

Introduction to Post-Traumatic Stress Disorder

USER GUIDE

This document has of two parts. The first one provides instructions to help you register, pay, and log in to the course system. The second part of the document provides an overview of the course content, which includes the course outline, three modules and examinations.

PART 1

HOW TO REGISTER, PAY AND LOG IN TO THE COURSE

Carefully read all the information found at <http://www.mcgill.ca/conted/prodep/ptsd/>

Step 1: Check your computer compatibility

Before proceeding with the course registration, ensure your computer meets the system requirements. This process can be completed in four easy steps.

Registration Procedure

Introduction to Post-traumatic Stress Disorder

Before you enrol, it is important to make sure your computer is compatible. To do so, click the button below and follow the instructions. Information will be displayed on installing the plug-ins required for the interactive components of this training.

Cancellation policy

To cancel your enrolment and get your enrolment fees reimbursed, click this link. However, once the training begins, or the moment you connect to the learning interface for the first time, enrolment fees can no longer be reimbursed.

Note: The enrolment process and the procedure for connecting to the training interface are detailed in this document [.pdf]

Check Your Computer

Continue Registration

McGill myCourses
Check your System

Before Starting

Step 1
Test to check whether your computer is equipped with Adobe Flash Player

Step 2
Test to check whether JavaScript is activated

Step 3
Test to check whether your computer is equipped with Adobe Reader

Step 4
Check the anti-popup software

Step 1

Test to check whether your computer is equipped with Adobe Flash Player

To navigate in the training program, your browser needs the Adobe Flash Player extension module (plug-in), available free of charge. Test your extension module below, and download it if necessary.


Flash plug-in

If you have the Flash plug-in, you should be able to see an excerpt from the interview with Bernard (in low resolution).

TRAUMA
DIAGNOSTIC TRAINING

B the traumatic event is persistently reexperienced

2. Recurrent distressing memories



REQUIREMENTS

- Have you tested your internet browser about the result?
- Do you have the correct "Flash Player" in the browser?

FOR THE RESULTS:

REMARKS:

- Do you have the correct "Flash Player" in the browser?
- Do you have the correct "Flash Player" in the browser?

Université McGill - Centre for Continuing Education – User Guide

Step 2: Proceed with Registration

Once you have updated your computer to the minimum system requirements, click on [#k](#). Then, click on [k@h.uo](#). The registration form will appear.

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[Check Your Computer](#)

[Continue Registration](#)



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[Register for the Post-traumatic Stress Disorder online course](#)

[Cancel a registration for the Post-traumatic Stress Disorder online course](#)

This is a secure site. All information submitted here will be encrypted for your security.

Step 3: Personal Information

Enter the required information in each section of the form. Select the correct course from the drop down menu under Select a category. Click **Submit**.



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Career and Management Studies**

* Required fields, please complete

Title:*	Mr. ▼
First Name:*	<input type="text"/>
Last Name:*	<input type="text"/>
Phone Number:*	<input type="text"/>
E-Mail:*	<input type="text"/>
E-Mail: (Please repeat)*	<input type="text"/>
Address:*	<input type="text"/>
City:*	<input type="text"/>
State/Province:*	<input type="text"/>
Postal/Zip Code:*	<input type="text"/>
Country:*	<input type="text"/>
Select a category:*	*** Select a category *** ▼

Step 4: Payment

Complete the payment page. Click on **Pay**.



McGill
e-Payment Service
Service de paiement électronique

McGill Centre for Continuing Education

Date:



Order Number:

Purchaser:

2010/12/02

29145

Remillieux, Jean-Paul

Total Amount Cdn: \$

Credit Card Number:


Valid until:

CVV (Card Verification Value):

(* Required)

77.88

01 ▼ 2010 ▼

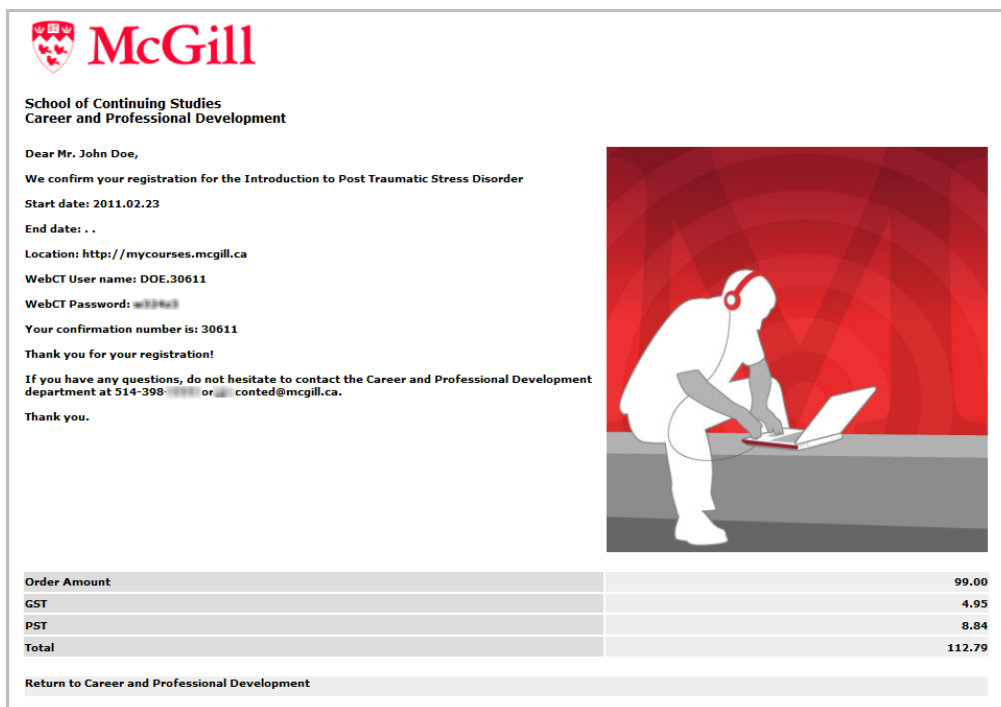
 [What's this?](#) 

By pressing the PAY button I agree to pay the above total amount according to the card issuer agreement

Step 5: Confirmation

A confirmation message will appear and will simultaneously be sent to your email account.

It is recommended that you print this message for your records as it confirms your successful payment, the URL address to log in to the course, your user name and password to access the course and contact information for technical and administrative assistance.



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School of Continuing Studies
Career and Professional Development

Dear Mr. John Doe,

We confirm your registration for the Introduction to Post Traumatic Stress Disorder

Start date: 2011.02.23

End date: . .

Location: <http://mycourses.mcgill.ca>

WebCT User name: DOE.30611

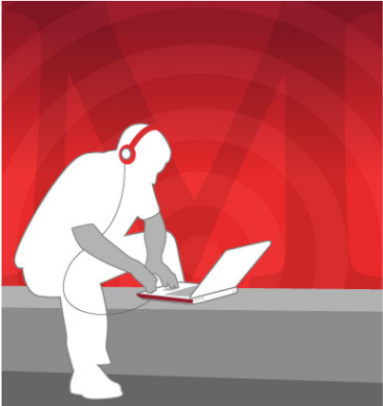
WebCT Password: w3llf4r3

Your confirmation number is: 30611

Thank you for your registration!

If you have any questions, do not hesitate to contact the Career and Professional Development department at 514-398- or conted@mcgill.ca.

Thank you.



Order Amount	99.00
GST	4.95
PST	8.84
Total	112.79

[Return to Career and Professional Development](#)

Step 6: Course Access

To access the course, go to <https://mycourses2.mcgill.ca>. A log in window will appear. Enter the User name and password as provided in the confirmation message. Usernames and passwords are case sensitive.



McGill COURSES

Welcome

myCourses is McGill's learning management system (LMS). It provides the academic community with opportunities for an engaging and supportive teaching and learning environment.

If this is your first visit, please [click here for a System Check](#) before you login.

GUESTS
(Without a McGill Username/Password)

Username:

Password:

[Forgot Your Guest Username/Password?](#)

McGILL FACULTY, STUDENTS & STAFF
(With a McGill Username/Password)

Click the button above to log in with your Username and Password.

For assistance, please contact the ICS Service Desk

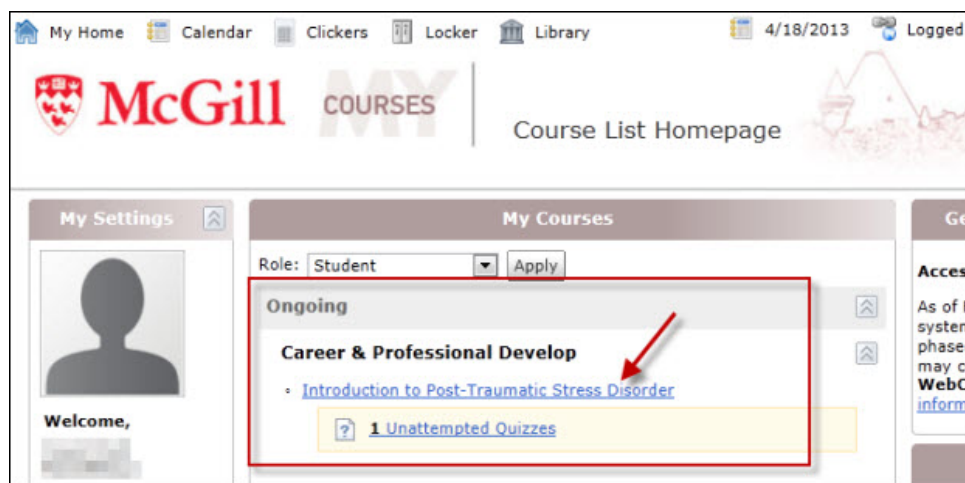
Attention: If you cut and paste your username and password, make sure not to leave any blank space before or after them.

PART 2

HOW TO ACCESS THE ONLINE COURSE AND COURSE CONTENT

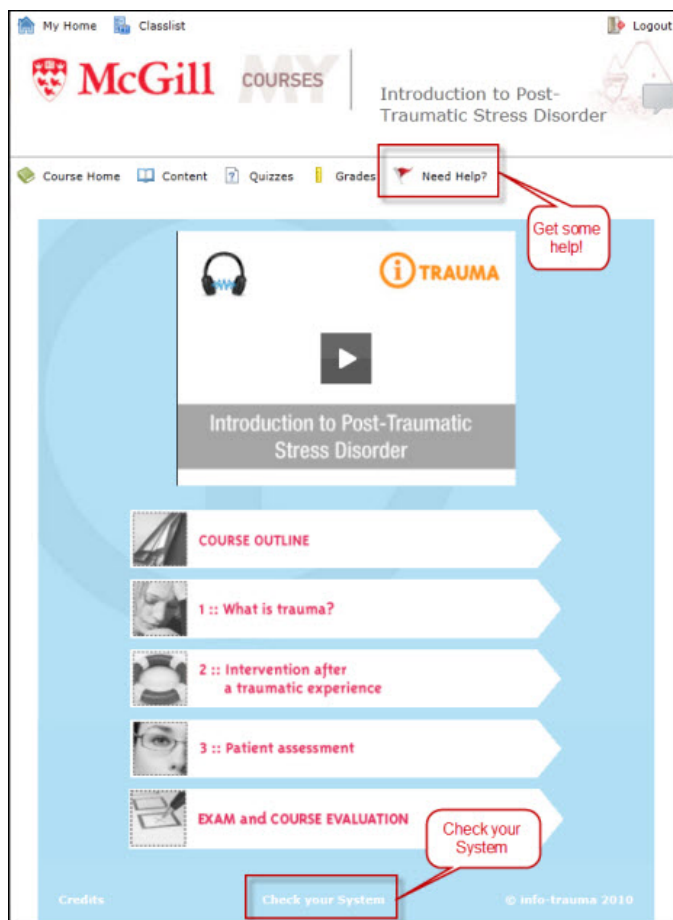
Step 1: Course Access

Once you have logged in to the system, you will see the *myCourses* Home Page. Click on the title of the course: **Introduction to Post-Traumatic Stress Disorder**.



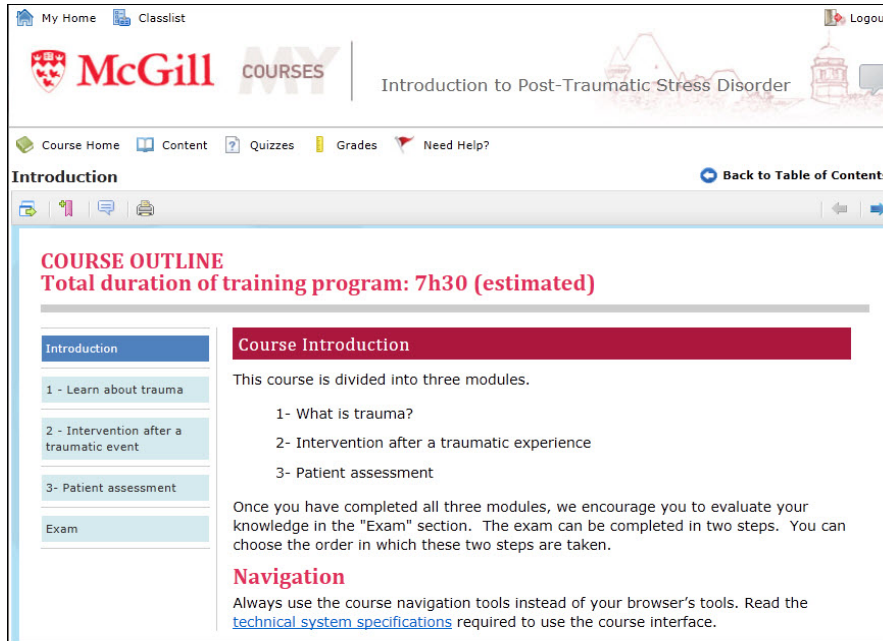
Step 2: HOME PAGE OVERVIEW

The course home page features an introduction video and access to the course outline, the three modules and examinations.



Attention: You have direct links to request technical assistance and to check your computer compatibility on the Home Page.

Play the video and read the **Course Outline** for a detailed description of the course content and structure.

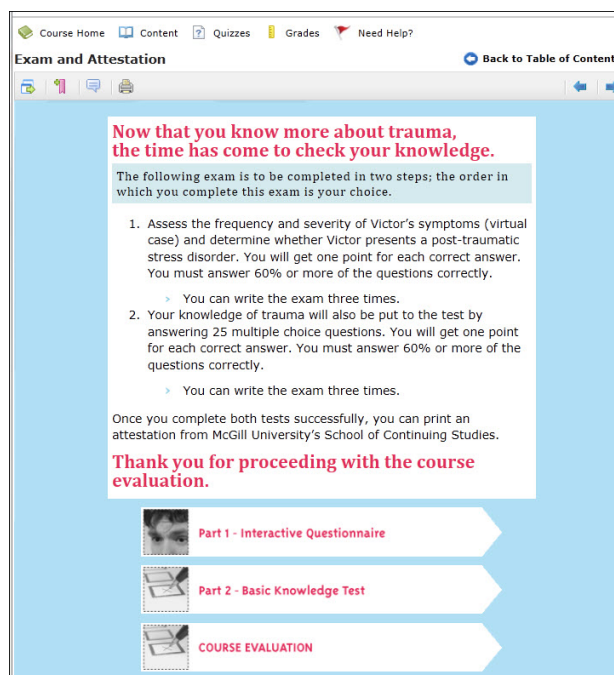


Step 3: Learning Modules

Proceed through each module. Read carefully and complete the activities described.

Step 4: Examinations and Certificate of completion

Once you have completed all the modules and activities, proceed to the **Examination** section of the course to complete **PART 1** and **PART 2** of the examinations (you have up to three attempts for each part of the examinations). Upon successful completion (60% or greater) you will be able to print your certificate of completion.



Enjoy the Course!