To access the **Haven Plus** training module:

1. Go to [https://haven.wm.edu/grad.php](https://haven.wm.edu/grad.php) The module includes text, interactive, and video/audio portions; if possible, ensure that you have speakers or headphones available when taking the course. Transcripts of video and audio content are also available throughout the course.

2. Log in using your William & Mary User ID and Password.

3. Click the “Start HAVEN” link

4. The system should automatically load your first and last name and age range. Click “Next.”
5. You will receive a notice of “Registration completed successfully.” Click “Get Started” to enter the course.

6. Click “Get Started” and then “Proceed” to begin Part 1 of the training.
7. Advance through the module by clicking the right-pointing arrows.

8. As you complete sections of content, the module will return you to the main menu screen. Completed sections will show as “100% Complete.” The next available section will be unlocked and accessible by clicking “Enter.”

9. Content sections have sub-sections, which will similarly unlock as you proceed through the content.
10. Completing Part 1 will take approximately 60 to 75 minutes. If needed, you can exit the course and return to your place at a later time. At the end of the presentation, you will be prompted to complete an assessment of what you have learned through the module.

11. Part 2 is a shorter content module and survey. After a 45 day intersession, you will receive an email prompting you to log back in to the course and complete it.

If you have questions about the module or encounter any issues accessing the content, please contact: Margaret Morrison at 757-221-3146 or mjmorrison@wm.edu.