Directions for Bullying Prevention Training

Please follow the steps below to complete the Bullying Prevention Training.



- 1. Go to https://www.stopbullying.gov
- 2. Select "RESQURCES"



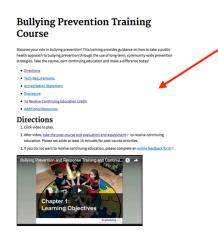
3. Select "TRAINING CENTER" from the dropdown menu



4. Select "BULLYING PREVENTION TRAINING COURSE" from the menu on the left side of the page.



5. The page opens to the "Bullying Prevention Training Course".



6. Click "Video" to play (Duration 1hr. 8 min.)



7. After viewing the video, return to

https://www.stopbullying.gov/prevention/training-center/bullying-prevention-training-course/index.html

- 8. Click the "take the post-course and evaluation and assessment" hyperlink located
- 2. After video, take the post-course and evaluation and assessment to receive continuing education. Please set aside at least 15 minutes for post-course activities.
- 9. Create an account



10. Create an Account -

Select:

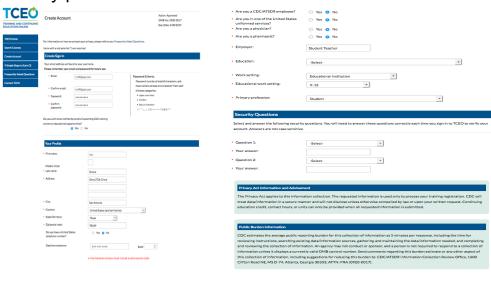
Employer: Student Teacher

Education: Select appropriate level

Work setting: Educational Institution

Educational work setting: K-12

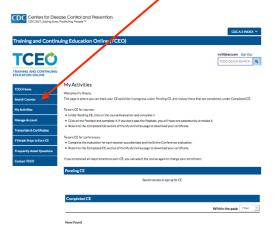
Primary profession: Student



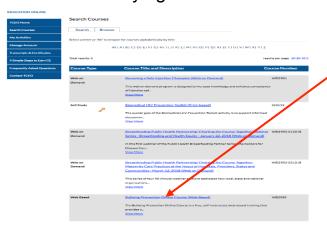
11. Click "Create Account"-

12. An email will be sent to verify your account. Verify your account by clicking the word "here" in the email.

13. Select "Search Courses".



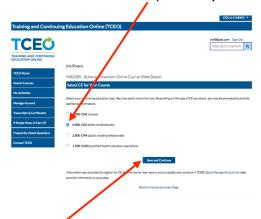
14. Select "Bullying Prevention Online Course (Web Based)".



15. Click "Continue".



16. Select "0.200CEU (Other professionals)".



Click "Save and Continue".

17. My Activities will appear:



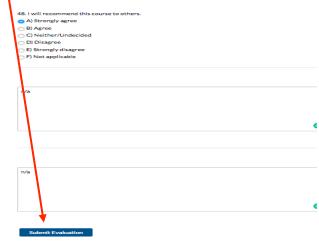
17. Select "Evaluation". You must complete the evaluations BEFORE you complete the POSTEST.

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18. Complete "Evaluation".(1-48) Click "Submit Evaluation" when you have

completed the survey.





19. "Completed" will appear.



20. Click the "posttest". Complete the Post-test.

You will need to score 80% on the posttest to receive the certificate.

Print a copy of your certificate.

Keep a copy for your files and turn in a copy to your supervisor.