



## Course Description

This six-hour, live online course provides the trainee with a basic framework for understanding the natural human response to stress and trauma. Trainees will have the opportunity to develop an understanding of how the nervous system works and how to regulate during stress. Emphasis will be placed on becoming trauma-informed in all settings of life and work.

**Prerequisites** None

## TRAUMA TIPS & TOOLS

### Rationale

In every facet of society, the impact of trauma can be felt. This course equips teachers, police officers, first responders, nurses, doctors, mental health technicians, parents, and others to have a trauma-informed approach to addressing stressful life situations. This course also provides practical strategies for health and safety.

### Measurable Learning Outcomes (MLO)

Upon successful completion of this course, trainees will be able to:

- A. Explain the role and effects of stress on the brain and the body.
  - Understand the nervous system
  - Identify the normal stress response
- B. Recognize the stress response in self and others.
  - Understand the nervous system
  - Identify the normal stress response
- C. Safely and effectively respond to stress in self and others.
  - Recognize dysregulation
  - Understand co-regulation
- D. Demonstrate the use of practical tools for self-regulation such as:
  - Mindfulness practices
  - Breathwork
  - Grounding techniques
  - Visualization
  - Bi-lateral stimulation

### Course Resources

#### Required Resources

- Johnson, Estefana. (2021). *T3: Trauma tips and tools manual*. Phoenix, Arizona. Self-published.

#### Recommended Resource

- Lipsky, L. v. D., & Burk, C. (2009). *Trauma stewardship: An everyday guide to caring for self while caring for others*. Berrett-Koehler Publishers.
- Heller, Diane Poole. (2017). *Healing your attachment wounds*. Sounds True. Audiobook.

#### Additional Materials for Learning

1. Computer with basic audio/video output equipment
2. Internet access (broadband recommended)
3. Download web conferencing tool provided at course registration

<https://www.microsoft.com/en-us/microsoft-teams/download-app#desktopAppDownloadregion>

# Course Assignments

## Live Instruction

Trainees will engage in four learning modules taught over a one day, six-hour period live online in the provided platform. Live instruction will involve videos, lecture, discussion, and experiential learning activities. See course schedule for more details.

## Pre-Test

Trainees will engage with the material and measure learning through a pre-test assessment. No prior study is required for the pre-test. The pre-test is a short, multiple-choice quiz administered through the provided learning management system.

## Experiential Learning Activities

Trainees will have the opportunity to engage in experiential learning activities such as group discussion, activities, creative assignments, and live practical application of new skills taught in the course.

## Post-Test

Trainees will engage with the material and measure learning through a post-test assessment. No prior study is required for the post-test. The post-test is a short, multiple-choice quiz administered through the provided learning management system. The purpose of the post-test is to measure learning gained throughout the course. No grade is assigned for the post-test however, completion of the post-test is required to receive a certificate of completion.

## Course Evaluation

Trainees will be asked to complete a course evaluation to receive their certificate of completion. Please provide open, honest feedback and suggestions on the course content and delivery.

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# Course Policies

## Attendance

Trainees are expected to attend the full course in order to receive a certificate of completion. Absences of more than fifteen minutes may result in non-issuance of a certificate of completion. This is at the instructor's discretion. If you anticipate missing instructional time, please notify your instructor as soon as possible through the contact information provided.

## Participation

Active participation is essential for learning. It is the responsibility of each trainee to ensure a constructive learning environment for themselves and others. Trainees are encouraged to participate through discussion, group chat feature, and in small group learning activities when appropriate. If you experience any disruption to your learning, please inform your instructor as soon as possible.

## Professionalism

Trainees are asked to engage in professional behavior at all times throughout the course. This includes but is not limited to use of appropriate language, respectful interaction with instructors and all trainees, appropriate dress, open-mindedness, inclusiveness, and a willingness to consider new perspectives. Offensive language, clothing or behavior will not be tolerated in the learning environment. Such behavior could result in being removed from the course at the instructor's discretion. Trainees are asked to be mindful of the environment around you during the live course. Please choose a quiet, private location without distractions. Trainees will not be allowed to attend the live course while driving a vehicle.

## Technology Considerations for Online Intensive Delivery Format

Trainees should have a location with strong wi-fi, a laptop or desktop computer able to access all the features of the online classroom (tablets and iPad cannot always access all features), and a distraction free environment. Doing so supports the learning experience as well as the group as a whole. Trainees should ensure they have the best/highest internet broadband available to them. Trainees should ensure others in their household are aware that streaming video, video chatting, and other uses of the internet at the same time will cause delays.

Trainees should download the appropriate online platforms which will be posted in your course announcements prior to the start of the course and ensure camera and microphone settings are working. A headset or headphones with microphone which cancels out the computer speakers is recommended.

Online etiquette is very important in the web-based classroom. Please refer to the links provided to familiarize yourself with the "Do's and Don'ts" of online etiquette prior to beginning your Intensive week. Please see this link for additional guidance on online meeting etiquette <https://blog.gotomeeting.com/7-rules-virtual-meeting-etiquette-every-professional-know/>

# Course Schedule

## COURSE SCHEDULE FOR LIVE DELIVERY

	Name	MLO	Length	Main Concepts
Module 1				
Module 2				
Module 3				
Module 4				