

# BTS/BTO TRAINING

- You can access the Canvas training directly through the link:  
[https://canvas.instructure.com/register\\_from\\_website](https://canvas.instructure.com/register_from_website)
- Click on I'm a Student link
- Fill in the information using the join code and the username should be your agency email address.
- **Your BTS' should have the join code if you are new to the system.**
- Then click Start Learning



Login ▾



**Sign up now,  
it's free!**

I'M A  
TEACHER

I'M A  
STUDENT

[Parents sign up here](#)

## Student Signup



Join Code\*

Full Name\*

Username\*

Password\*

Confirm Password\*

You agree to the [terms of use](#) and acknowledge the [privacy policy](#).

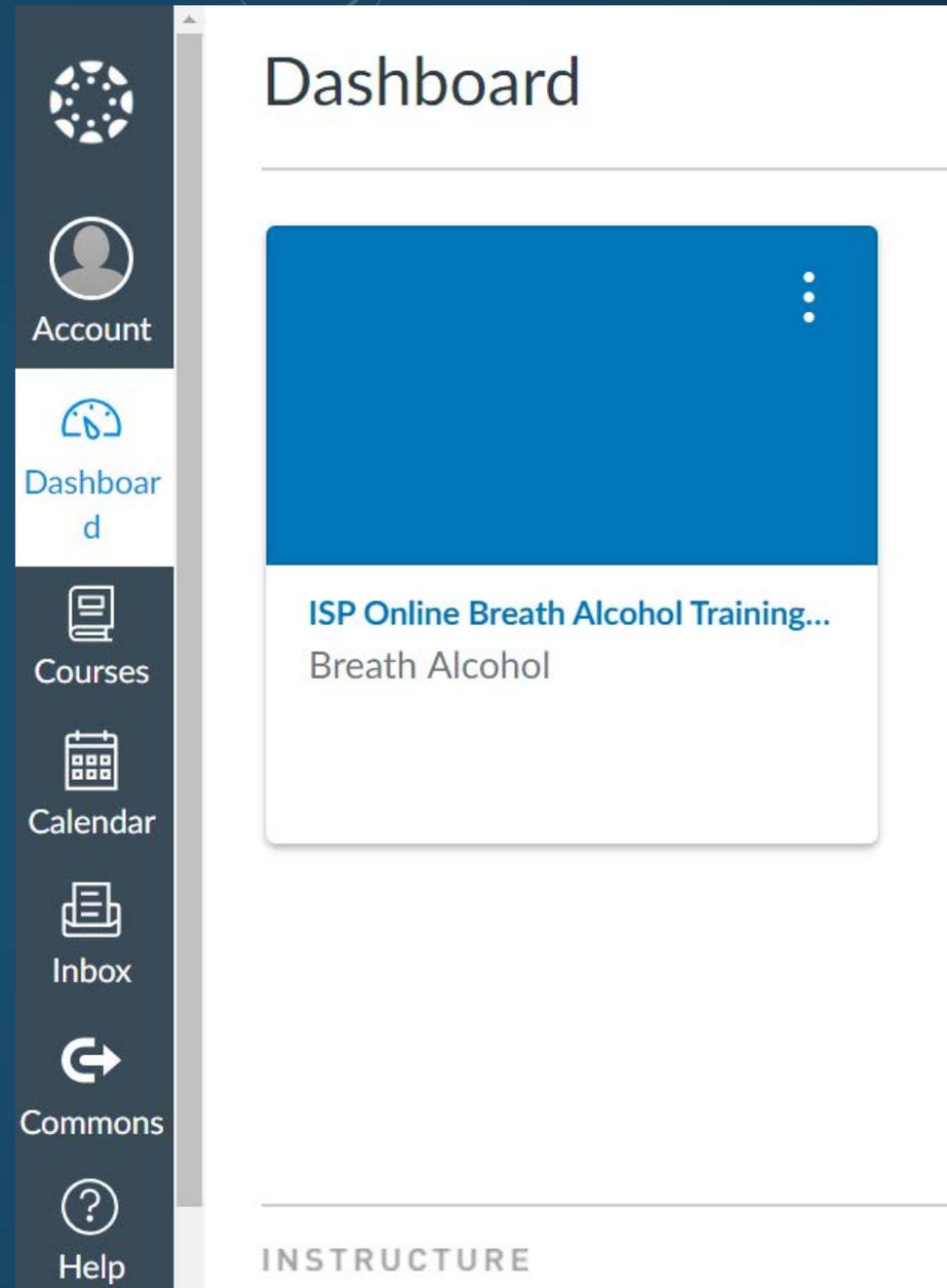
Start Learning

# ALREADY HAVE CANVAS??

- In the event that you already have a canvas login, and you only need an invitation to the training program, contact one of the ISP Breath Alcohol Testing Coordinators to get an invitation to the course.
- Be sure to include the e-mail address that you use to login to canvas
  - Johnston, Jeremy - [Jeremy.Johnston@isp.idaho.gov](mailto:Jeremy.Johnston@isp.idaho.gov)
  - Cutler, Rachel - [Rachel.Cutler@isp.idaho.gov](mailto:Rachel.Cutler@isp.idaho.gov)
  - Garner, John T- [John.Garner@isp.idaho.gov](mailto:John.Garner@isp.idaho.gov)
  - Bradley, Nikka - [Nikka.Bradley@isp.idaho.gov](mailto:Nikka.Bradley@isp.idaho.gov)

# INTO CANVAS

- Once in Canvas, navigate to your Dashboard
- Select the ISP Breath Alcohol Training Program



The screenshot shows the Canvas LMS interface. On the left is a dark navigation sidebar with icons and labels for Account, Dashboard (highlighted), Courses, Calendar, Inbox, Commons, and Help. The main content area is titled "Dashboard" and features a blue card with a white header and footer. The card's title is "ISP Online Breath Alcohol Training..." and the subtitle is "Breath Alcohol". A three-dot menu icon is visible in the top right corner of the card. At the bottom of the page, the word "INSTRUCTURE" is displayed.

# WHICH MODULES DO I TAKE?

- All users need to take the following:
  - Physiology
  - Legal Understanding of DUI
- Then you need to take the modules corresponding to the instruments that you wish to certify and use for evidential breath testing. You will not be certified on any instrument that you do not complete a proficiency test on.
- If you certify with the EasyCal performance verification unit, please note that the certification for the EasyCal does not expire.
- If certifying as a BTS, take the BTS tests. If certifying as a BTO, take the BTO tests.

# CANVAS

- Once in the training, select the module you wish to complete.
- Go through the module, take the quizzes and test once you complete the module.

Breath Alcohol > Modules

Home View Progress + Module

Conferences

Modules

Discussions

Announcements

Assignments

Grades

People

Pages

Files

Syllabus

▸ Draeger 9510 Training	✓	+	⋮
▸ LifeLoc FC20 Training	✓	+	⋮
▸ Physiology	⊘	+	⋮
▸ Legal Understanding of a DUI	⊘	+	⋮

# FLEXIBILITY?

- You do not need to complete the modules in any specific order.
- You do not need to complete the modules in any specific timeframe.
- You can start and stop the modules as you need to at any time.
- You can enter and exit the training at any time.

# FLEXIBILITY?

- You will need to obtain and passing grade of 80% or better in order to proceed to proficiency testing on the instrument.
- You can pause the training for breaks.
- You can take the training over multiple days, weeks, or months if necessary.
- Your date of completion and scores for each module will be recorded in the canvas application along with training times, and testing times. **However, you must take a screen capture or photo of each completed test to show your BTS or RBTC at the proficiency test.**

# FLEXIBILITY?

- The canvas application will allow ISP Forensics to assess the training and the students to see how each student is performing, as well as the overall performance of the class on each test question.
- This can afford ISP Forensics to see in advance if questions are confusing, poorly worded, or somehow not being addressed in a clear and concise manner in the instruction materials.
- If you have any suggestions or comments, please contact ISP Forensics and ask to speak to one of the Regional Breath Testing Coordinators about your concerns.

# TRAINING COMPLETION

- Once you have completed each module test, PRINT, TAKE A PICTURE, SCREENSHOT, or somehow capture and record your test score to show your BTS or regional breath testing coordinator.
- You will then be directed to a web portal to enter in your test score. Contact your BTS or RBTC if the link does not work to the webpage to log your scores. On this page, enter in the score you received on your test for the module you completed.
  - The format is in # correct out of # of exam questions. Your percentage will be automatically generated.
- Select if you are certifying as a BTS or BTO.
- Enter in your POST ID
- Submit your scores
- **Your BTS or RBTC will not be able to sign you off unless you log your scores.**

- Fill in your information from your training
- Be sure that you have documentation of the test scores (snapshot, picture or printout)

## You have completed the online training.

Please enter your POST eLearning username (that will be your POST ID unless you self-registered) and select from the list below the instruments on which you would like to be certified.

**Username (POST ID)\***

**BTO/BTS\***

 ▼

**Physiology Exam Score\***

 out of  physiology exam score %

**Legal Training Exam Score\***

 out of  legal training exam score %

- Fill in the scores from each instrument test that was completed
- Remember to keep the documentation until you have completed the proficiency testing (snapshot, picture or printout of the test scores)

**Instruments\***

Draeger 9510 series

out of  Draeger 9510 series exam score %

Intoxilyzer 5000 series

Lifeloc EASYCAL

Lifeloc FC20 series

out of  Lifeloc FC20 series exam score %

Based on the test scores provided above, you will be eligible to be certified on the following instruments. If additional instruments are required, you must complete the Canvas module for the additional instrument(s) and provide a score for the test in the above section.

- Draeger 9510 series
- Lifeloc FC20 series

Note that each test score input above must be documented via a screen capture, photo or hard copy printout verifying that score.

# TRAINING COMPLETION

- When you have completed this step, you will be presented with list of the BTS that are able to perform your proficiency test if you are certifying as a BTO.
- If you are certifying as a **BTS**, contact your nearest regional forensic breath testing coordinator to schedule your proficiency test.
  - CDA: 208-209-8700      [Jeremy.Johnston@isp.idaho.gov](mailto:Jeremy.Johnston@isp.idaho.gov)
  - Pocatello: 208-239-9900      [Rachel.Cutler@isp.idaho.gov](mailto:Rachel.Cutler@isp.idaho.gov)
  - Meridian: 208-884-7170      [John.Garner@isp.idaho.gov](mailto:John.Garner@isp.idaho.gov)      [Nikka.Bradley@isp.idaho.gov](mailto:Nikka.Bradley@isp.idaho.gov)

# TRAINING ALTERNATIVES

- Beginning in 2019, Forensic Services will be offering live classes for the breath alcohol certification training. These will be held at the Region 1, Region 3 and Region 5 laboratory training facilities.
- Classes will be scheduled twice a year in Region 1 (CDA) and 5 (Pocatello)
  - Once in the spring and once in the fall
- Classes will be scheduled four times a year in Region 3 (Meridian).
  - Once in each season

# BTS HELP?

- If you need help with the online portal, finding a BTO, getting access to the training, authorization or have other issues with navigating the canvas portal, please contact Stefani.

Stefani Liljenquist

Idaho State Police

Forensic Evidence Specialist

208-239-9902

[Stefani.Liljenquist@isp.idaho.gov](mailto:Stefani.Liljenquist@isp.idaho.gov)

# BTS? HAVE QUESTIONS?

- If you are a BTS and you have questions, please contact one of the regional breath testing coordinators at the nearest ISP Forensic Laboratory.
- We will try and get you the help that you need as soon as possible.
  - Johnston, Jeremy - [Jeremy.Johnston@isp.idaho.gov](mailto:Jeremy.Johnston@isp.idaho.gov)
  - Cutler, Rachel - [Rachel.Cutler@isp.idaho.gov](mailto:Rachel.Cutler@isp.idaho.gov)
  - Garner, John T- [John.Garner@isp.idaho.gov](mailto:John.Garner@isp.idaho.gov)
  - Bradley, Nikka - [Nikka.Bradley@isp.idaho.gov](mailto:Nikka.Bradley@isp.idaho.gov)