

GETTING STARTED WITH THE DV-ACTION PROGRAMME



Welcome to the DV-ACTION programme!

This guide will give you step by step instructions on how to get your tablet and online learning programme set up.

Your tablet

You should receive these instructions in an email along with the link to Moodle, username and password. If the link does not work you can type <https://dv-act.moodlecloud.com/login> into your browser.

Included with your tablet is a plug, charger cable and a case. When you get your tablet hold down the grey button at the top until the word *Lenovo* appears on the screen. The tablet will then take you through the steps needed to set up the tablet. The tablet is yours to keep so you should set it up with your email address, that way you can use links sent to your email from DV-ACT.

Once your tablet is ready you will need to go to the *Google play* store the icon looks like this then you will need to search for and download the *Zoom* app



Setting up Moodle

Moodle is the learning platform which includes your session links, safety plan and online learning exercises. To set this up on your tablet follow these steps

1. Click on the link sent to your email
2. Log in with your username and password (this will be sent to you by a separate email to keep it secure)
3. Don't forget to change your password when you first log in
4. When you are in Moodle tap on the icon with the 3 dots in the top right corner of the screen
5. In the drop-down menu select "*Add to home screen*" (this will save a link from the programme to the home screen of your tablet so you don't have to keep using the link).
6. If you go to My Journal this will give details of other apps that you can download and use alongside the programme.

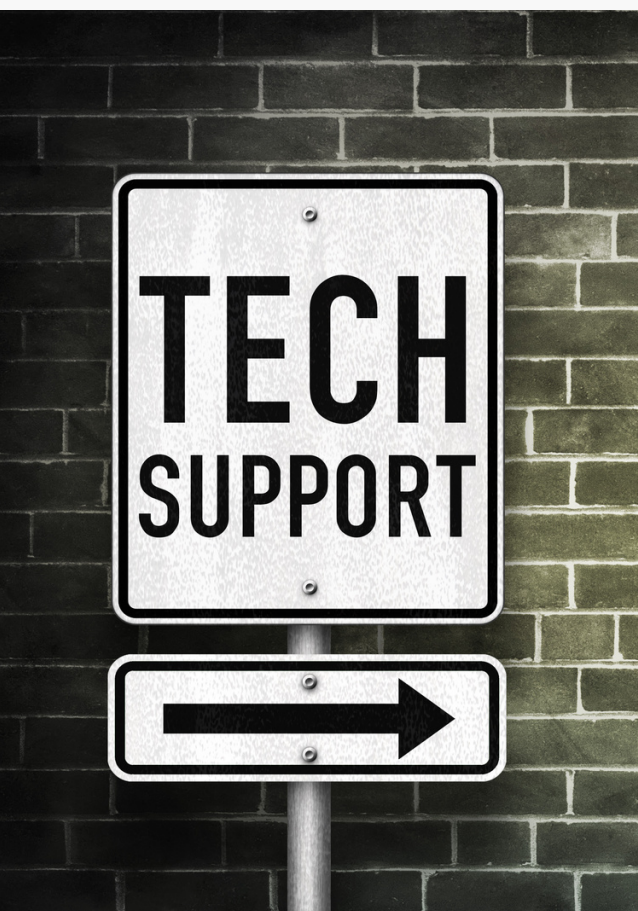


Starting your online programme

You will be contacted by the DV-ACTION team to arrange an introduction session over Zoom. This will be a 30-minute session so that we can show you how to use Moodle, make sure everything is working right and answer any questions you may have about the programme. You might want to try out Moodle before this so that you can see if there is anything you would like explained in the session.

When you log in to Moodle you should have the following:

- A dashboard and calendar
- My sessions
- Resources and information
- My feelings
- My journal
- Getting the most from your DV-ACT programme



Problems and contact details

If you have any problems with Moodle or the tablet you can contact the programmes team at programmes@dvact.org

You can also call us on 0203 9678368 or 07378423587

Please note that the office is open Monday to Friday 9-5 and the phone will not be answered outside of these hours.

If you have any problems attending your treatment sessions you should first try to contact your treatment worker, if you cannot contact them the office can take a message from you to pass on.

