

# Student User Guide - Revised May 2019

## **A Sign of Respect: Strategies for Effective Deaf/Hearing Interactions**

by Thomas K. Holcomb and Anna Mindess

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1. Go to the home page at [www.treehousevideo.com](http://www.treehousevideo.com) and scroll down until you see the three boxes with “Have a Code From Your Teacher?” “Have a Code From Your Bookstore?” and Renewing your Access?”



Have a Code From Your  
Teacher?



Have a Code From Your  
Bookstore?



Renewing your Access?

2. *Have the Class Group Code from your teacher available.  
It will look similar to the code below, with the semester and year at the end.*

**NOTE: THE CODE BELOW IS ONLY A SAMPLE! DO NOT USE IT!**  
**YOUR TEACHER WILL LET YOU KNOW THE CLASS GROUP CODE FOR YOUR CLASS.**

THU – 123456 – FA19



No matter how you are purchasing the program, directly online, from the bookstore, or if you are renewing your access, you must have your Class Group Code. The code is in all caps. Be careful to note the difference between the number 0 and the letter O, and the number 1 and the letter I.

If you are purchasing directly online, go to the next step (Step 3).

If you are purchasing from the bookstore, go to Step 5 on page 3.

If you are renewing your access, go to Step 7 on page 4.

### 3 . Purchasing Directly Online. Select "Have a Code From Your Teacher?"

 <b>Have a Code From Your Teacher?</b>	 <b>Have a Code From Your Bookstore?</b>	 <b>Renewing your Access?</b>
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4 . Fill out all the required fields, and in the Class Group Code field type in the code that you got from your teacher. Type the code exactly as it appears, including the dashes. You will also create a password for your account, enter your billing information and check out.

To learn how to access and use the program, go to Step 8 on page 5.

#### Billing details

**First name \***

**Last name \***

**Company name (optional)**

**Country \***

**Street address \***

#### Additional information

**Order notes (optional)**

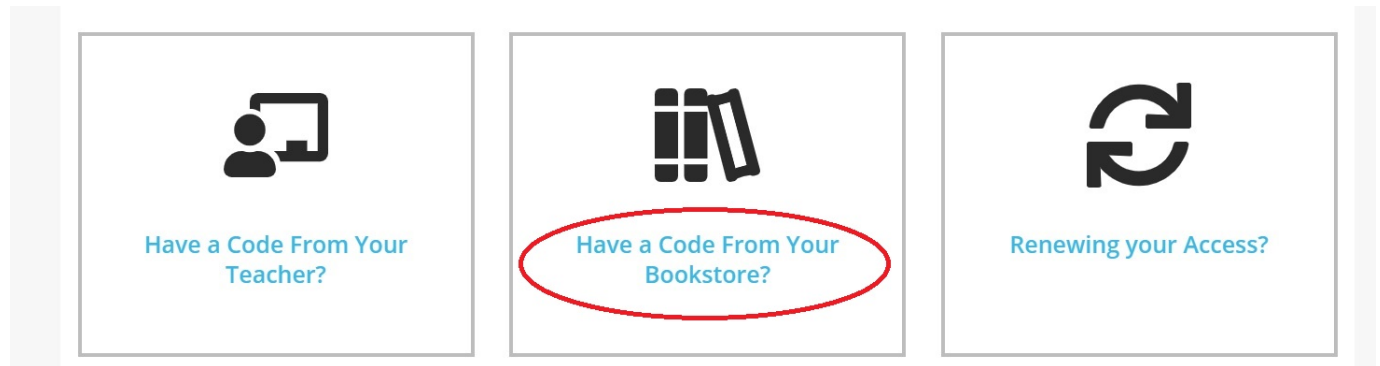
Notes about your order, e.g. special notes for delivery.

**Class Group Code**

**Class Group Code \***

Enter Class Group Code

5. **Purchasing from the bookstore: Select "Have a Code From Your Bookstore?"**  
You will be given a printed coupon in a sealed envelope.  
Have that code ready along with your Class Group Code.



6. **Fill out all the required fields, including your teacher's name, the Class Group Code, and the Group Code from your bookstore coupon.**

To learn how to access and use the program, go to Step 8 on page 5.

A registration form is shown. At the top, there are two input fields for "Password \*" and "Confirm Password". Below these is a "Strength indicator" bar. The main section of the form, which is circled in red, contains three input fields: "Teacher's Name \*", "Class Group Code \*" (with a note "0 of 30 max characters" below it), and "Enter Group Code From Bookstore Coupon. \*". At the bottom of the red circle is a "Submit" button.

## 7. Renewing your Access: Select "Renewing your Access?"



Have a Code From Your  
Teacher?



Have a Code From Your  
Bookstore?



Renewing your Access?

**NOTE:** You should select this option **ONLY** if you purchased and used "A Sign of Respect" in a previous course.

What is your name? \*

Your answer

What is the email address you use for your account at [treehousevideo.com](https://treehousevideo.com)? \*

Your answer

What is the name of your current school? \*

Your answer

What is the name of your current teacher? \*

Your answer

What is the name of the course you are currently taking? \*

Your answer

What is the Class Group Code for your class? \*

Your answer

**Fill out all the information.**

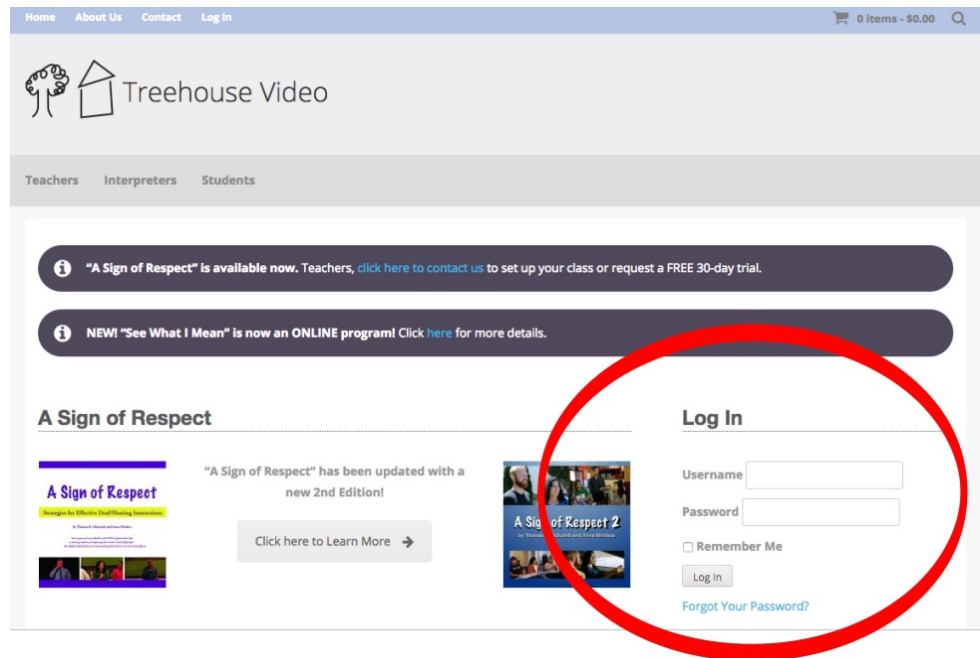
**Make sure the email address you provide is the same email address you use for your account at [treehousevideo.com](https://treehousevideo.com).**

**You will need the Class Group Code for your new class.**

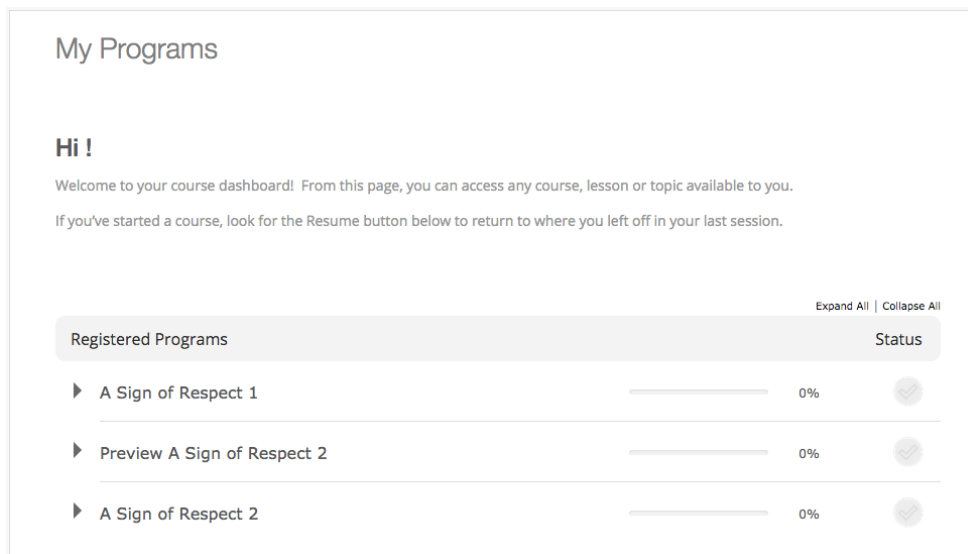
**You will be asked to choose to retain your progress details from your previous use of the program, or to have those details deleted and start fresh in your new class.**

**To learn how to access and use the program, go to the next step.**

8. To access and use the program any time, log in to [www.treehousevideo.com](http://www.treehousevideo.com) with your username and password.



9. This will take you to your My Programs page. This shows you all the programs you can access. You can also access the My Programs page from the top menu at any time.



10. Click on name of the program you want to view. For example, to view “A Sign of Respect 1,” click on the title.

Registered Programs			Status
▶ A Sign of Respect 1	<div></div>	0%	
▶ Preview A Sign of Respect 2	<div></div>	0%	
▶ A Sign of Respect 2	<div></div>	0%	

11. After you click on the title, the screen below will appear. You can navigate to any part of the program by selecting the green square navigator button with three white stripes on the far right:

[Home](#) [My Programs](#) [My Account](#) [About Us](#) [Contact](#) [Log Out](#) 1 Item - \$24.95

[Home](#) / [My Account](#)

## A Sign of Respect 1


Program Status: Not Started

### A Sign of Respect

Strategies for Effective Deaf/Hearing Interactions

by Thomas K. Holcomb and Anna Mindes


*"An unique and very valuable work! Will be of particular help in hearing students just beginning their contact with Deaf people."*  
Dr. Paddy Ladd, Author of *Understanding Deaf Culture: In Search of Deafhood*




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#### Welcome to "A Sign of Respect" – Part One

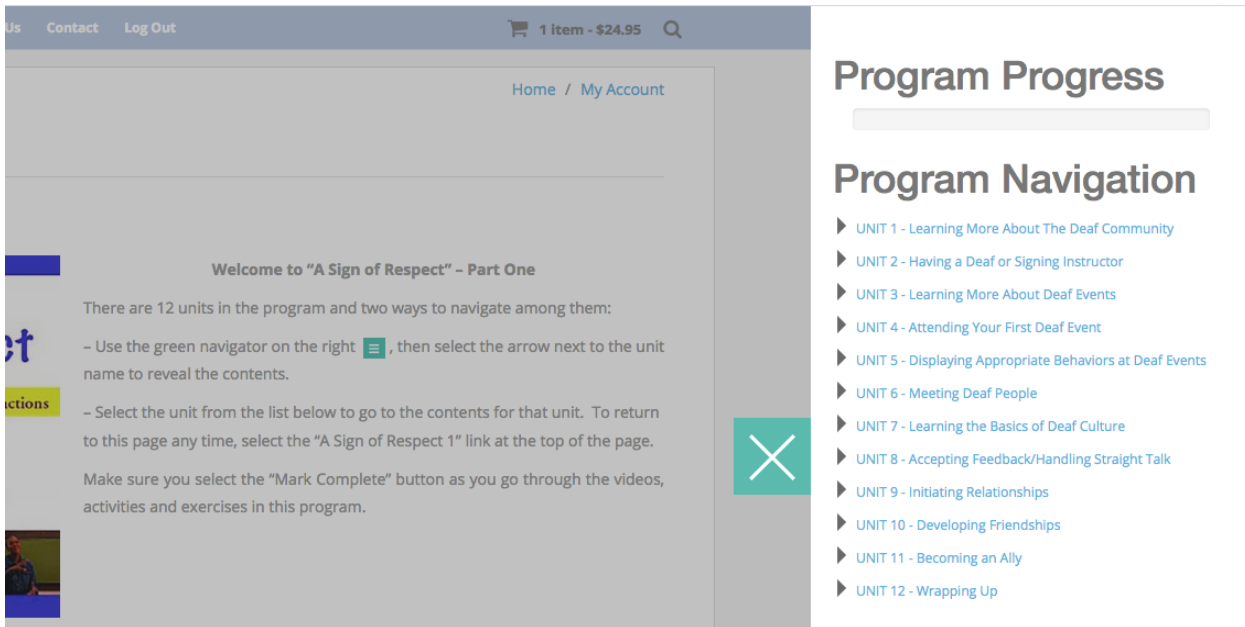
There are 12 units in the program and two ways to navigate among them:

- Use the green navigator on the right  , then select the arrow next to the unit name to reveal the contents.
- Select the unit from the list below to go to the contents for that unit. To return to this page any time, select the "A Sign of Respect 1" link at the top of the page.

Make sure you select the "Mark Complete" button as you go through the videos, activities and exercises in this program.



## 12. From here you can select parts of the program to view:




The screenshot shows a web interface for the 'A Sign of Respect' program. The top navigation bar includes links for 'Us', 'Contact', and 'Log Out', along with a shopping cart icon showing '1 Item - \$24.95' and a search icon. The main content area is divided into two columns. The left column, titled 'Welcome to "A Sign of Respect" - Part One', contains instructions on how to navigate the program, mentioning a green navigator on the right and a list of units. The right column, titled 'Program Progress', features a progress bar and a 'Program Navigation' section with a list of 12 units, each preceded by a right-pointing arrow. A green 'X' button is visible at the bottom right of the main content area.

Us Contact Log Out 1 Item - \$24.95

Home / My Account

Welcome to "A Sign of Respect" - Part One

There are 12 units in the program and two ways to navigate among them:

- Use the green navigator on the right , then select the arrow next to the unit name to reveal the contents.
- Select the unit from the list below to go to the contents for that unit. To return to this page any time, select the "A Sign of Respect 1" link at the top of the page.

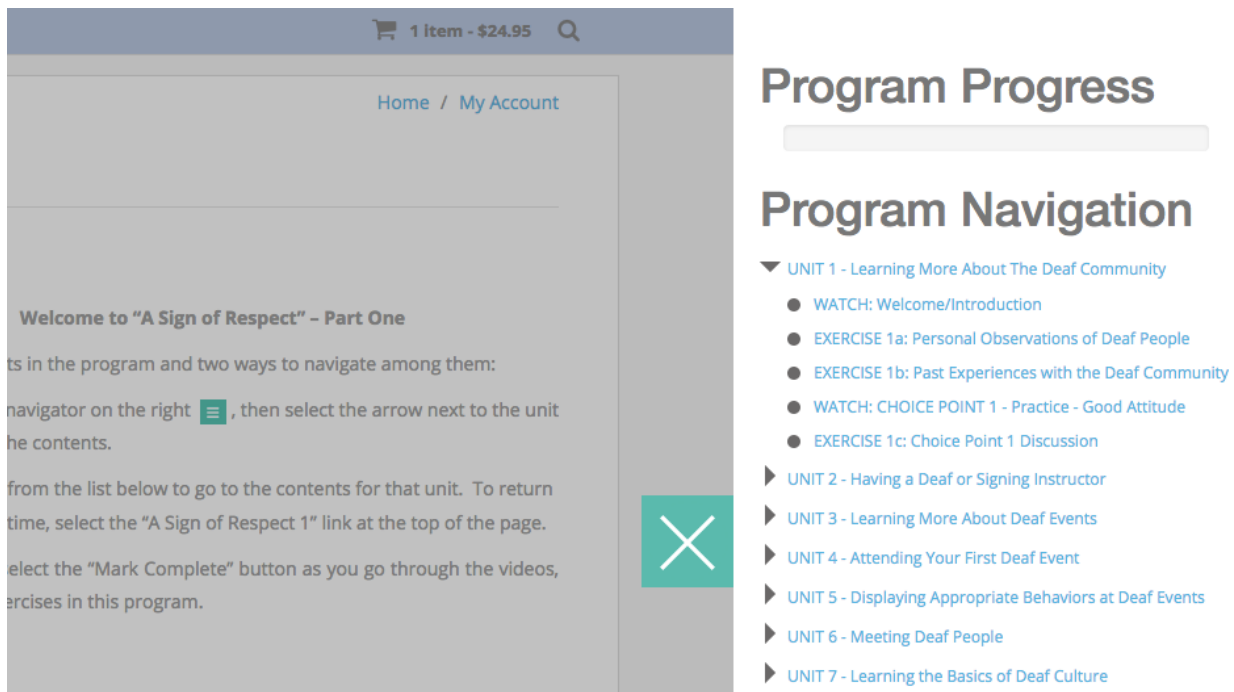
Make sure you select the "Mark Complete" button as you go through the videos, activities and exercises in this program.

Program Progress

Program Navigation

- ▶ UNIT 1 - Learning More About The Deaf Community
- ▶ UNIT 2 - Having a Deaf or Signing Instructor
- ▶ UNIT 3 - Learning More About Deaf Events
- ▶ UNIT 4 - Attending Your First Deaf Event
- ▶ UNIT 5 - Displaying Appropriate Behaviors at Deaf Events
- ▶ UNIT 6 - Meeting Deaf People
- ▶ UNIT 7 - Learning the Basics of Deaf Culture
- ▶ UNIT 8 - Accepting Feedback/Handling Straight Talk
- ▶ UNIT 9 - Initiating Relationships
- ▶ UNIT 10 - Developing Friendships
- ▶ UNIT 11 - Becoming an Ally
- ▶ UNIT 12 - Wrapping Up

## 13. To go to a specific part of a unit, you can click the arrow next to the name of the unit to reveal the contents and make your selection:




This screenshot shows the same web interface as the previous one, but with the 'Program Navigation' section expanded. The first unit, 'UNIT 1 - Learning More About The Deaf Community', is now selected, indicated by a downward-pointing arrow. Below the unit name, a list of sub-items is displayed, each preceded by a circular bullet point. The sub-items include 'WATCH: Welcome/Introduction', 'EXERCISE 1a: Personal Observations of Deaf People', 'EXERCISE 1b: Past Experiences with the Deaf Community', 'WATCH: CHOICE POINT 1 - Practice - Good Attitude', and 'EXERCISE 1c: Choice Point 1 Discussion'. The remaining units (2-7) are still listed with right-pointing arrows. The green 'X' button remains at the bottom right.

1 Item - \$24.95

Home / My Account

Welcome to "A Sign of Respect" - Part One

ts in the program and two ways to navigate among them:

navigator on the right , then select the arrow next to the unit he contents.

from the list below to go to the contents for that unit. To return time, select the "A Sign of Respect 1" link at the top of the page.

elect the "Mark Complete" button as you go through the videos, rcises in this program.

Program Progress

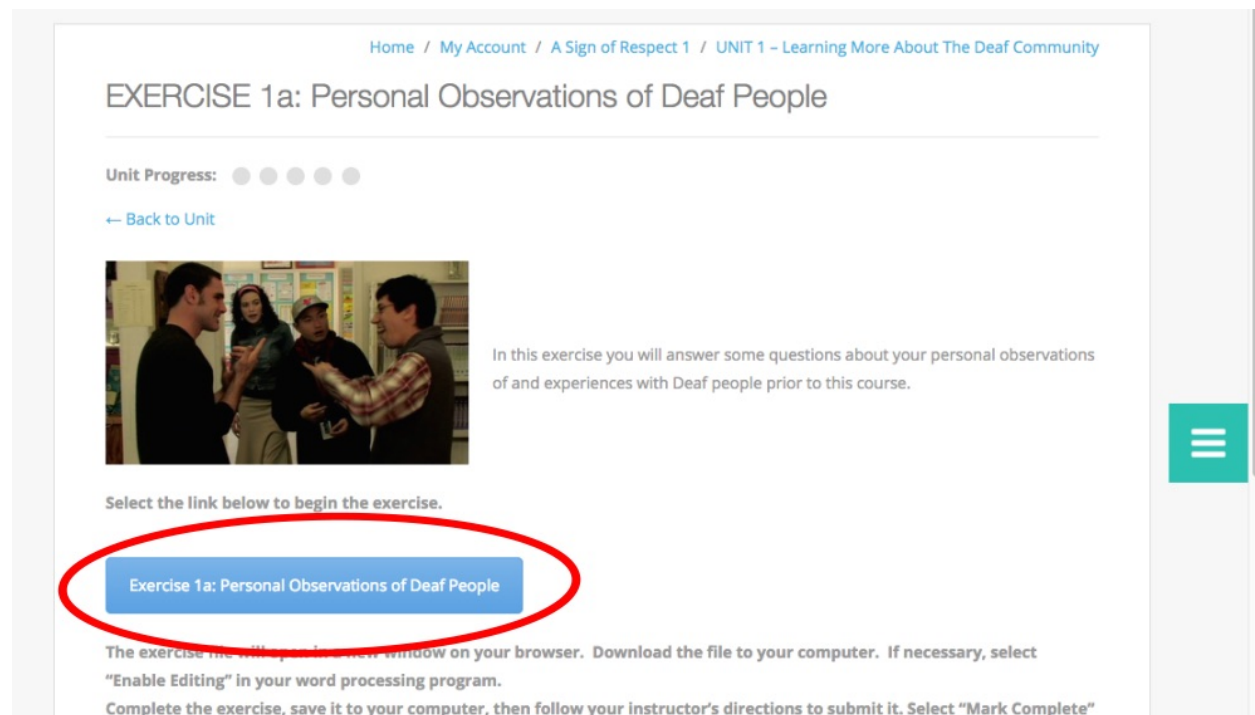
Program Navigation

- ▼ UNIT 1 - Learning More About The Deaf Community
  - WATCH: Welcome/Introduction
  - EXERCISE 1a: Personal Observations of Deaf People
  - EXERCISE 1b: Past Experiences with the Deaf Community
  - WATCH: CHOICE POINT 1 - Practice - Good Attitude
  - EXERCISE 1c: Choice Point 1 Discussion
- ▶ UNIT 2 - Having a Deaf or Signing Instructor
- ▶ UNIT 3 - Learning More About Deaf Events
- ▶ UNIT 4 - Attending Your First Deaf Event
- ▶ UNIT 5 - Displaying Appropriate Behaviors at Deaf Events
- ▶ UNIT 6 - Meeting Deaf People
- ▶ UNIT 7 - Learning the Basics of Deaf Culture

There are three types of activities in the program:

- **WATCH** - a video is displayed for you to watch. You will have the ability to replay the video when it is completed. If it is a **CHOICE POINT** video, make a note of the choice you made and view the feedback. Then go back to look at the feedback provided for the other choices.
- **READING** - read the article. If there are links to other readings or internet sites, these will open in a new window on your browser.
- **EXERCISE** - Exercise pages have a blue button. Click on the button to open the exercise file. It will open in the word processing file on your computer. You may see a dialogue box asking you to specify how to handle the file as described in the next section.

**14. This is a typical exercise page. To view and complete the exercise, select the blue button to download the exercise file.**




Home / My Account / A Sign of Respect 1 / UNIT 1 – Learning More About The Deaf Community

## EXERCISE 1a: Personal Observations of Deaf People

Unit Progress: ● ● ● ● ●

[← Back to Unit](#)



In this exercise you will answer some questions about your personal observations of and experiences with Deaf people prior to this course.

Select the link below to begin the exercise.

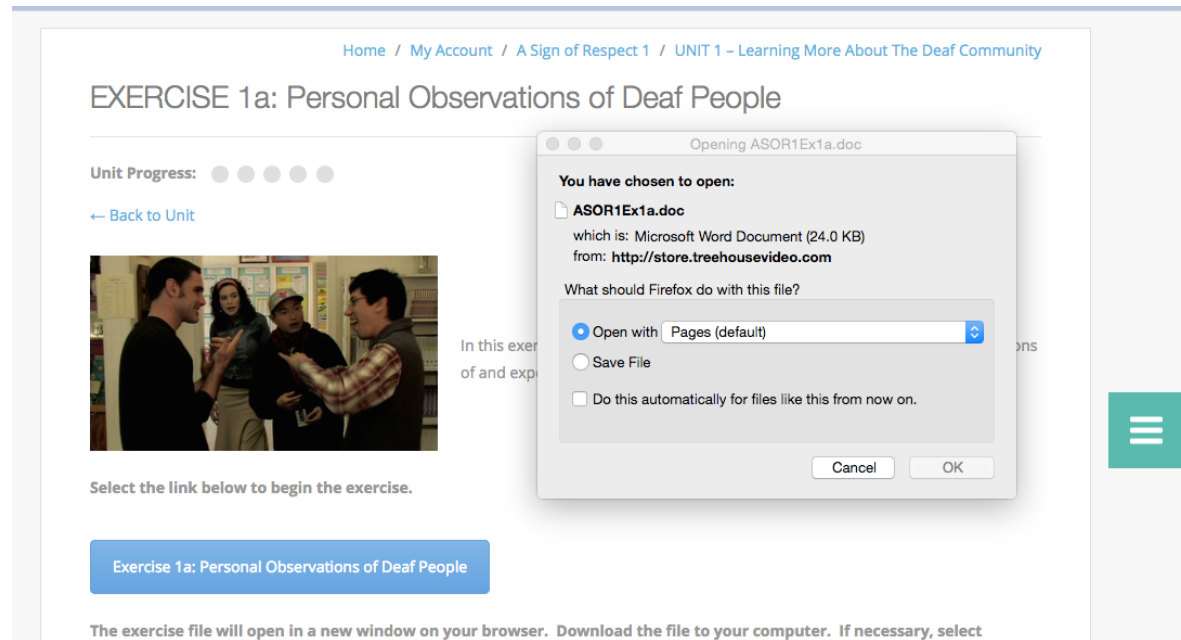
[Exercise 1a: Personal Observations of Deaf People](#)

The exercise file will open in a new window on your browser. Download the file to your computer. If necessary, select "Enable Editing" in your word processing program.

Complete the exercise, save it to your computer, then follow your instructor's directions to submit it. Select "Mark Complete"



**15. Depending on the browser preferences, this screen may appear requiring the user to choose to save the file or open it with a specific program:**



**16. The document is now ready to be filled in on the computer.**

## **A Sign of Respect - Part 1      Unit 1 - Exercise 1a**

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**Name:**

**For each question below, please type your response. Then save and submit to your instructor per his or her instructions.**

### **Question 1 of 3**

What are the unique customs you have observed among Deaf people that would differentiate them from most hearing people? (e.g., using sign language as opposed to spoken language)

### **Question 2 of 3**

What have your personal experiences with Deaf people been like so far? Have they been uniformly positive or negative or have they been varied? (If you haven't yet met any Deaf people, you may go on to the next question.)

### **Question 3 of 3**

What are some of the stereotypes that are often attributed to Deaf people? How accurate are these stereotypes based on your personal experiences with Deaf people so far?

17. Make sure you enter your name next to the “Name:” field.

Place your cursor under each question to type your answer.

Save your work and submit it per your teacher’s instructions (print out and submit in class, send as an email attachment to your teacher, etc.).

18. Make sure you click on “Mark Complete” at the bottom of the WATCH, READING and EXERCISE pages after you complete them:

In this exercise you will be asked some questions about walking through signed convers

Select the link below to begin the exercise.


Exercise 5b: Choice Point 5b Discussion

The exercise file will open in a new window on your browser.

Download the file to your computer. If necessary, select “Enable Editing” in your v

Complete the exercise, save it to your computer, then follow your instructor’s dire

Select “Mark Complete” when your instructor has received your work.

Use the green Program Navigation button on the right  to navigate to Unit 5, W

Mark Complete

[← Previous Unit](#)

Thank you for using the new online **A Sign of Respect!**

If you have any questions or need further assistance, please send email to [support@treehousevideo.com](mailto:support@treehousevideo.com).