IACPlearn —
Getting Started Guide
LEV Program
TABLE OF CONTENTS

Introduction ...................................................................................................................................... 3
Getting to IACPlearn .......................................................................................................................... 3
Creating a New Account ..................................................................................................................... 4
Signing in with Existing Account ......................................................................................................... 6
Locating the LEV Webinar Series ......................................................................................................... 7
  Search by Topic ................................................................................................................................ 7
  Search by Keywords ......................................................................................................................... 9
Registering for the LEV Webinar Series ............................................................................................. 11

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Introduction

The IACP Law Enforcement-Based Victim Services (LEV) team is excited to announce that all of the previously recorded LEV webinars are now easily accessible on IACPlearn. IACPlearn is IACP’s Learning Management System (LMS) that hosts most virtual trainings and resources published by the IACP. The LEV webinars— and some other trainings developed through grant funding— are available at no cost on IACPlearn. Some webinars and training on IACPlearn are available at an additional cost.

This guide has been created to help you access and register for the LEV Webinar Series. If you have additional questions on accessing the webinar series, please contact learn@theiacp.org. For questions related to the content of the webinar series, please contact us at LEVProject@theiacp.org.

Getting to IACPlearn

You can access IACPlearn in two ways: (1) through the IACP homepage, (2) directly through the IACPlearn website. To access IACPlearn through the IACP homepage, first navigate to https://www.theiacp.org/ Then locate the menu on the left side of the page and click “IACPlearn” (see red box in the screen shot below).

Alternatively, you can access IACPlearn directly by navigating to https://www.learn.theiacp.org (see screen shot below for the main IACPlearn page).
Creating a New Account

For those who do not already have an IACP account (either by having an existing IACP membership or by being a member of the LEV Network), you will need an account to gain access to the LEV Webinar Series on IACPlearn.

1. From the IACPlearn homepage, click Log In.

2. Click Create an Account. If you already have an account, follow these steps to Sign in with an Existing Account.
3. Complete all required fields.

4. Scroll down and click on Create Account. It will take a few minutes for the site to create the account. Refresh the page after a few minutes.

5. When signing in with a new account for the first time, you will be redirected to the IACP Community Rules & Etiquette and Privacy Guidelines. After reading the rules, scroll down and click I Agree to proceed.
6. You will then be redirected to the IACPlearn homepage. This may take a few seconds.

7. You now have an IACPlearn account! Continue the Steps to Register for the Law Enforcement-Based Victim Services (LEV) Webinar Series.

**Signing in with Existing Account**

1. From the IACPlearn homepage, click **Log In**.
2. Enter the email and password associated with your IACP or LEV Network account. If you do not currently have an IACP/LEV Network account, follow these steps to Create an Account.

3. After successfully logging in, you will be redirected to the IACPlearn homepage.

**Locating the Law Enforcement-Based Victim Services (LEV) Webinar Series**

You can find the LEV Webinar Series on IACPlearn by searching by topic or keyword.

**Search by Topic**

1. Under the sidebar on the left side of the IACPlearn homepage, there are three drop down menus. Click on the menu labeled “All Categories”.
2. Using the “All Categories” drop down menu, scroll down and click **Victim Services**. Click outside of the drop-down menu. Then click **Find**.

3. Locate the Webinar Series and click **View** next to “Law Enforcement-Based Victim Services (LEV) Webinar Series)“.
4. On the top right corner, click **Register (Free!)**.

5. Continue following the **Steps for Registration**.

**Search by Keyword**

1. Click on the **keywords search bar** under the sidebar on the left side of the IACPlearn homepage.
2. Enter the keyword you want to search. You can locate the LEV Webinar Series by typing in keywords such as “Victim Services” or “LEV”. Click **Find**.

3. Locate the Webinar Series and click **View** next to “Law Enforcement-Based Victim Services (LEV) Webinar Series”.

4. On the top right corner, click **Register (Free!)**.
5. Continue following the Steps for Registration.

Registering for the LEV Webinar Series

1. Click Register to begin.

2. Complete the required fields. Then click View Cart. (Note: The LEV webinar series is free of charge. You will not need to provide credit card information).
3. The total price of the Law Enforcement-Based Victim Services (LEV) Webinar Series is $0.00. Click **Submit** to proceed.

4. The site will take a few seconds to process your order. After registration is successfully completed, you will see the Order Summary.
5. You will receive an Invoice/Order Confirmation and a Registration Confirmation in your email inbox. In the Registration Confirmation email, you can click View this product to go directly to the LEV Webinar Series IACPlearn page, or you can re-navigate to the page by following the steps in Getting to IACPlearn.
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