

# Armatus 2009-2010

## Employees and Volunteers

### What is Armatus®?

Armatus® is an internet-based abuse prevention training program developed by Praesidium Inc. The Archdiocese of Portland has chosen Armatus® as the annual training for Employees and Volunteers after they have participated in the Called to Protect Program.

### When should you start Armatus®?

You are to complete the Armatus® course assigned for the year within 60 days of the program year beginning. The courses are not voluntary; they are mandatory for all clergy and employees and volunteers who work directly with minors 4 or more times a year. You can complete them at work, home, at the library, at the school, anywhere you have access to the internet.

### Which courses will you take?

For 2009-2010 the Archdiocese is requiring one course to be completed. Choose one of the following most appropriate for your ministry.

#### *Keeping your Church Safe*

"God has entrusted church staff with something precious to Him – His children." You will learn:

- Five specific actions to keep children safe
- The importance of keeping a watchful eye
- What to do in the case of suspicious situations
- How to respond to inappropriate behavior

#### *Keeping your School Safe*

"When children come to school they expect to have fun, meet challenges, make friends, practice skills, and grow. They expect to be safe." You will learn:

- Who abuses children and when and where abuse is most likely to occur at school
- Specific steps to take to keep children safe at school
- How to prevent false allegations of abuse

**If you did not complete *Standards of Conduct for Ministry with Children and Youth* last year, you must complete it before working with minors this year.**

### How do you get started?

1. Logon to a high-speed Internet connection and go to [www.praesidiuminc.com](http://www.praesidiuminc.com).
2. Click on "Armatus® Training New!" in the left-hand navigation menu.
3. Select "Click here to begin Armatus® online training (login required)."
4. Enter your login and password.
5. Click submit.

### What is your Login and Password?

Your login is the first initial of your first name and your full last name. For example: Bob Smith's user login would be bsmith, or Sasha Hayes-Jones user login would be shayes-jones.

Your password is the four numerical digits of your birthday, followed by your state abbreviation. For example, if Jane Arnold lives in Oregon and her birthday is March 26, her password would be 0326or

### Welcome Aboard!

Choose your course and click on the title to begin. Each course will end with a brief quiz that you must pass for credit. Your location's Armatus® Administrator will be informed when you have completed your required courses.

If you have any questions about this training, please contact your supervisor or your location's Armatus® Administrator.