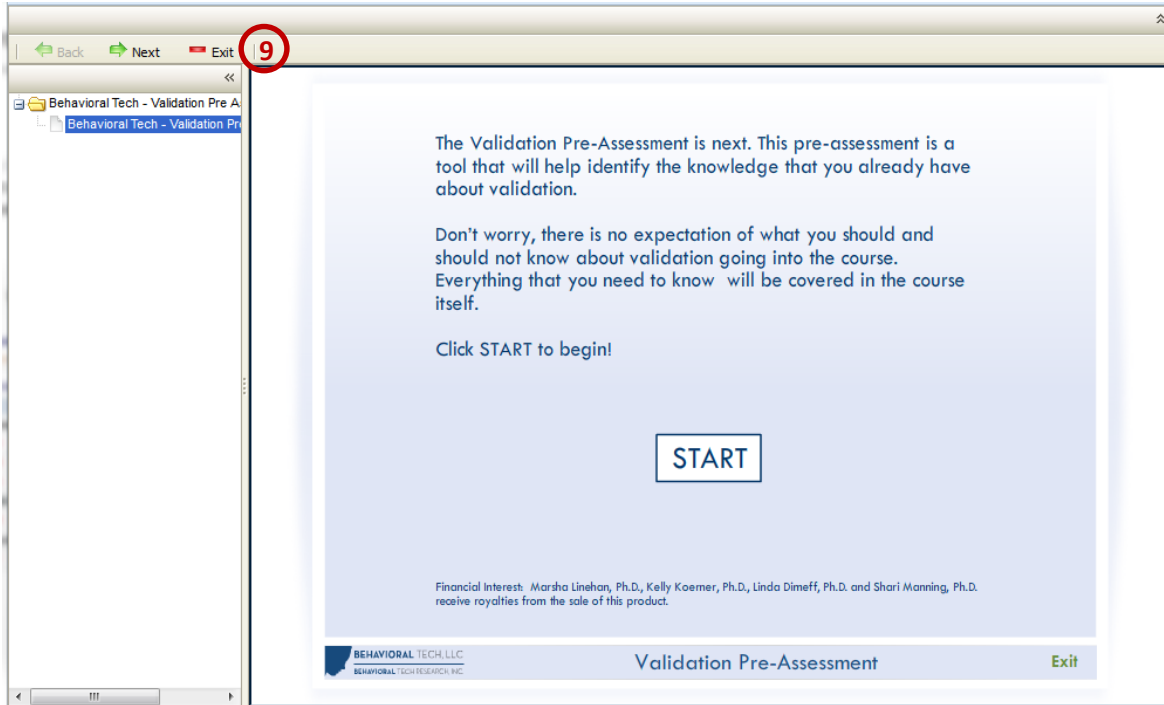
Select an item from the list to view

Gallery | Distress Tolerance | **DBT Skills** **b**

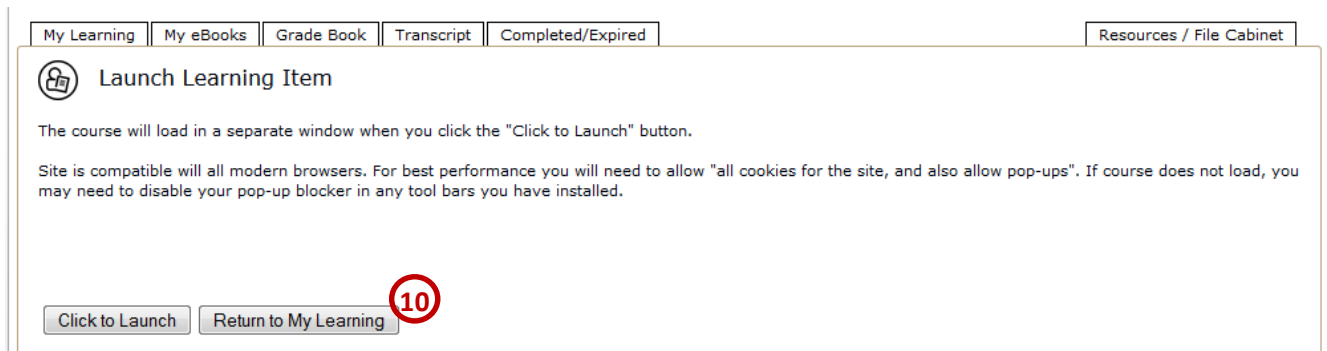
Pre-Assessment DBT Distress Tolerance Skills
This multiple-choice questionnaire is designed to assess your knowledge of DBT Distress Tolerance Skills. After reading each question, circle answer from the choices that follow.

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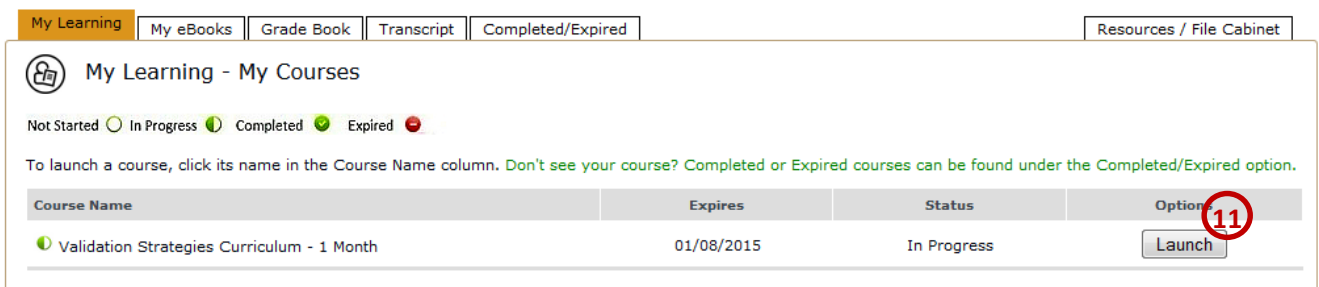
9. When you have completed the Pre-Assessment click on Exit at the top-left.



10. You will return to the Launch Learning Item screen. Please click on **Return to My Learning**.



11. You will be returned to the "My Courses" page. You will see that the status of your course has updated from "Not Started" to "In Progress."
To move on to the next section of the course, click on the **Launch** button again.



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12. In the Curriculum list, you will see that your Pre-Assessment has been marked as Completed and that the next section is now available. To begin your course, please click on the **Launch** button in the second line.

My Learning | My eBooks | Grade Book | Transcript | Completed/Expired | Resources / File Cabinet

Validation Strategies Curriculum - 1 Month

Select a component course from the list below. Courses without a launch button cannot be accessed until previous course has been completed.

Learning Item	Status	Action
Validation Strategies - Pre Assessment - 1 month	Completed	Launch
Validation Strategies - 1 month	Not Launched	Launch 12
Validation Strategies - Post Assessment - 1 month	Not Launched	--
Validation Survey - 1 month	Not Launched	--
Validation Strategies Letter of Completion (1 month)	Not Launched	--

13. Once again, you will come to the “Launch Learning Item” page. Like before you will “**Click to Launch.**”

My Learning | My eBooks | Grade Book | Transcript | Completed/Expired | Resources / File Cabinet

Launch Learning Item

The course will load in a separate window when you click the "Click to Launch" button.

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13

Click to Launch | Return to My Learning

14. The Course will open in a new tab or window.
Each of the courses will offer you a tutorial on how to use the course the first time you sign in.