INFORMATION FOR NEW USERS

- Go to https://www.praesidiumacademy.com/, and click a link to log in. You will need your audio turned on and high speed internet. Much of the training is video.
- 2. Choose the modules you would like to complete, you can pause at any time and come back to it at the same place you left off.
- 3. If at any time the material triggers an uncomfortable or troubling reaction for you personally, please seek a pastoral caregiver such as a priest in your congregation or counselor. This content is disturbing and can be especially difficult for folks who have survived abuse themselves.
- 4. When you complete the training there will be a record of it online. Certificates are not automatically sent to you, but Amy Mellies in the Diocesan Office can make one for you if you need one. Email her at <u>amellies@iowaepiscopal.org</u>

SAMPLE EMAIL SENT TO NEW USERS

Dear____

I have you set up in the system now and you should be receiving an email from Praesidium to let you know the next steps to set up your account. Once you have logged in you can complete the courses available.

Choose the modules you would like to complete, you can pause at any time and come back to it at the same place you left off. Based on your role in the church, you need to complete (list courses here). (Depending on their role, you can add this sentence: You may take any of the other courses titled Safe Church, Safe Communities, but they are not required for your role in the church).

If at any time the material triggers an uncomfortable or troubling reaction for you personally, please seek a pastoral caregiver such as a priest in your congregation or counselor.

When you complete the training there will be a record of it online. Certificates are automatically sent to you.

Thank you again for doing this very important work.

Available Courses: Introduction & Theological Background - 20min Rules & Organizational Policies - 20min Power & Relationships - 45min Pastoral Relationships - 20min Healthy Boundaries - 25min Inclusion - 20min Abuse & Neglect - 15min Bullying - 10min