

## Responder e-Learn Instructions

The following is a guide to help you negotiate the website for the Responder e-Learn courses. Module NC 2070 is used as an example in these instructions.

1. Go to <http://www.respondere-learn.com/> and login at the top right section of the screen.

To log on you need to enter your. Your Responder e-Learn Web-Training Username is the first initial of your first name, the first two initials of your last name; followed by the last five numbers of your SS#. For the initial sign-on, your Username and Password will be the same. For example, John Doe 123-45-6789 would be jdo56789. Note: All letters must be typed in **lower case**.



A screenshot of the Responder e-Learn login page. The page has a light green background. On the right side, there is a white silhouette of a person's head and shoulders. Below the silhouette are two white input fields for 'Username' and 'Password'. To the left of the input fields, the text 'Username' and 'Password' is displayed. Below the input fields is a blue button with the text 'Login'. To the left of the 'Login' button, the text 'LOGIN INSTRUCTIONS' is displayed in green. At the bottom of the page, there is a dark blue horizontal bar with the text 'Tuesday 22 February 2011' in white.

2. Once you login, you'll see your name. You have the option of uploading your picture in the **Update profile** section. Once you have logged in, click on **My courses**.



A screenshot of the Responder e-Learn user profile page. The page has a light green background. At the top, the name 'JEFFREY ZEALLEY' is displayed in large white letters. Below the name, there are three links: 'Update profile', 'My courses', and 'Logout'. The 'My courses' link is circled in red. To the right of the links is a small square photo of a man with short grey hair, wearing a green patterned shirt. At the bottom of the page, there is a dark blue horizontal bar with the text 'Tuesday 22 February 2011' in white.

3. Under the **Available Courses** section, click on **NDMS**.

The screenshot displays the 'Responder e-Learn 2.0' interface for the US Department of Health & Human Services. The top navigation bar includes a home icon, 'My Courses', 'My Communities', 'My Records', 'Search', and 'Help'. Below the navigation bar, the breadcrumb trail reads 'respondere-learn > Overview of my courses'. The main content area is titled 'My Courses' and includes a search prompt: 'If you cannot find the course you are looking for, please click [here](#) to conduct a search'. The 'My Courses' section is divided into three categories: 'Enrolled Courses', 'Available Courses', and 'Completed Courses'. Each category contains a bulleted list of course names: 'NDMS' and 'TELL'. In the 'Available Courses' section, the 'NDMS' course name is circled in red.

4. The course you want to work on will determine your next step. If you are working on Modules 1010, 1020, 1030, 1040, 1050 or 1060, select the **N-1000** option. For Modules 2030, 2040, 2060 or 2070, select the **NC-2000** option. Since we are working on Module 2070 in this example, we will select **NC-2000**.

## My Courses

If you cannot find the course you are looking for, please click [here](#) to conduct a search

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### Enrolled Courses

- NDMS
- TELL

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### Available Courses

- NDMS
  - N-1000-Course Part 1 - Introduction to the Organization
  - **NC-2000-Course Part 2 - Response Readiness**
  - NC-3000-Course Part 3 - Response Readiness
  - NC-4000-Course Part 4 - Specialty Tracks
  - NC-6000-Course Part 6 - Disaster Medical Information Suite (DMIS)
- TELL

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### Completed Courses

- NDMS
- TELL

5. Now select **Course Modules**

The screenshot shows a course interface with a 'Course Menu' on the left and a 'Topic outline' on the right. The 'Course Menu' includes 'Outline', 'Course Information', 'Course Modules' (circled in red), 'Acknowledgements', 'Course Survey', 'Support', 'Certificates', 'Gradebook', and 'Calendar'. The 'Administration' section includes 'Grades' and 'Profile'. The 'Topic outline' is titled 'Course Part 2 - Response' and includes a 'News forum' and '1 Course Information'. Under '1 Course Information', there is a section 'Are You Ready To Respond?' with a welcome message and a paragraph about course content. Below that is a section 'NC-2000 - Course Part 2 - Response Readiness' with a list of course modules and their estimated lengths.

**Course Menu**

- Outline
- Course Information
- Course Modules**
- Acknowledgements
- Course Survey
- Support
- Certificates
- Gradebook
- Calendar

**Administration**

- Grades
- Profile

**Topic outline**

Course Part 2 - Response

News forum

**1 Course Information**

**Are You Ready To Respond?**

Welcome to the U.S. Department of Health and Human Services (HHS), Office of the Assistant Secretary for Preparedness and Response (ASPR), National Disaster Medical System (NDMS) Online Training. This curriculum is designed to help responders to improve their competency in fulfilling the HHS/ASPR mission - *Lead the response to and reduce the adverse health effects of public health emergencies and disasters.*

The course content is based upon capabilities needed to fulfill operational missions and in this curriculum, responders are better equipped to meet readiness standards in austere government business, to deploy effectively to a broad range of emergency response incidents during a deployment.

**NC-2000 - Course Part 2 - Response Readiness**

Course Structure (and Estimated Length)

- NC 2010 - NDMS Operational Orders (30 minutes)
- NC 2020 - Administrative & Travel (60 minutes)
- NC 2030 - Home and Family Preparedness (30 minutes)
- NC 2040 - Cultural Awareness (60 minutes)
- NC 2050 - Critical Incident and Traumatic Stress Management (30 minutes)
- N 2060 - Personal Gear for Deployments (30 minutes)
- NC 2070 - Media Relations and Public Information Awareness (60 minutes)

6. Then select the module you want to work on, e.g. **NC 2070**.

The screenshot shows a course page with a navigation bar at the top. The navigation bar includes 'My Courses', 'My Communities', 'My Records', 'Search', 'Help', and 'Get Technical Support'. The course title is 'respondere-learn > NC-2000'. The 'Course Menu' on the left includes 'Outline', 'Course Information', 'Course Modules', 'Acknowledgements', 'Course Survey', 'Support', 'Certificates', 'Gradebook', and 'Calendar'. The 'Administration' section includes 'Grades' and 'Profile'. The 'Topic outline' is titled 'Course Part 2 - Response Readiness' and includes a 'News forum' and '2 Course Modules'. Under '2 Course Modules', there is a list of course modules with folder icons. The 'NC 2070 - Media Relations and Public Information Awareness' module is circled in red.

My Courses My Communities My Records Search Help [Get Technical Support](#)

respondere-learn > NC-2000

**Course Menu**

- Outline
- Course Information
- Course Modules**
- Acknowledgements
- Course Survey
- Support
- Certificates
- Gradebook
- Calendar

**Administration**

- Grades
- Profile

**Topic outline**

Course Part 2 - Response Readiness

News forum

**2 Course Modules**

- References
- NC 2010 - NDMS Operational Orders
- NC 2020 - Administrative & Travel
- NC 2030 - Home and Family Preparedness
- NC 2040 - Cultural Awareness
- NC 2050 - Critical Incident and Traumatic Stress Management
- N 2060 - Personal Gear for Deployments
- NC 2070 - Media Relations and Public Information Awareness**

Jump to...

7. On this page, you need three items so that you can study the material, take the exam and complete the module survey. Under **Course Content**, you can select any of the options. The same information is presented in three formats: 1) PowerPoint presentation, 2) PDF of the PowerPoint presentation or 3) Written content in a PDF.

After studying the course information, take the exam by clicking on **NC 2070 Exam**. A score of 70% or higher is required to pass the exam. If you don't pass the first time, you can take it again. **IMPORTANT:** After taking the exam, you **must** complete the **Survey** for each module to get credit for the course.




## NC 2070 - Media Relations and Public Information Awareness

**Introduction**  
This module provides an overview of media relations, public information awareness for responders and the role specifically to the HHS response under *Emergency Support Function #8- Public Health and Medical Services*, *Function #15- External Affairs*.


**Module Objectives**  
After completing this module, you should be able to:

- Demonstrate an awareness of HHS Policies regarding public information communications by field personnel.
- Define the role of the Public Information Officer.
- Discuss the benefits of public information planning and preparedness.
- List steps required to inform the public.


**Course Content**

-  Start Module - View PPT
-  Download PPT as PDF
-  Download Written Content as PDF

**NC 2070 Exam**

-  NC 2070 Exam

**NC 2070 Survey**

-  NC 2070 Survey

**NOTE:** With the migration to the new Responder e-Learn 2.0, certificates of completion and CEC certificates will not be available until the Basic Release. Your completion records and any applicable CEC's will continue to be tracked and will be made available at the Basic Release. As the existing Responder e-Learn site is integrated within the Responder e-Learn 2.0 platform – you will then be able to print your certificates and CEC certificates that you've earned between December 2010 and March 2011. We realize this may be a bit inconvenient, and we apologize in advance for having to temporarily bring this capability down, but it will all lead to a more integrated and functional environment for the future.