Instructions to access EverFi – Haven™ Sexual Assault Education and Awareness training.

**Important:** Haven is split into two parts.

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<th>Part 1 (requires approximately 60 minutes to complete):</th>
<th>30 day timeout – an email will be sent to your TTU campus email when Part 2 is ready for completion.</th>
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<td>• Pre Survey</td>
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**Part 2 (requires about 15 minutes to complete)**

• Follow-Up Survey

**IMPORTANT** – Please review the semester completion deadlines on the University’s Haven™ website: [http://www.tntech.edu/titleix/haven](http://www.tntech.edu/titleix/haven)

To access Haven™

1. Go to Eagle Online [http://www.tntech.edu/eo](http://www.tntech.edu/eo) and click “Enter Eagle Online” to access your online Student Account.

2. Enter your Tech ID Number (TNumber) and PIN to enter your student account. Note: If you forgot your PIN number, enter your Tech ID Number and click on “Forgot PIN?” for assistance.

For additional assistance accessing your Eagle Online account, please contact myTECH Helpdesk at (931) 372-3975.
3. Once successfully logged in to Eagle Online, click on the “Student” tab located at the top of the webpage.

![Image of the Main Menu](image)

4. Next, click on the “EverFi – Haven” link. This will redirect you to Haven. If you have popup blockers enabled, you will see a warning similar to the one below. Click on “Options” and “Allow Pop-ups for …”

![Warning message](image)

Otherwise, you may click on the “link” to redirect you.

![Image of the EverFi - Haven page](image)

If you have problems accessing Haven™, please send an email to TitleIX@tntech.edu providing as much detailed information as possible for us to better assist you.
5. Once you’ve successfully accessed Haven, you will need to register. Your first and last name should appear, and you will need to select your age. Next, click the dropdown box and select your student type and your term (Fall 2016). You may begin the program by clicking the “I agree to the terms of service” and then click “Next.” Follow the on-screen instructions to navigate the system.

6. Once you’ve successfully accessed Haven, you may begin the program by clicking on “Get Started”.

![Registration completed successfully.

![Haven: UNDERSTANDING SEXUAL ASSAULT](https://example.com/haven.png)

Logged in to Tennessee Tech University]
Please Note: The course may include surveys to help personalize your experience and measure students' attitudes and behaviors. All survey responses are confidential. The school will only receive information about the student body as a whole and will never see individual students' answers.

7. To begin the program’s modules click on “Introduction – Get Started”. You will use this screen to navigate through Part 1’s modules.

8. Each module consists of either slides with audio commentary, videos, interactive sections, or a combination of each.
9. You can check your progress by clicking on your name in the top right corner, then clicking “Dashboard”.

10. Once you have successfully completed Part 1, you’re the module screen should appear similar to the image below. Notice the “100% COMPLETE” within each module’s block.
Also, “Dashboard” should appear similar to the image below.

11. Part 2, the Haven Post Quiz, instructions will be sent via email to your TTU campus email account 30 days after completion of Part 1. Use the information previously provided to access Haven™ from your Eagle Online account.

12. Once logged in, you should see the “Dashboard” showing your current Haven™ progress. Click “Continue” to proceed with completing Part 2.

13. Upon successfully completing Part 2, your “Dashboard” will resemble the following image with “The course is complete” status.

To Access The Progress Report & Print
1. Login to Haven™ using your Eagle Online account.

2. Once logged in, click on the “Course Progress” button.

3. Within your Browser’s window, you will see your course progress. Click on “Print” in the top right corner of your Course Progress report and print your Haven™ report.
Ever Fi Haven Troubleshooting:

If you do not have any courses available in Ever-Fi Haven, you may have already taken the course.

To retake module 1, select “Add a Course” in the top right hand corner of the screen.

Fill in the required fields with the following data from the drop down menus:
Select a course: Haven
Select a group: Fall First Time Freshman Student
Select “add”

Once the course has loaded, select “get started” to begin your Ever-Fi Haven module 1.