



SECCA App Manual

DISCLAIMER

There are many images in this booklet. All of the images are drawn pictures. Some of the images are of private body parts and sexual topics. These images are anatomically and biologically correct images to support learning. Images help people learn and teach.

Sexuality Education Counselling and Consultancy Agency (SECCA) has intended to provide information that is accurate at the time of printing. Please check with relevant organisations listed in this book for current information.

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Document Conventions

This module uses document and keyboard conventions to help you locate and identify information. These conventions are explained as follows:

This	Represents	Example
Bold	A button	Add Tiles
CAPITALS	A keyboard sequence	Press ENTER
Italics	A screen or field name	<i>Search...</i> or <i>Lesson Description...</i>
	A learning point	

Introduction

The SECCA App is a free innovative resource to support access to relationships and sexuality education for people of all ages and abilities.

There are over 1800 images focused on sexuality and relationship concepts in a range of skin tones, and over 350 photographic images that can help support relationships and sexuality education and teaching.

[Lesson plans](#) have been provided that focus on key relationships and sexuality concepts including:

- Puberty
 - Emotions
 - Menstruation
 - Understanding Relationships
 - Masturbation
- Public and Private Concepts
 - Sexual Health
 - Pregnancy
 - Menopause, and
 - Going to Work

Individual lessons and custom tiles can be created and added to ensure that the learning experience is unique and individualised to each learner.



The [help centre](#) also provides quick informative guides for using the App and progressing to creating custom content.

Contact us for assistance or to provide feedback at:

(08) 9420 7226

admin@secca.org.au

www.secca.org.au

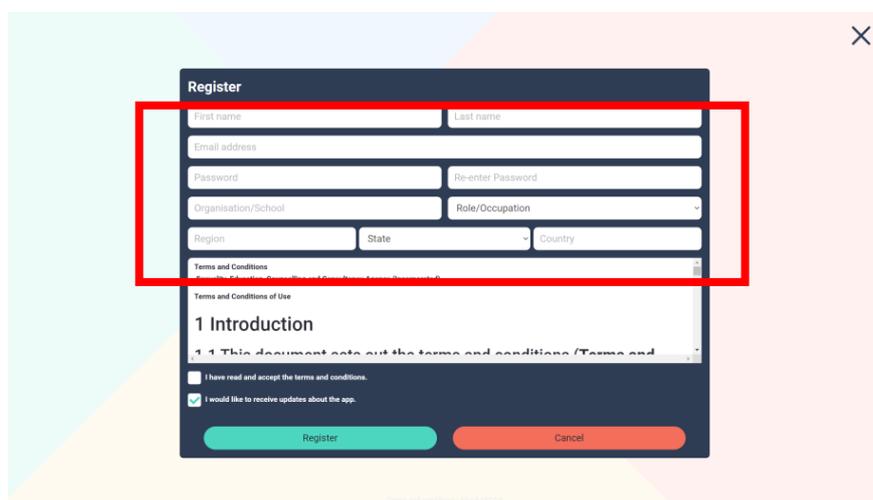
The Registration Process

1. In a new browser window, go to the location to type the *web address* or *URL* and type app.secca.org.au and press ENTER.
2. If you are new to using the SECCA App you will need to click or tap on **Register** at the top right of the screen.

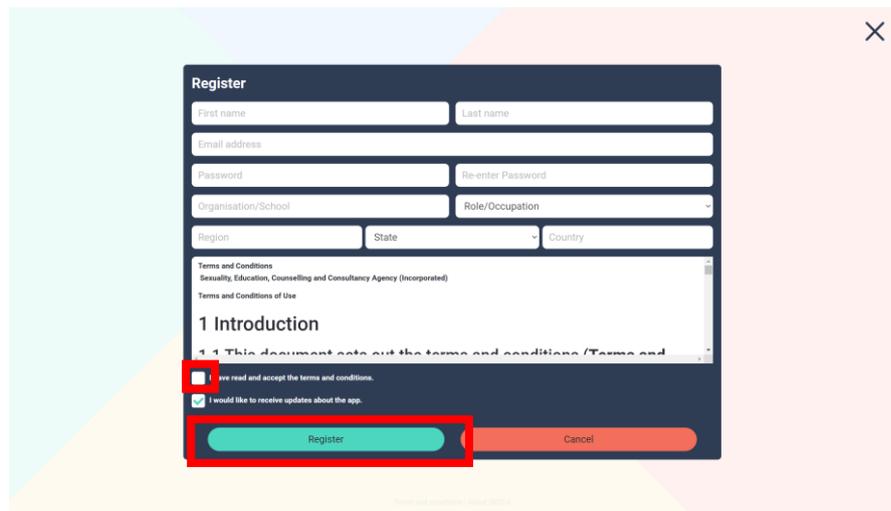


Once you have registered, you can simply select the **Login** button to the right of the **Register** button above and enter your *email address* and *password* and click or tap on **Login** to start using the SECCA App

3. A new webpage or tab will open and will require you to complete the form with your personal details including: *First name*, *Last Name*, *Email address*, *Password*, *Re-enter password*, *Organisation/School*, *Region*, and *Country*. You will also need to click or tap on **Role/Occupation**, and **State** and select the appropriate information.



4. You will need to tap or click or tap on the **box** next to *I have read and accept the terms and conditions* prior to clicking or tapping on **Register**.



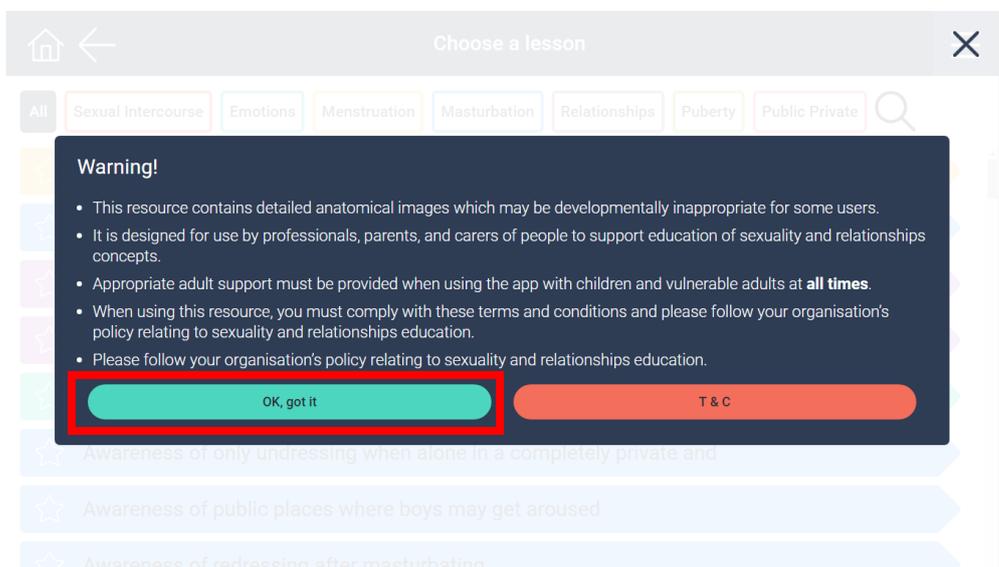
Please ensure you have read and agree to all the *Terms and Conditions* for use of the SECCA App prior to registering as a user.



After registering, you will need to verify your email by clicking a link emailed to your registered email address before you can log in for the first time. This is best done on a computer or iPad as the App will provide a warning (can press X to get out) if attempting to open on a phone.



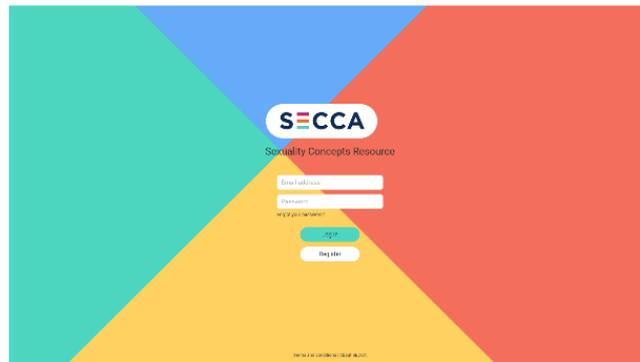
Once you have registered you will be taken directly to the home page of the SECCA App and will give you a warning message with each use to remind you of the core conditions of using the App that you will need to accept to continue. If you agree click or tap on **Ok, got it**.



Full Screen Mode

Computer

1. To ensure the App is full screen, please press F11 on your keyboard.



2. To bring back the menu bar, please press F11 on your keyboard again.

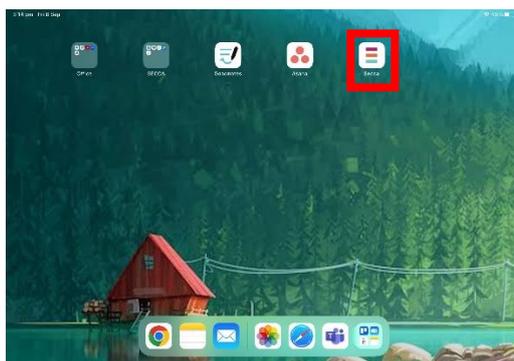


Tablet

1. In Safari, tap on the **upload 'square box with arrow'** button.



2. Select **Add to Home Screen** (you may need to scroll down to see the option).



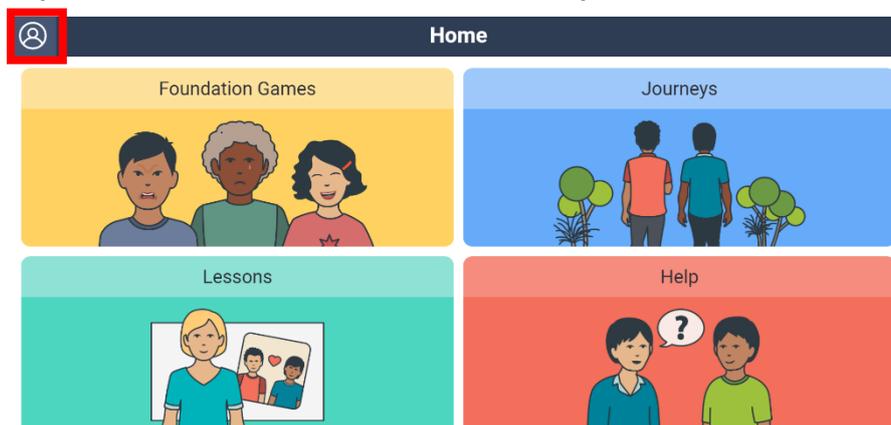
It may ask you to name the icon and click **Add**. The SECCA Logo then appears on your home screen, and you can get directly to the SECCA App in full screen by clicking or tapping on the **SECCA Logo**.

Change Language

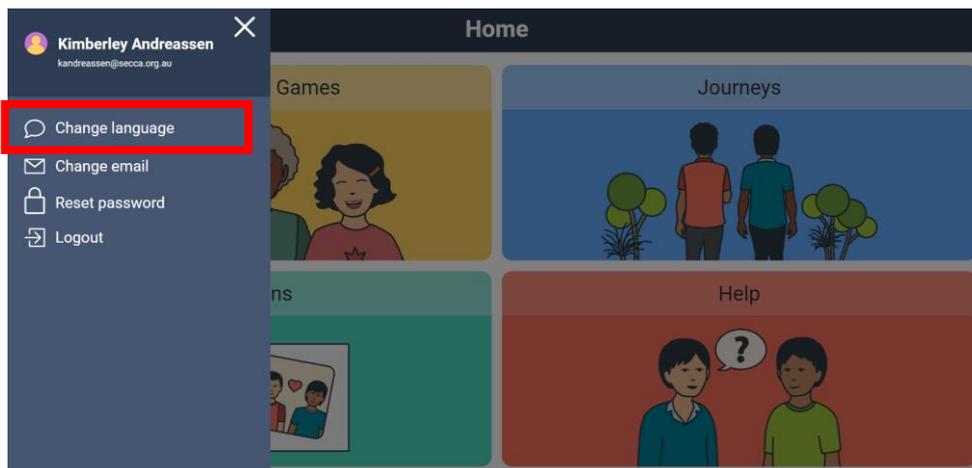


The SECCA App has two choices for language these are English and Kimberley Kriol. By default, the SECCA App is set to English.

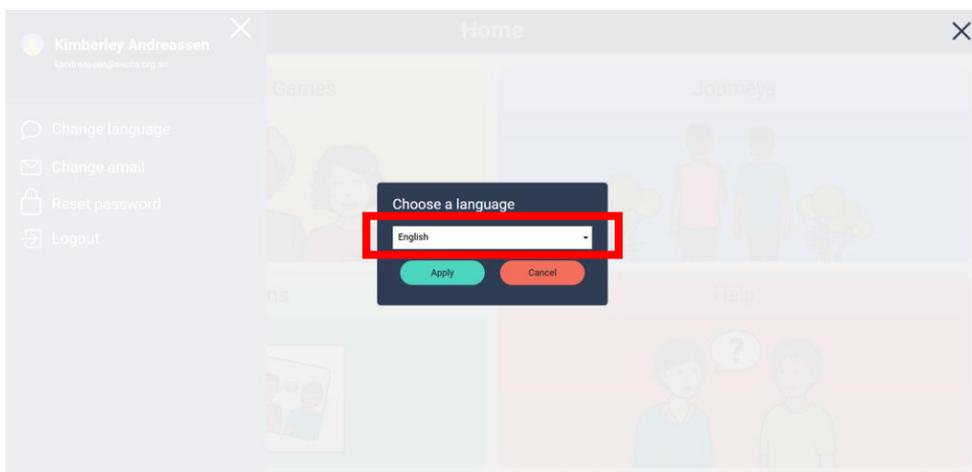
1. Click or tap on the **Account icon** on the top left of the *home* screen.



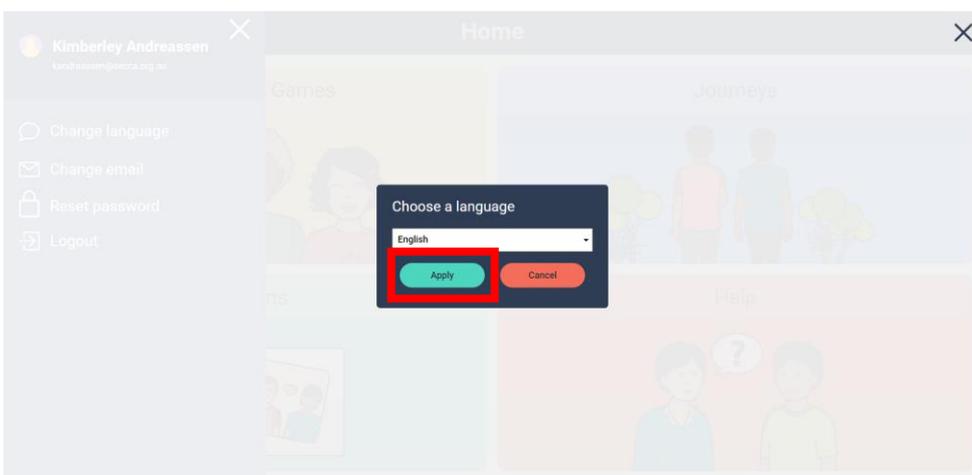
2. Select the option to **Change Language** in the menu.



3. Choose a language using the drop down.

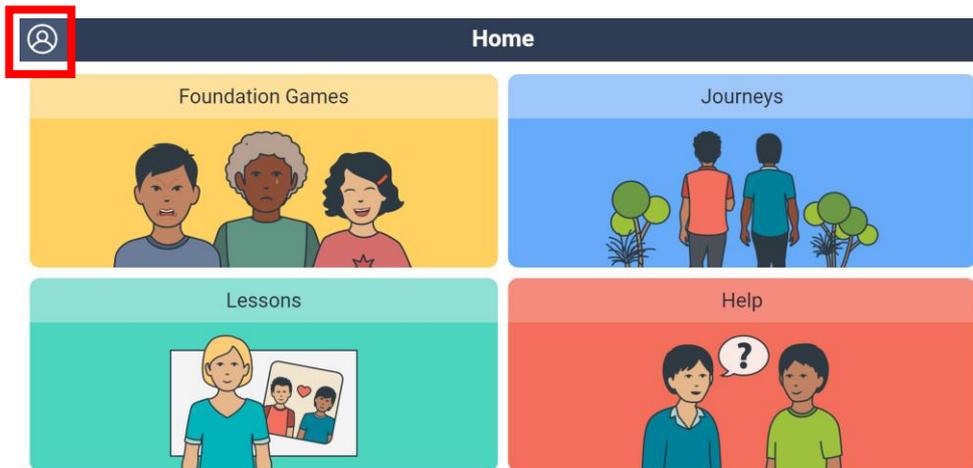


4. Click to tap **Apply**.

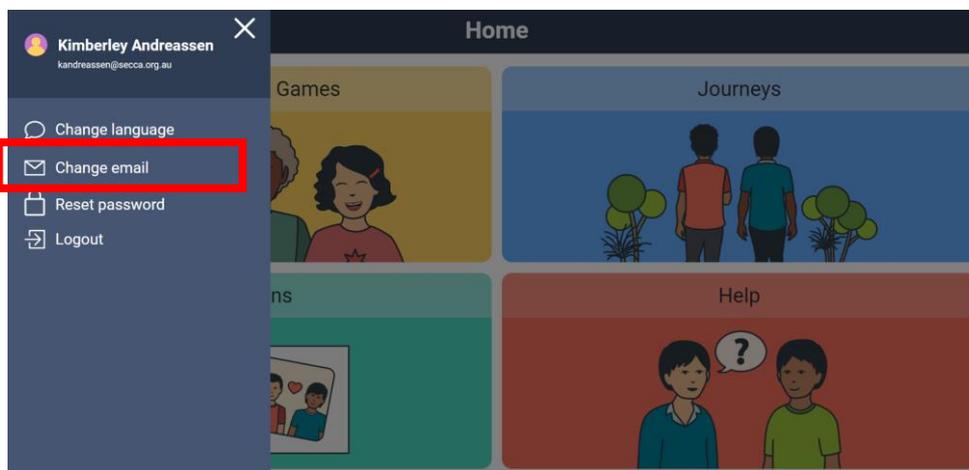


Change Email

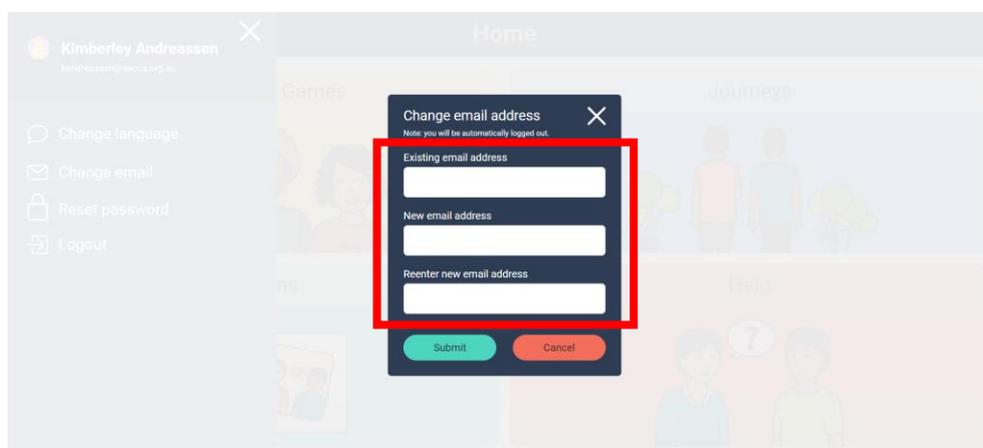
1. Click or tap on the **Account icon** on the top left of the *home* screen.



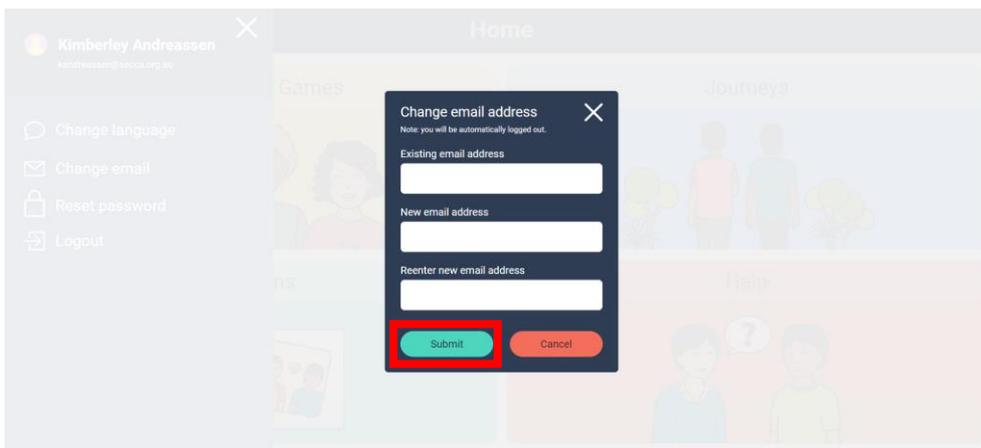
2. Select the option to **Change Email** in the menu.



3. Enter in your *Existing email address*, *New email address*, and then *Reenter new email address*.



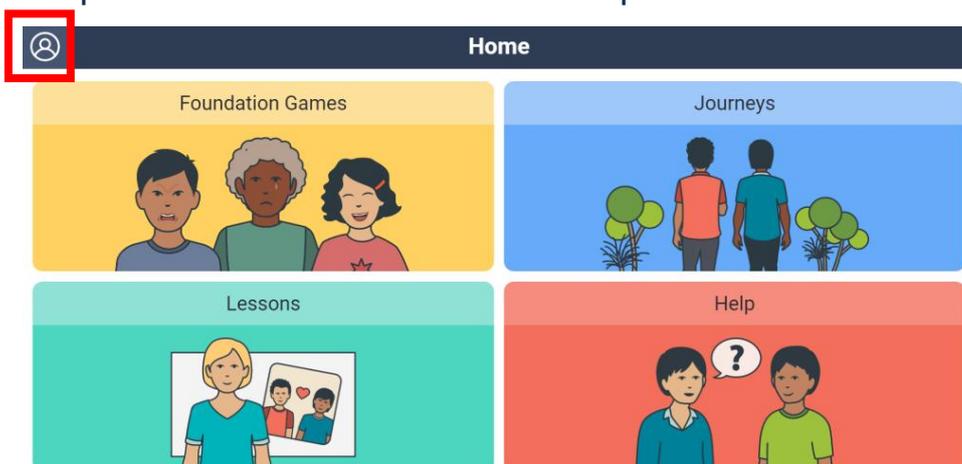
4. Click or tap on **Submit**.



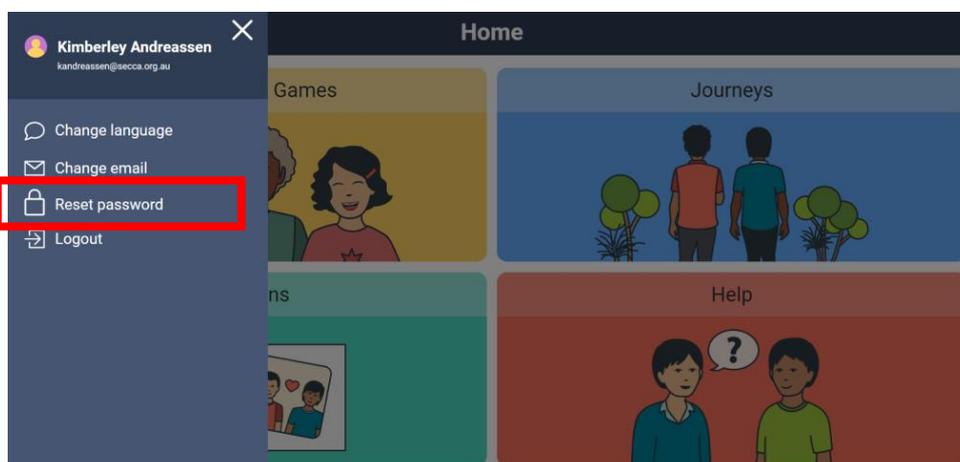
You will be automatically logged out and will need to log back in using the new email address and your password.

Change Password

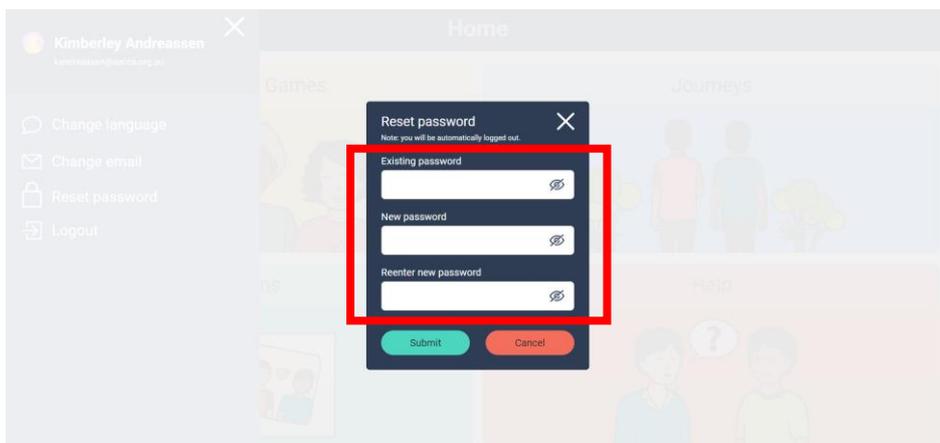
1. Click or tap on the **Account icon** on the top left of the *home* screen.



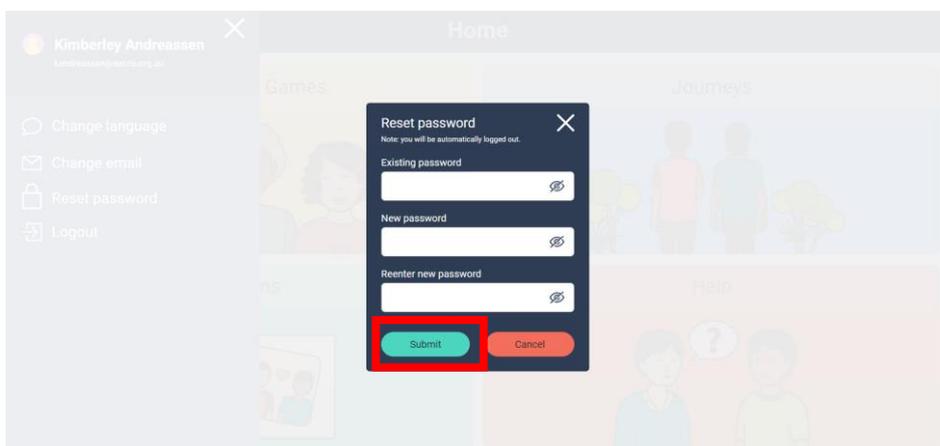
2. Select the option to **Change Password** in the menu.



3. Enter in your *Existing password*, *new password*, and then *reenter new password*.



4. Click or tap on **Submit**.



You will be automatically logged out and will need to log back in using the email address and your new password.

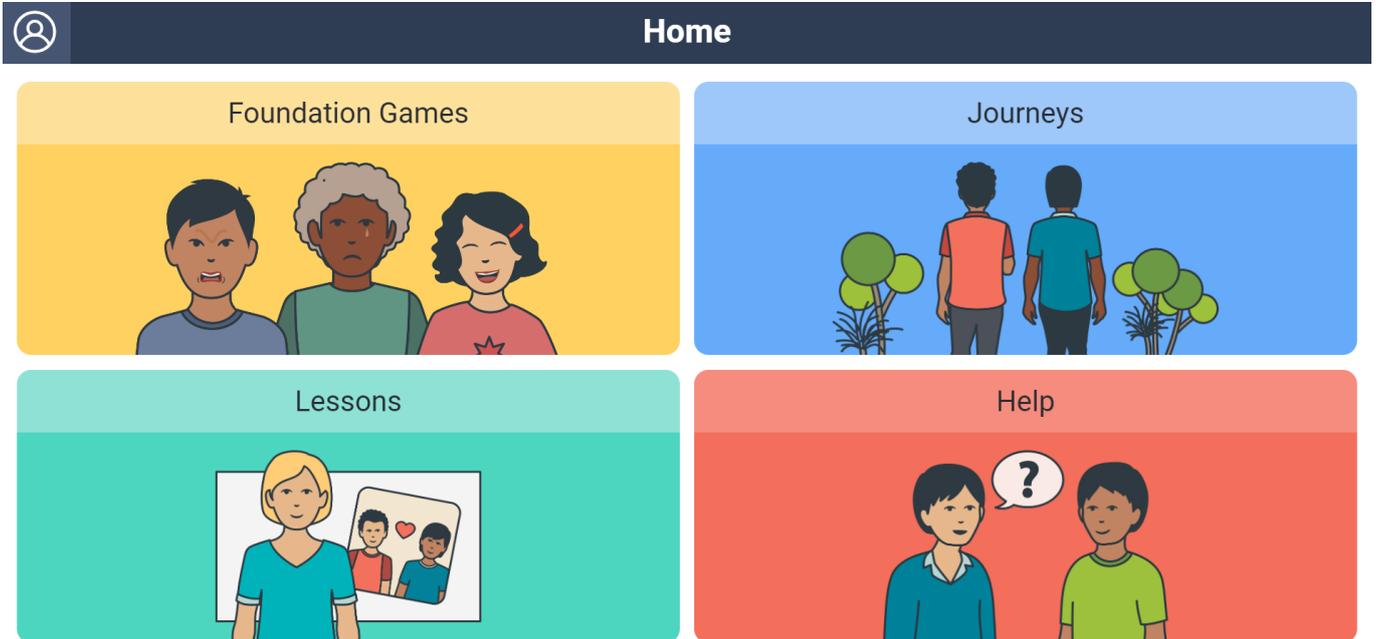


SECCA has used colours in the App that are accessible for as many people as possible. However, a browser extension like [Google Chrome Screen Shader](#) can change how colours look on the screen. This can help the learner make what they see on the screen more accessible for them.

The Home Page



Once you have registered or logged in, a popup message will appear to remind you of the core conditions of using the App that you will need to accept to continue you will be taken to the *Home* page.



1. From the *Home* page you can click or tap to go to:

- a. **Foundation Games** – provide opportunities for assessing and teaching core knowledge prior to introducing Early Concepts lessons,
- b. **Journeys** – provide a structure layout for the teaching of core concepts related to relationships and sexuality including lessons related to these broader concepts,
- c. **Lessons** – predesignated lessons split into Early and Advanced concepts, and different topics and subtopics related to relationships and sexuality education including a lesson description and relevant image tiles, or the
- d. **Help** – a section on the SECCA App website which includes basic guides on how to use the app and progress to creating custom content.

Foundation Games

The Foundations section supports assessment and learning of prerequisite nouns, verbs, and concepts that support access and engagement to the Lessons section of the App. They are also useful to revisit to reinforce a topic, or as a way of concluding the topic taught and confirming relevant knowledge before moving to new topics.

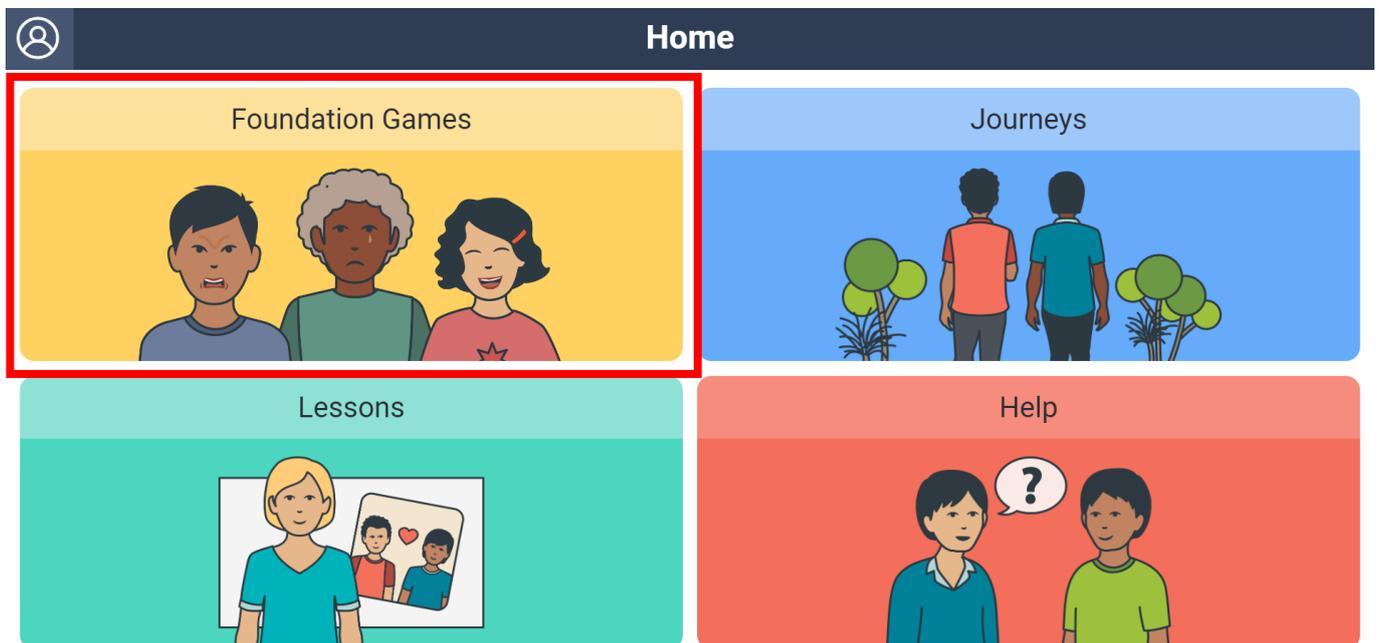


We strongly recommend checking awareness and understanding for each relevant concept area before introducing lessons.

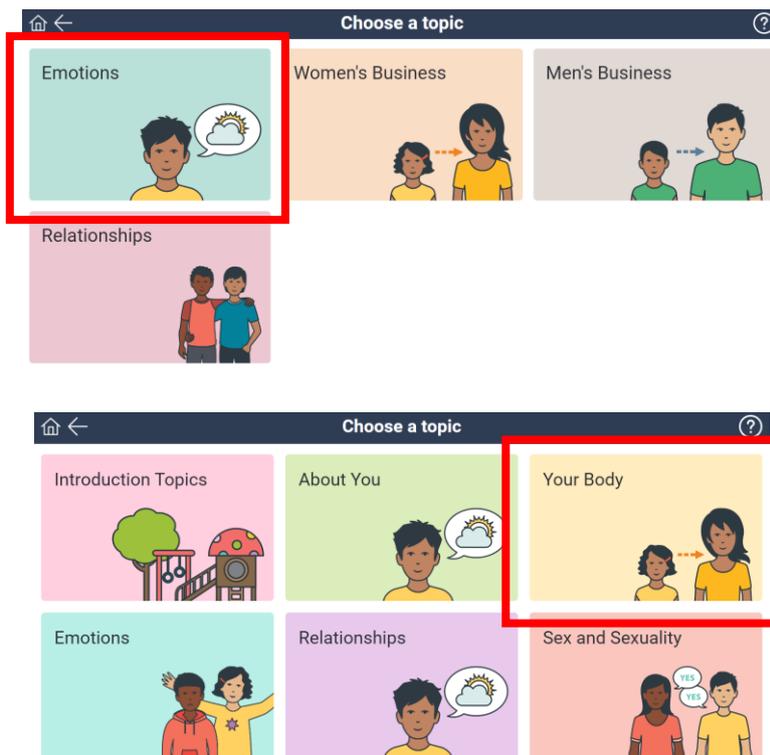
The games and learning activities are designed to accommodate verbal and nonverbal learners. Some are simple and others are a little more difficult.

Tiles can be moved using a touch screen, a mouse, a switch, or eye gaze technology.

1. Select **Foundation Games**.

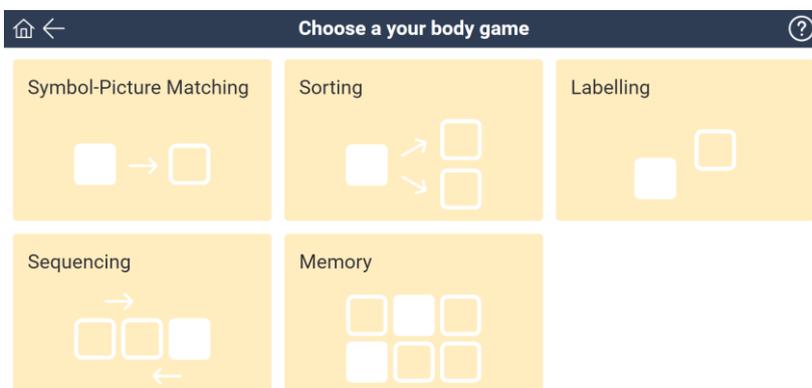


2. Choose a topic (for example in Kimberley Kriol: **Emotions**, in English: **Your Body**).



The following screenshot and examples are when in English, however, the setup for Kimberley Kriol is the same.

3. Choose a *your body game* [note: the title will change depending on the topic chosen] by clicking or tapping on the game you wish to play.

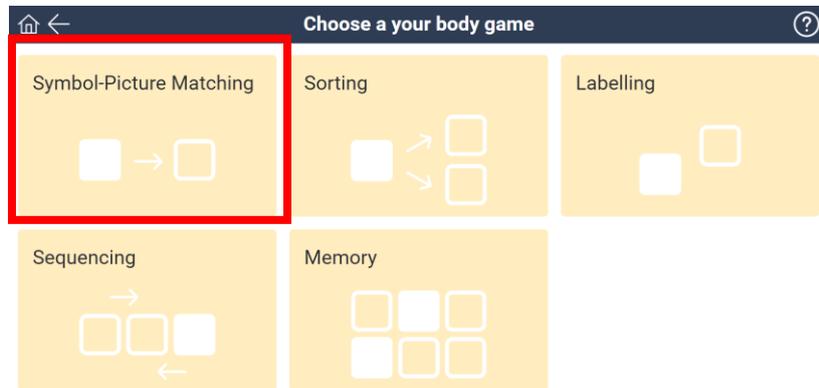


Symbol-Picture Matching

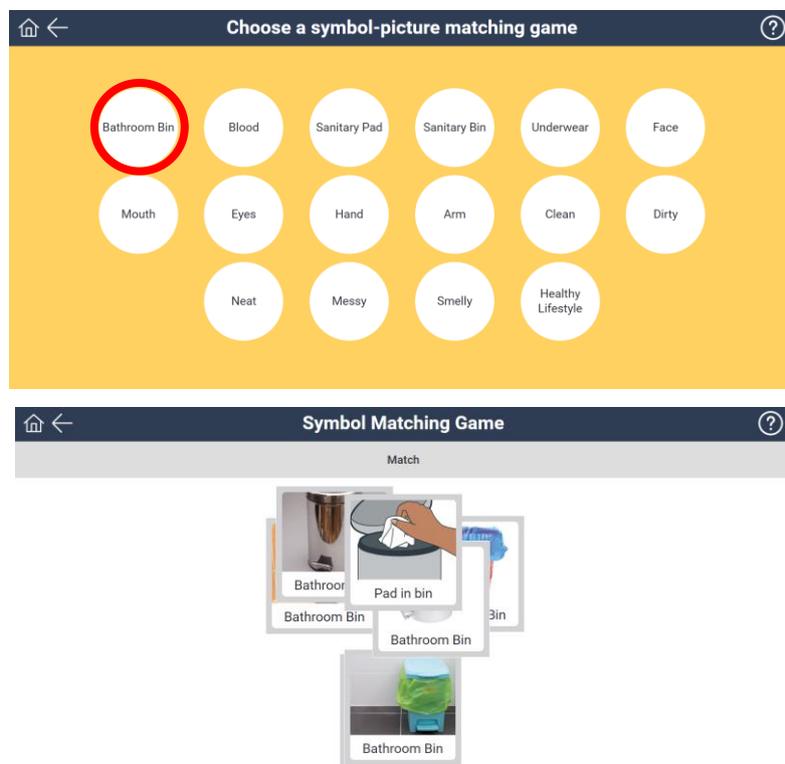


Symbol-Picture Matching is a task to familiarise learners with key illustrations for each concept by matching tiles to a key concept tile.

1. Click or tap on the **Symbol-Picture Matching** game.



2. Choose a symbol-picture matching game [note: the title will change depending on the topic chosen] by clicking or tapping on the game you wish to play (for example: **Bathroom Bin**).



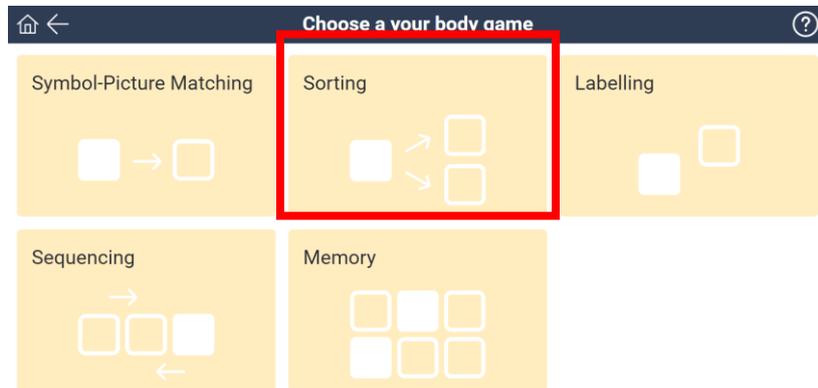
A congratulatory audio message and animation will play when the game has been successfully completed.

Sorting



Sorting is to check discrimination of related yet different ideas.

1. Click or tap on the **Sorting** game.



2. Choose a sorting game [note: the title will change depending on the topic chosen] by clicking or tapping on the game you wish to play (for example: **Blood Water Soap**).



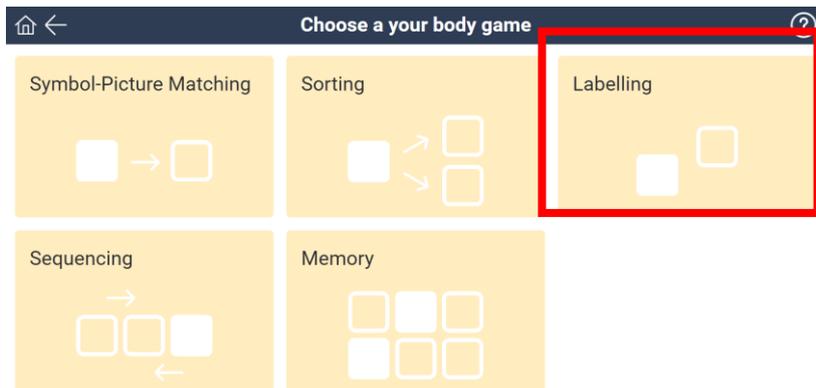
A congratulatory audio message and animation will play when the game has been successfully completed.

Labelling

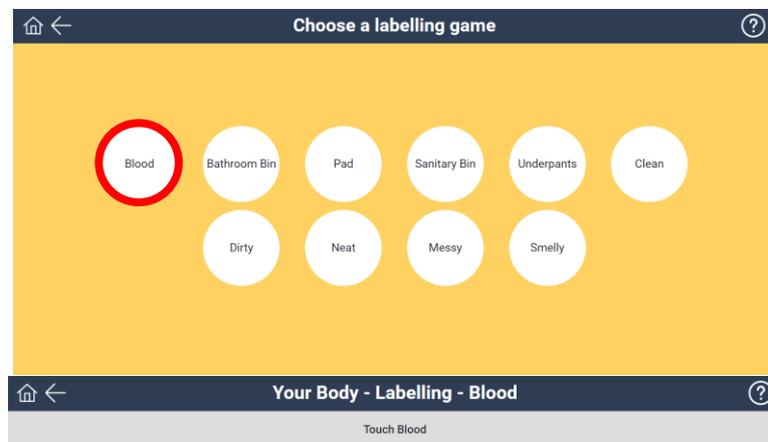


Labelling is to check receptive labelling of key illustrations or images for each concept.

1. Click or tap on the **Labelling** game.



2. Choose a labelling game [note: the title will change depending on the topic chosen] by clicking or tapping on the game you wish to play (for example: **Blood**).



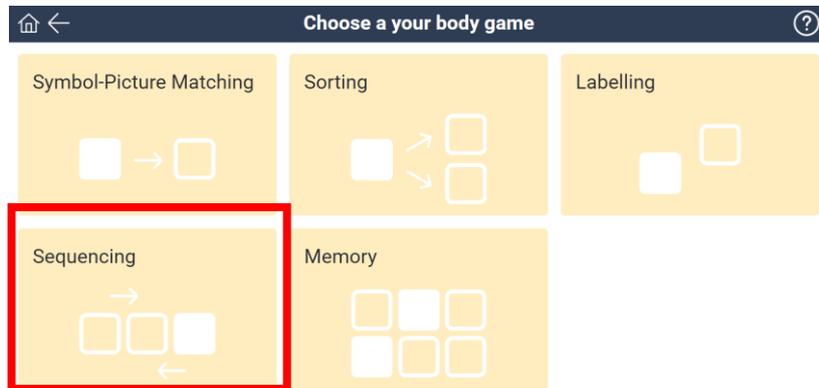
A congratulatory audio message and animation will play when the game has been successfully completed.

Sequencing

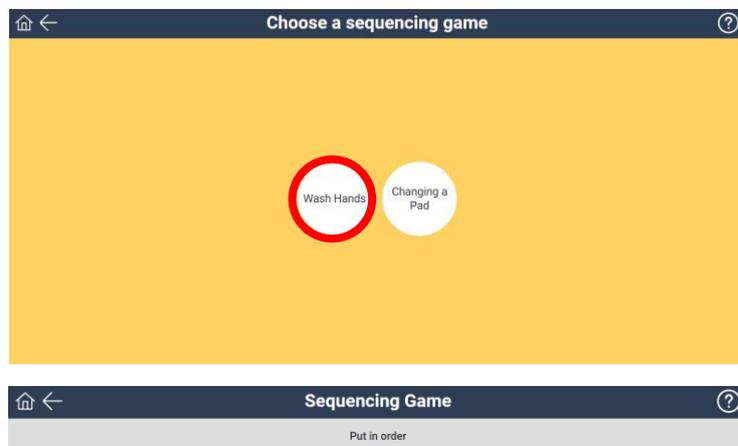


Sequencing aims to get learners to test and recognise the order in which to complete a task successfully.

1. Click or tap on the **Sequencing** game.



2. Choose a sequencing game [note: the title will change depending on the topic chosen] by clicking or tapping on the game you wish to play (for example: **Wash Hands**).



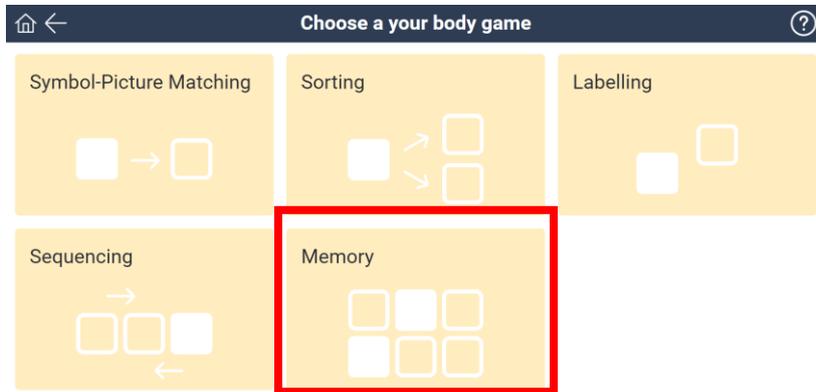
A congratulatory audio message and animation will play when the game has been successfully completed.

Memory

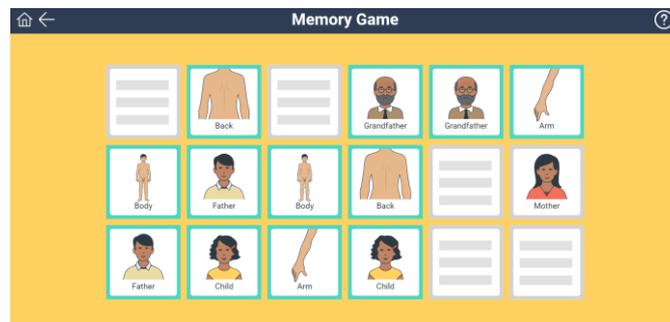


Memory game further encourages differentiation of concepts to ensure learners are comfortable recognising differences and similarities.

1. Click or tap on the **Memory** game.



2. Choose a memory game [note: the title will change depending on the topic chosen] by clicking or tapping on the game you wish to play (for example: **Different Bodies**).



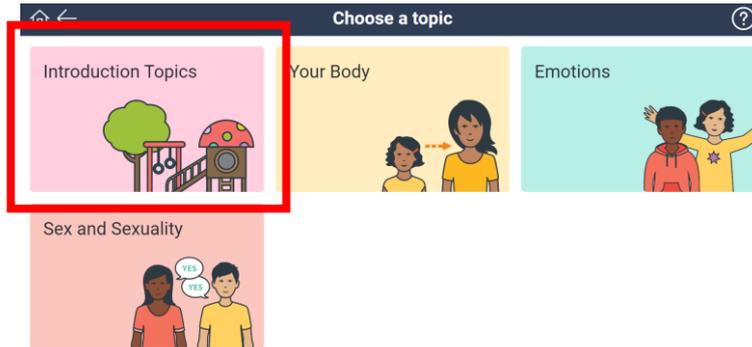
A congratulatory audio message and animation will play when the game has been successfully completed.

Seek and Find

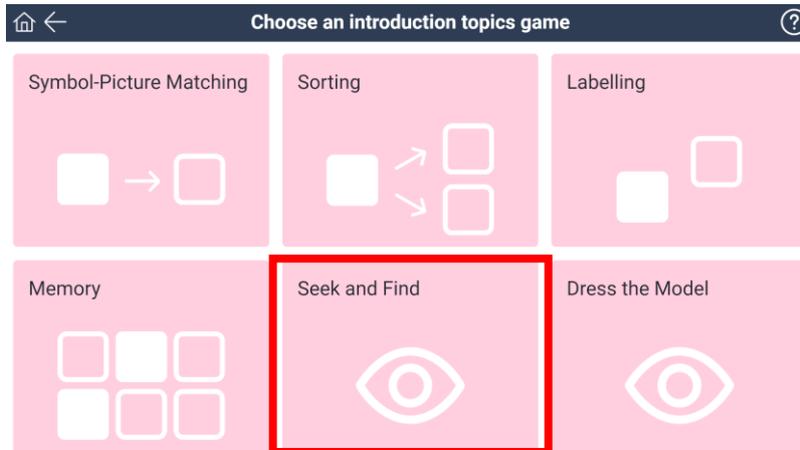


Seek and find in an interactive bathroom scene that can be used to explore the concepts of public and private and provide discussion around what the bathroom is used for.

1. Click or tap on the **Seek and Find** game (for this game it must be: **Introduction Topics** when in English, or **Emotions** when in Kimberley Kriol).



2. Click or tap on **Seek and Find**.



3. Choose **Bathroom Scene**.





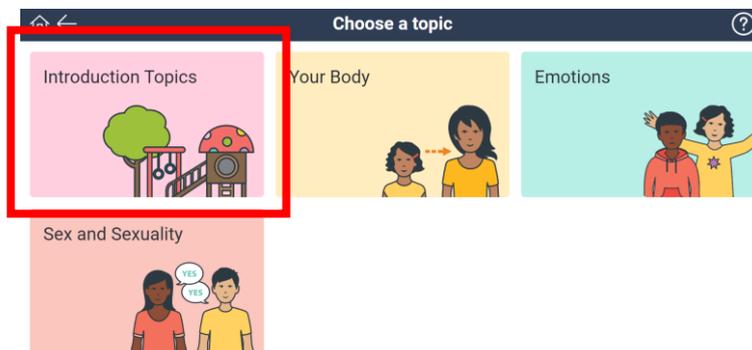
As this game can be played in different forms and has no official end there is NO congratulatory audio message or animation.

Dress the Model

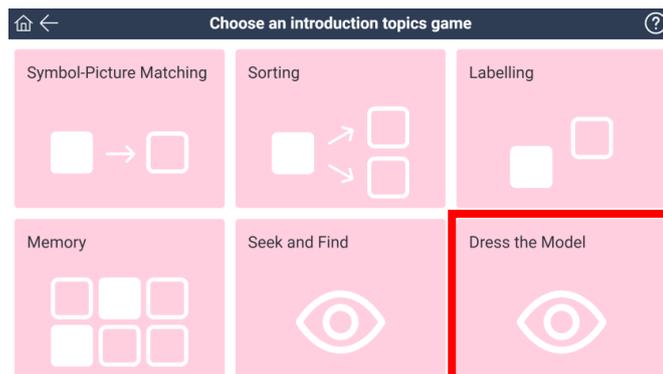


Dress the model aims to get learners to sequence getting dressed for the day and can be used as a discussion point for public and private. It is only found in Introduction Topics.

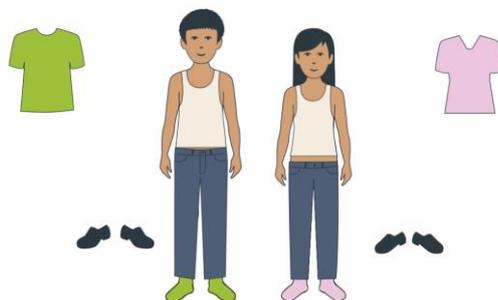
1. Choose a topic (for this game it must be: **Introduction Topics** when in English, or **Women's Business** or **Men's Business** when in Kimberley Kriol).



2. Click or tap on **Dress the Model**.



3. Click or tap on **Dress the People**.



A congratulatory audio message and animation will play when the game has been successfully completed.

Lessons

The lessons are arranged into different concepts, topics, and subtopics depending on the language selected these are:

<i>Language</i>	<i>Concept</i>	<i>Topic</i>	<i>Subtopic</i>
English	Early Concepts	Introduction Topics	Public and Private
			Consent
			Your Rights
		About You	Being Yourself
			Gender
			Sex and Sexuality
		Your Body	Puberty
			Menstruation
			Hygiene
			Self-Care
		Emotions	Feelings
			Communication Skills
			Problem Solving
			Safety
		Relationships	Types of Relationships
			Healthy Relationships
			Unhealthy Relationships
			Developing Relationships
	Sex and Sexuality	Consent	
		Masturbation	
		Sexual Activities	
	Advanced Concepts	Introduction Topics	Public and Private
			Consent
			Your Rights
			You and the Law
		About You	Being Yourself
			Gender
			Sex and Sexuality
		Emotions	Feelings
			Communication Skills
			Safety
		Relationships	Types of Relationships
			Healthy Relationships
			Unhealthy Relationships
			Developing Relationships
			Dating
Getting Married			
Sex and Sexuality		Consent	
		Sexual Activities	
		Safer Sex	
		Contraception	
		Unplanned Pregnancy	
		Pleasure	
		STIs	
		Masturbation	
Health	Health Checks		
	Physical Health		
	Mental Health		
	Menopause		
Parenting	Pregnancy		
	Having Children		
	Children's Needs		

		Internet Safety	Using the Internet
			Sexting
			Online Dating
			Pornography
			Online Safety
		Going to Work	Applying for a Job
			Before Work
			After Work
			At Work
			Work Responsibilities
Kimberley Kriol	Early Concepts	Emotions	
		Women's Business	
		Men's Business	
		Relationships	



Lessons can be completed in any order, however, SECCA may have recommendations in the *lesson description* for foundational knowledge required by the learner prior to completing the lesson.



The following screenshot and examples are when in English, however, the setup for Kimberley Kriol is the same.

1. Select Lessons.

The screenshot shows the 'Home' screen of the SECCA app. It features four main categories: 'Foundation Games', 'Journeys', 'Lessons', and 'Help'. The 'Lessons' category is highlighted with a red box. Below the 'Home' screen is a 'Choose a lesson' screen with a search bar and a list of lesson topics. The 'Lessons' category is highlighted with a red box.

Home Screen Categories:

- Foundation Games (Yellow background, illustration of three people)
- Journeys (Blue background, illustration of two people walking)
- Lessons (Teal background, illustration of a person pointing to a board)
- Help (Red background, illustration of two people with a question mark)

Choose a lesson Screen:

Search bar: Select concepts... Select topic... Select subtopic... Search... Clear

- ☆ Appropriate frequency of masturbation
- ☆ Awareness of appropriate appearance for meeting people
- ☆ Awareness of basic emotions
- ☆ Awareness of feelings in different situations
- ☆ Awareness of redressing after masturbating
- ☆ Awareness of stages of developing a sexual relationship
- ☆ Awareness of the benefits of friendship
- ☆ Awareness of when is a good time to masturbate
- ☆ Being gay, lesbian or bisexual
- ☆ Being yourself



All lessons will display in this list, Early concept lessons will display first in alphabetical order, then Advanced concept lessons in alphabetical order.

1. This button takes you back to the [Home Page](#) of the App.
2. This button will take you back to the *Choose a Lesson* screen.
3. The title of the lesson.
4. A short description of the lesson, also referred to as the '*lesson description*'
5. Confirms if the lesson is *Early Concepts* or *Advanced Concepts*
6. Confirms the *Topic* of the lesson.
7. Confirms the *Subtopic* of the lesson.
8. This button allows you to duplicate the lesson and make edits to the (3) title, (4) short description, (5) concept, (6) topic, (7) subtopic, (10) tiles within the lesson.
9. This button lets you access a *Help* box for the screen you are on.
10. This section contains all the tiles available during the lesson.
11. This button will take you out of the app, for this lesson it takes you to a **Lesson Plan**. Other lessons may link to a relevant **Resource**.
12. This button allows you to **Start** your lesson and get to the lesson board.

Filtering for Lessons

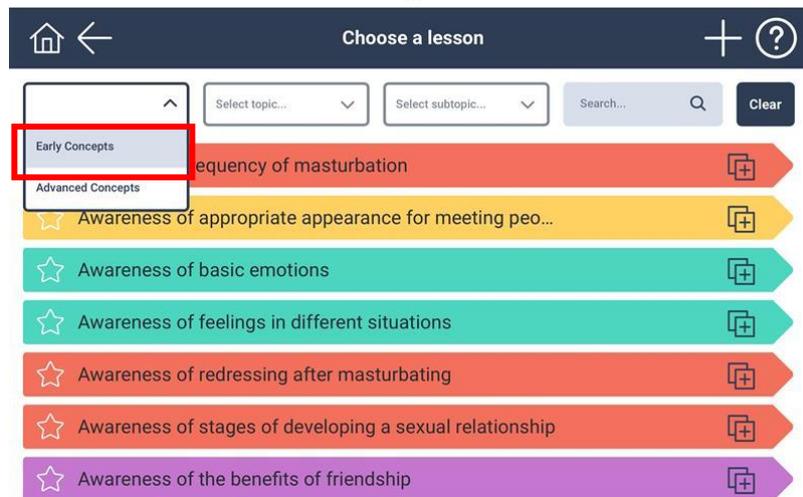


On the *Choose a lesson* screen, there is the capacity to filter by concept, topic and subtopic. It must be filtered in this order.

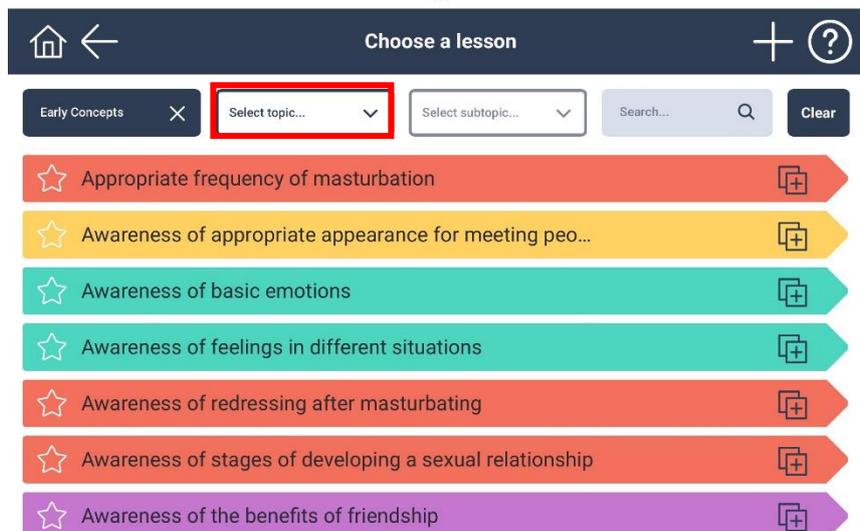
1. Click or tap on **Select concepts...**



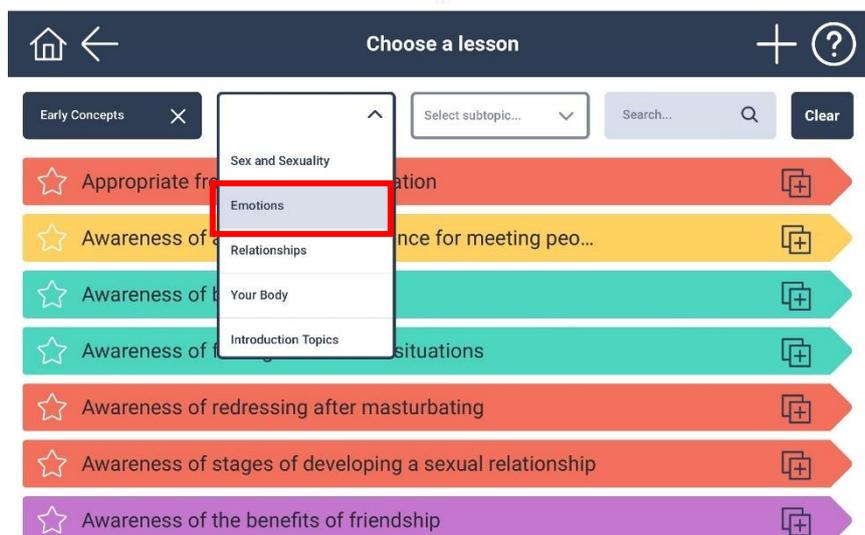
2. Select (for example: **Early Concepts**).



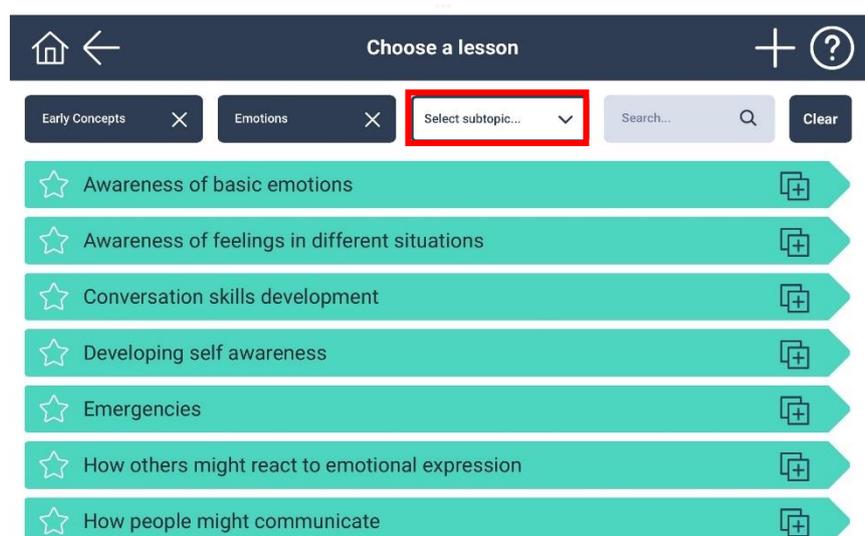
3. Click or tap on **Select topic...**



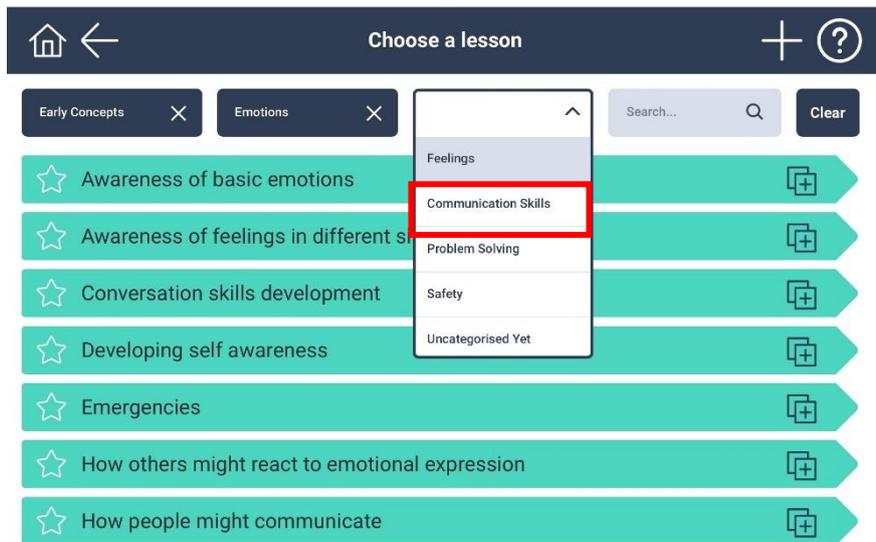
4. Select (for example: **Emotions**).



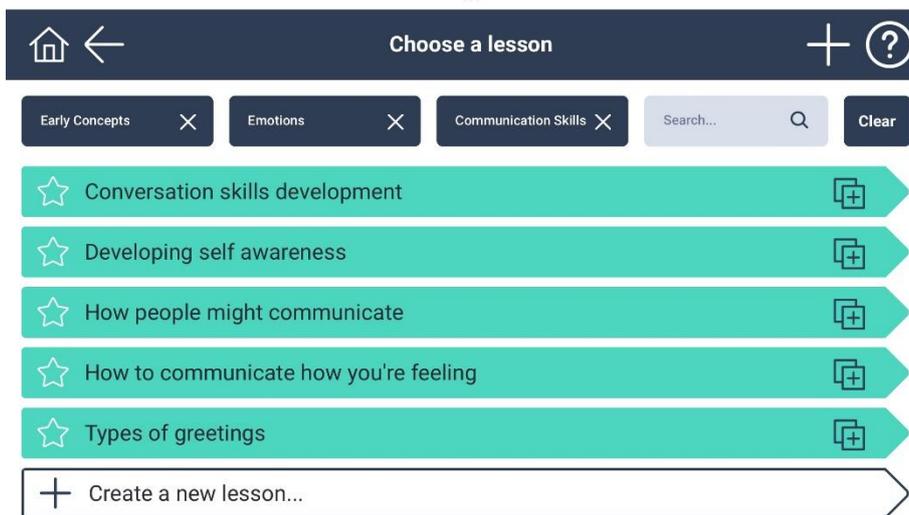
5. Click or tap on **Select subtopic...**



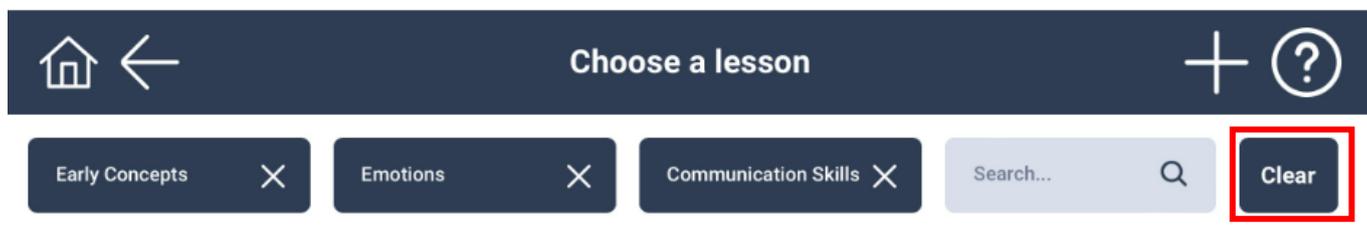
6. Select (for example: **Communication Skills**).



7. Only lessons that are under this concept, topic, and subtopic now display.



8. If you wish to change your selection, click or tap on the appropriate filter, or select **Clear** to remove all filters.

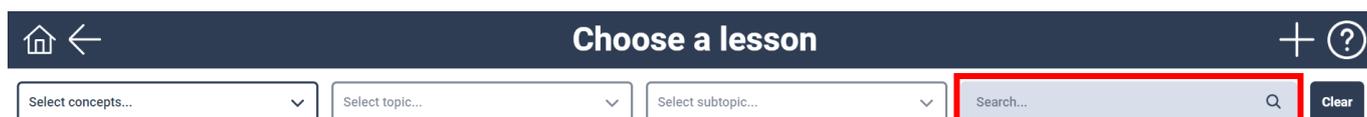


Searching for Lessons



On the *Choose a lesson* screen, there is the capacity to search for key words or lessons.

1. Click or tap on **Search...**

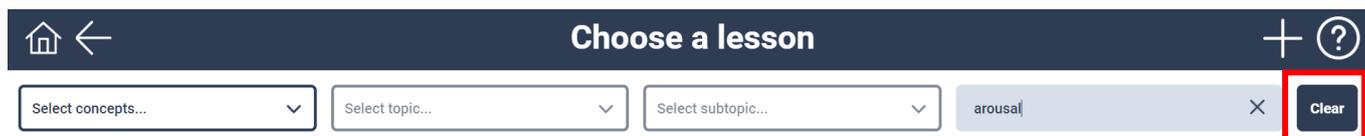


2. Type a key word in, for example: AROUSAL.



Only lessons that are linked to this key word will now display.

3. If you wish to change your search, type over your keyword, or select **Clear** to bring up all lessons.



The screenshot shows the top navigation bar with a home icon, a back arrow, and the title 'Choose a lesson'. Below the navigation bar are three dropdown menus labeled 'Select concepts...', 'Select topic...', and 'Select subtopic...'. To the right of these is a search input field containing the text 'arousal' and a 'Clear' button. The 'Clear' button is highlighted with a red rectangular box.

Saving Lessons

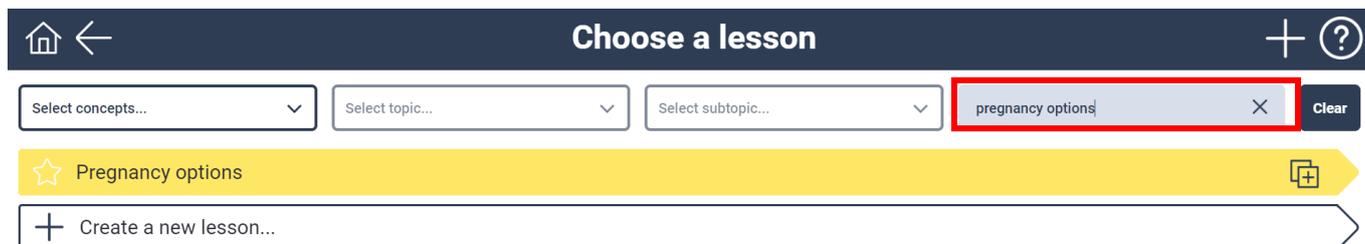


If you have lessons that you regularly use, you can 'favourite' these lessons (no limit to the number you can 'favourite') and this will ensure they are shown at the top of the *Choose a lesson* screen.



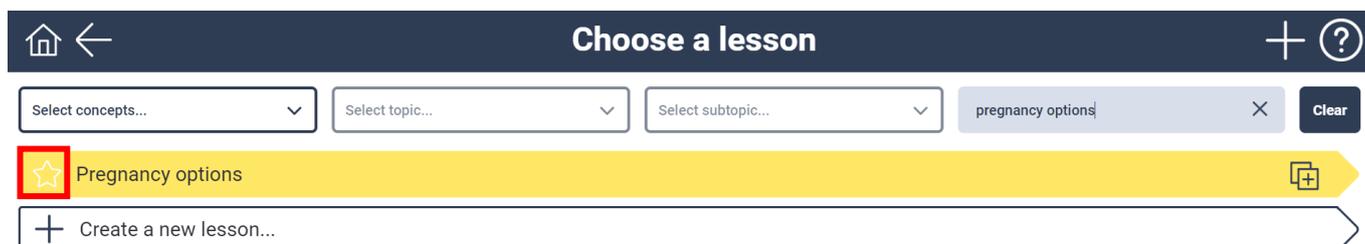
You may have to refresh the website or log out and back in to see your 'favourite' lesson show at the top of the *Choose a lesson* screen.

1. Locate the lesson you wish to save, for example: **Search...** for PREGNANCY OPTIONS.

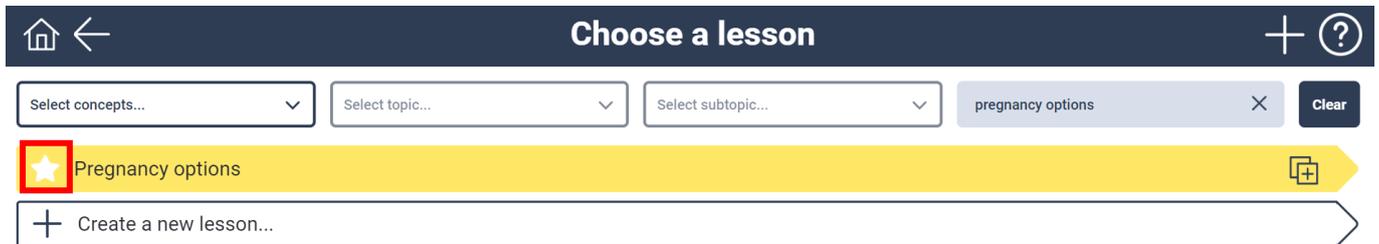


The screenshot shows the 'Choose a lesson' search interface. The search bar contains the text 'pregnancy options' and is highlighted with a red rectangular box. Below the search bar, a yellow bar displays 'Pregnancy options' with a star icon on the left and a plus icon on the right. Below the yellow bar is a white bar with a plus icon and the text 'Create a new lesson...'.

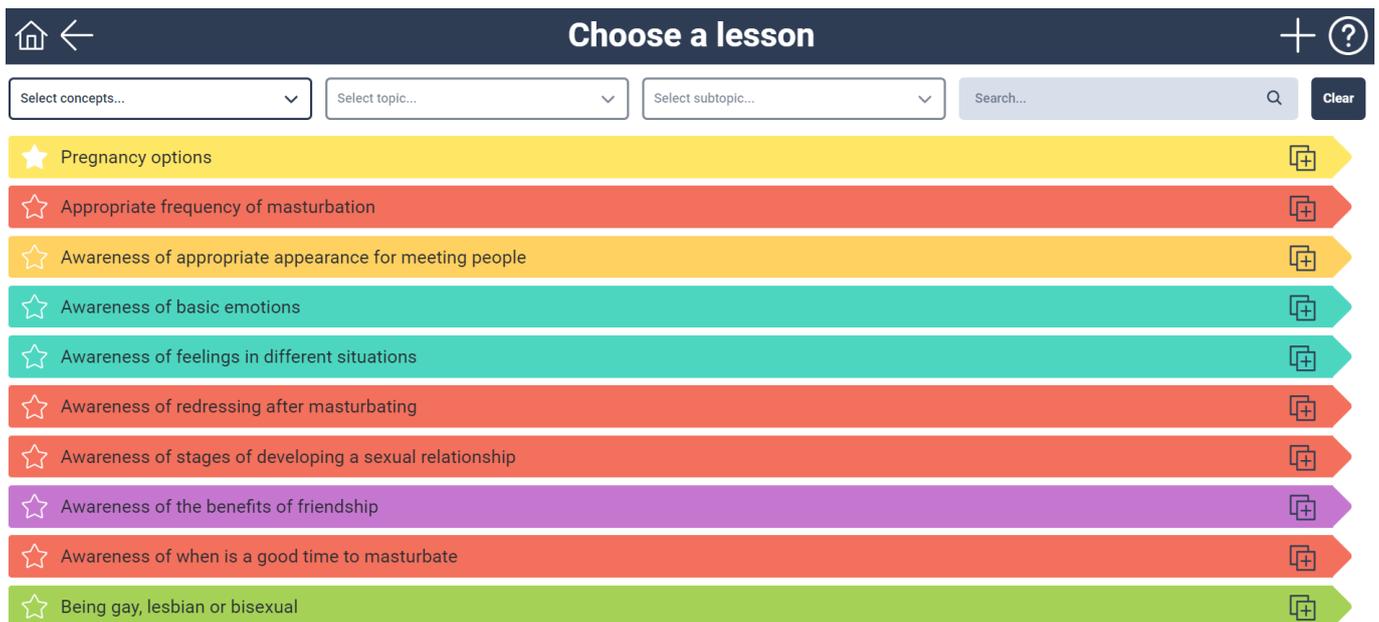
2. Click or tap the **star** icon.



The screenshot shows the 'Choose a lesson' search interface. The search bar contains the text 'pregnancy options'. Below the search bar, a yellow bar displays 'Pregnancy options' with a star icon on the left, which is highlighted by a red rectangular box, and a plus icon on the right. Below the yellow bar is a white bar with a plus icon and the text 'Create a new lesson...'.



The **star** icon will now be filled in with white colour indicating you have saved the lesson as your favourite, and it will now show up at the top of your *Choose a lesson* screen.



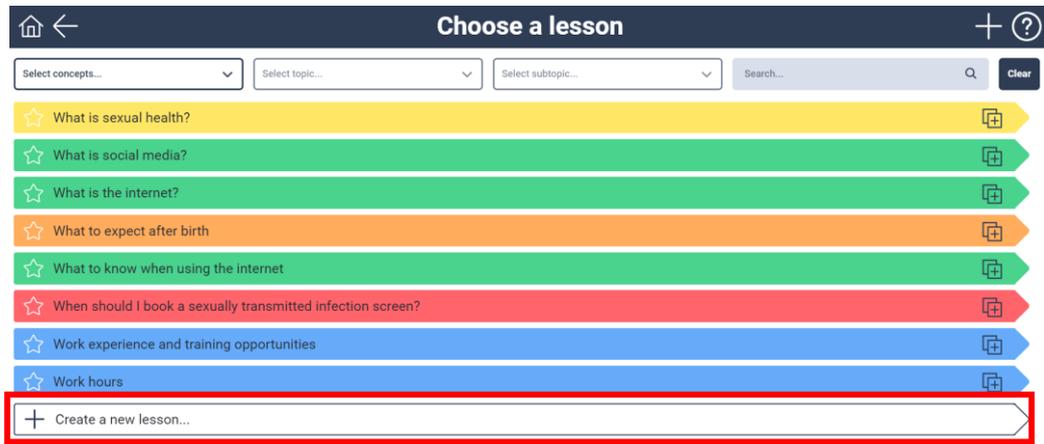
You can click or tap on the **star** icon at any point to unsave the lesson and it will no longer show at the top of the *Choose a lesson* screen.

Creating a new Lesson

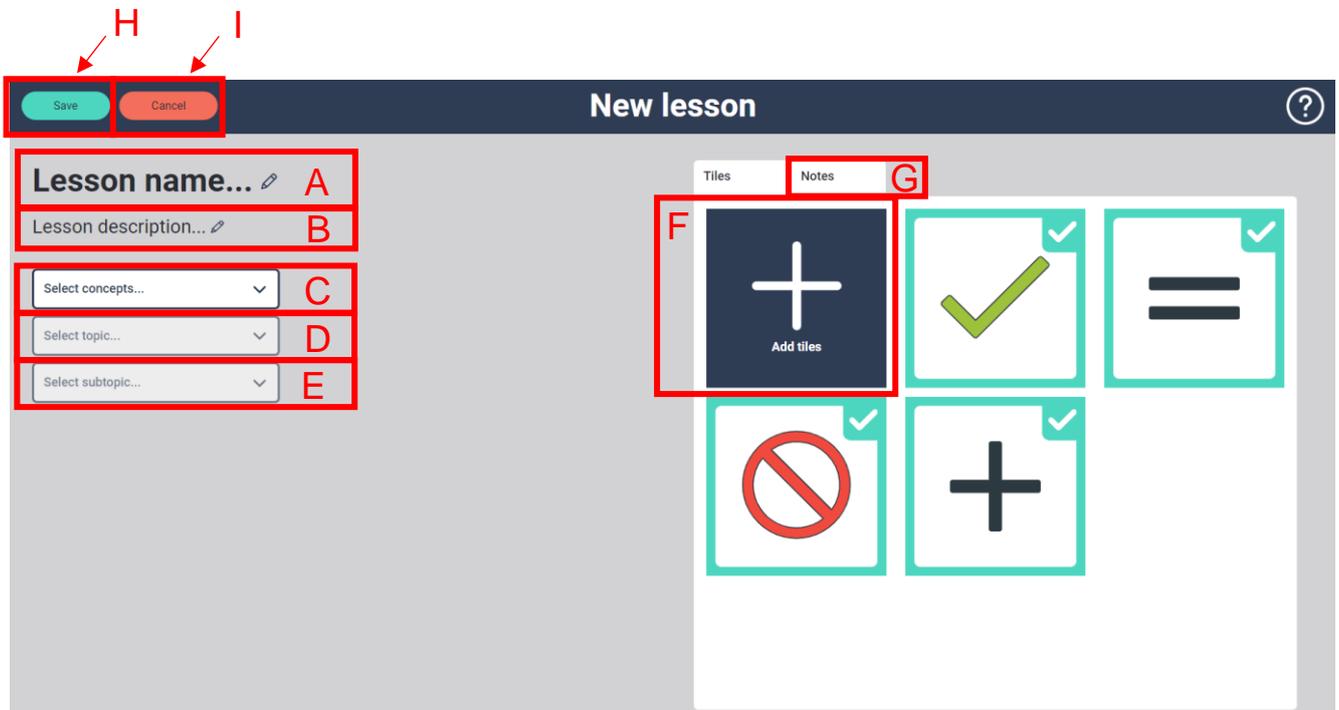
1. There are two ways to create a completely new lesson:
 - a. Click the plus '+' icon at the top right of the *Choose a lesson* screen.



- b. Click on the **+ Create a new lesson...** bar at the bottom of all the lessons.

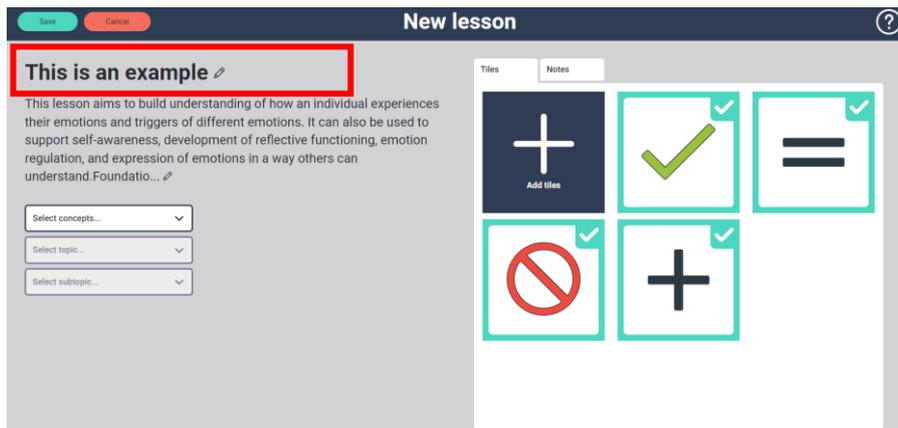


Either option to create a *new lesson* will bring up a blank lesson screen laid out the same as a standard lesson as shown below.

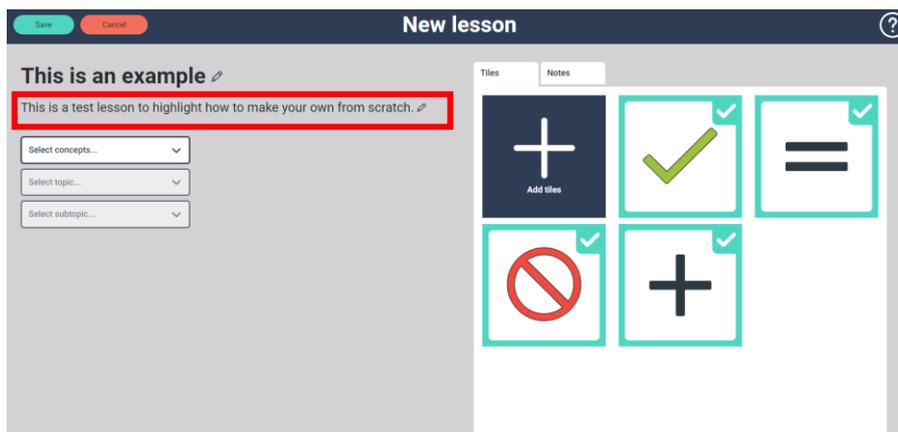


1. The blank lesson can now be built to suit.

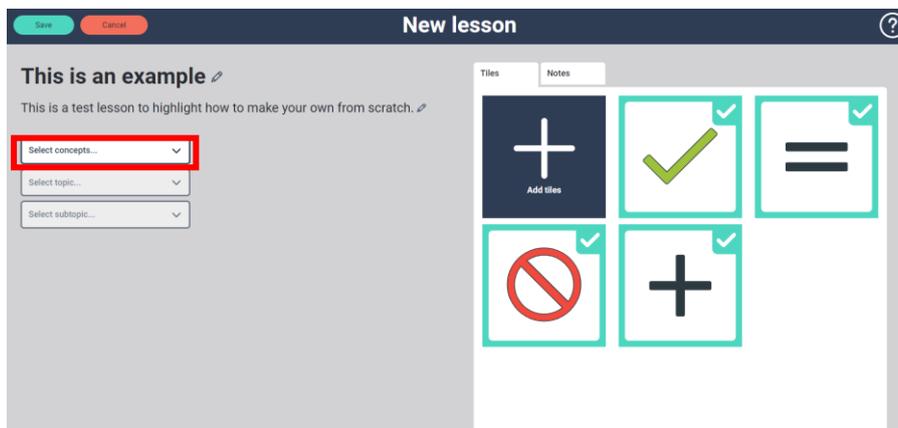
- A. Click or tap on the lesson title and start typing a title for your lesson, for example: THIS IS AN EXAMPLE

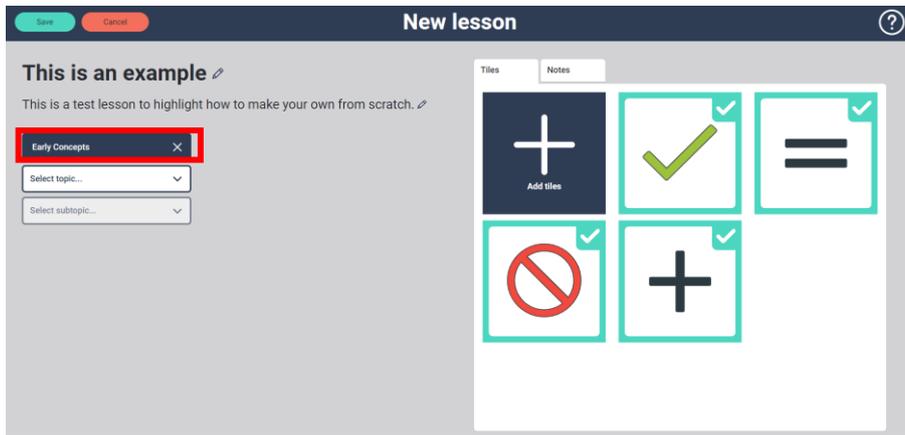


- B. Click or tap on the lesson description text, delete the existing text and start typing a description of your lesson, for example: THIS IS A TEST LESSON TO HIGHLIGHT HOW TO MAKE YOUR OWN FROM SCRATCH.

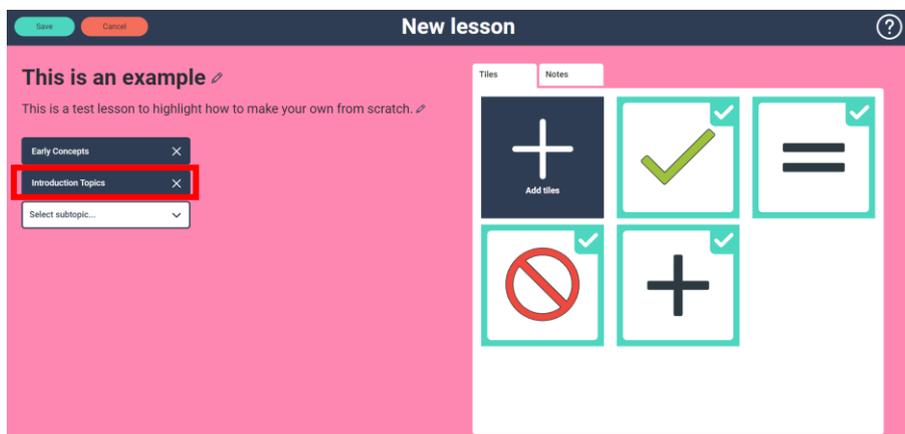
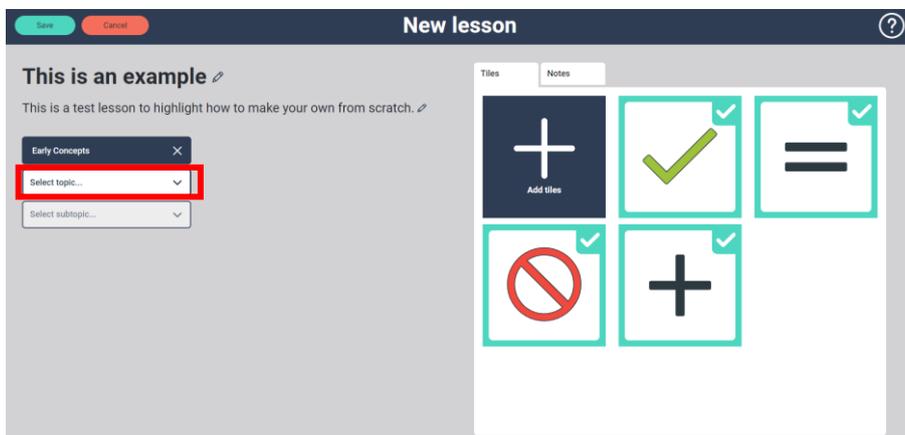


- C. Click or tap **Select concepts...** select an appropriate concept for your lesson, for example: **Early Concepts**.



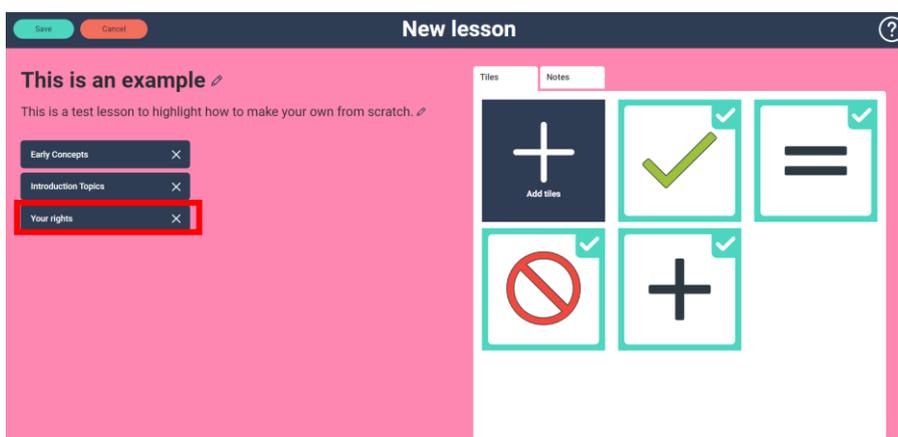
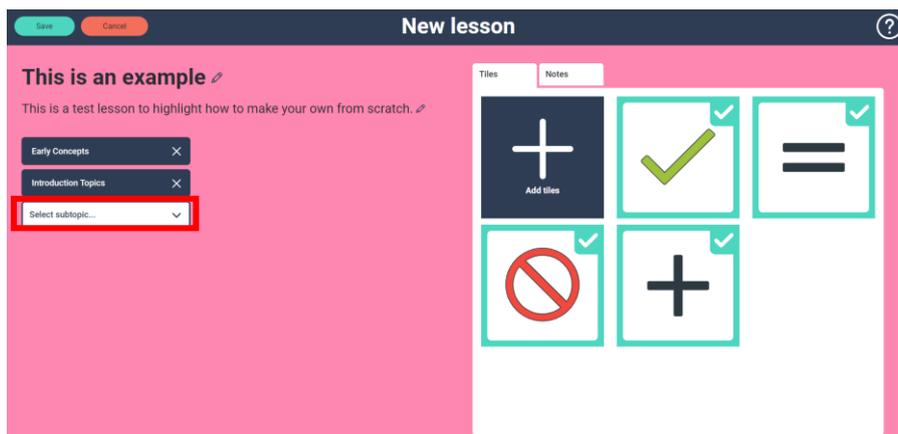


D. Click or tap **Select topic...**select an appropriate concept for your lesson, for example: **Introduction Topics**.



The lesson screen will change colour to match the Topic selected. See the start of the lesson section in this document for the colour scheme.

- E. Click or tap **Select subtopic...** select an appropriate concept for your lesson, for example: **Your rights**.

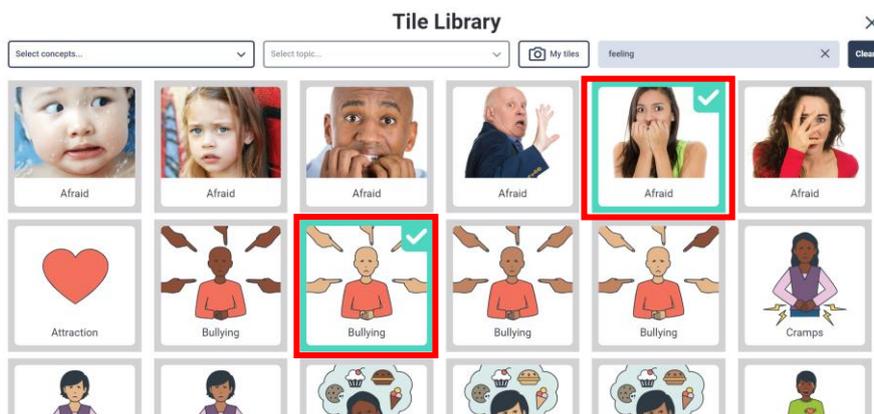


- F. You are now ready to choose the tiles for your lesson. Click or tap on **Add tiles**.
- The *Tile Library* will now display and can be filtered by **Select concepts...** and **Select topic...** (see Filtering for lessons instructions above) or by typing a key word in **Search...** (see Searching for lessons instructions above).



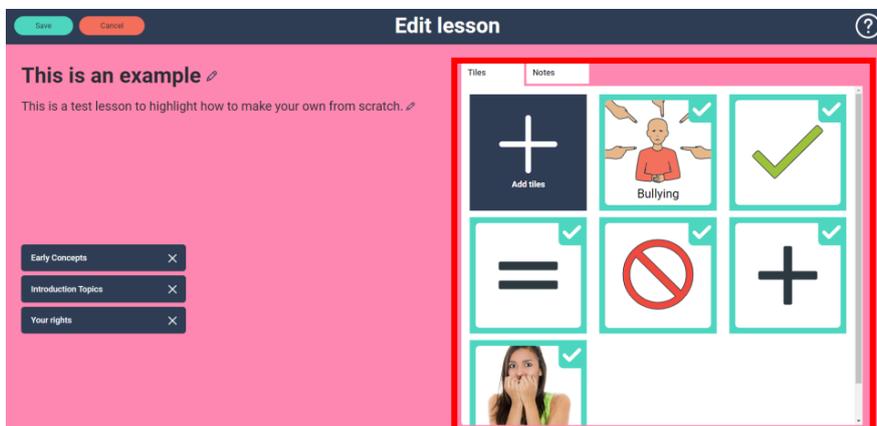
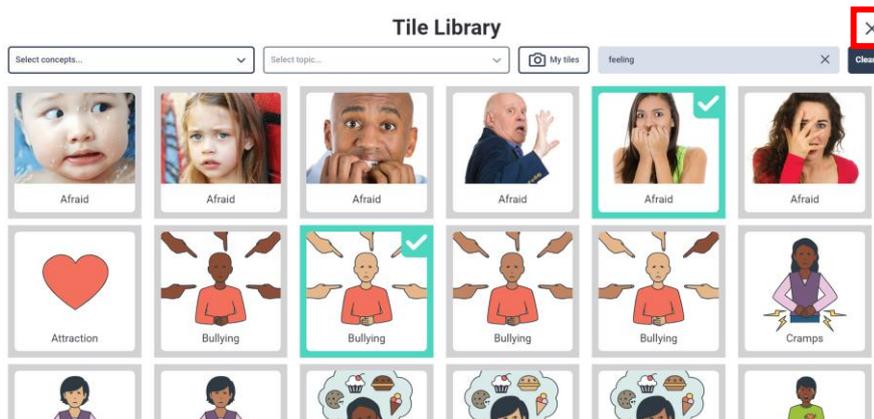
To activate the **Search...** function you will need to hit ENTER after typing in your key word.

- ii. Once you have found a tile you wish to add, click or tap on the tile. You will know it is selected as a green square with a tick in the right-hand corner will be displayed.

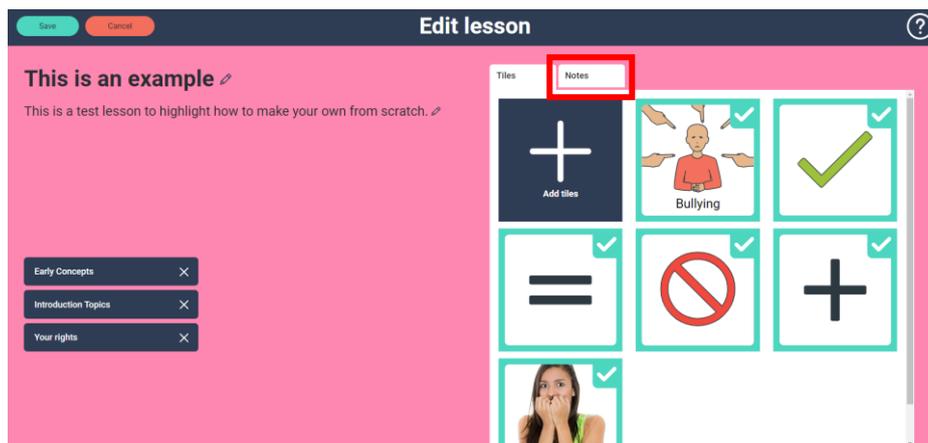


You can do multiple searches or filters and it will remember the tiles you have selected.

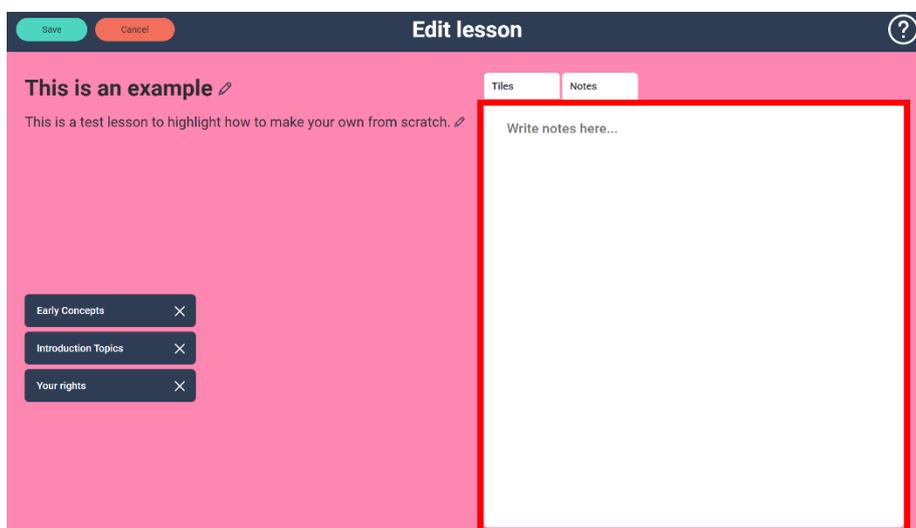
- iii. Click or tap on the **X** to save your tile selections and be taken back to the *Edit lesson* screen.



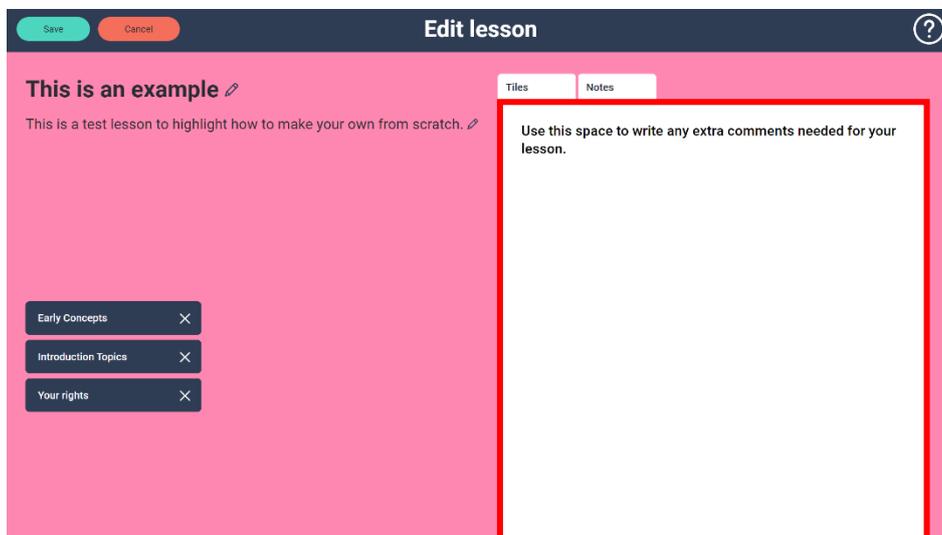
- G. If you wish to add any additional comments on your lesson you can click or tap on **Notes** tab to open a blank tab to write any extra comments in.



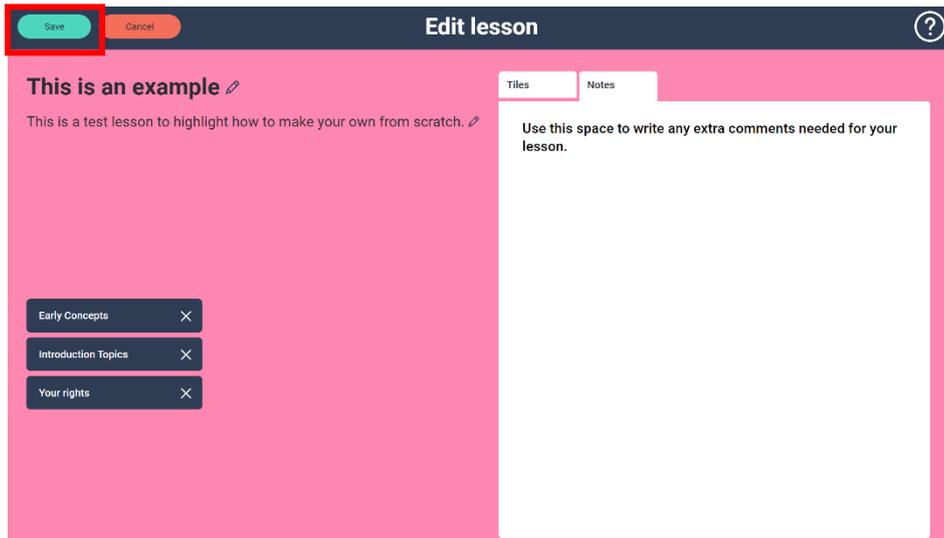
- i. Click or tap anywhere in the *Write notes here...* field



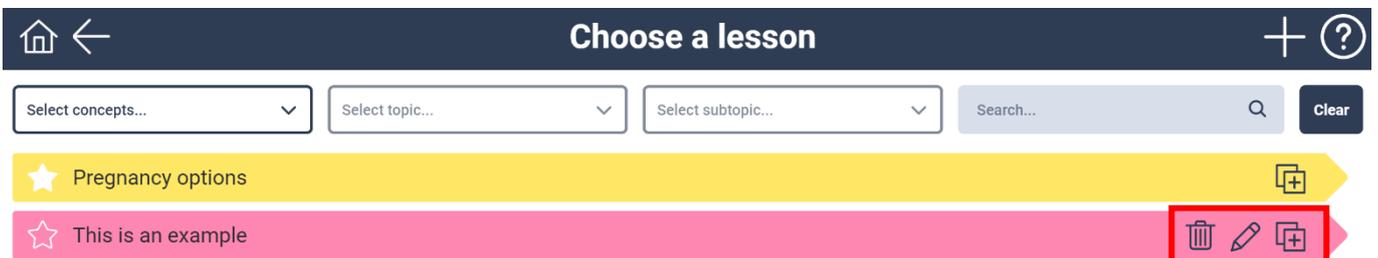
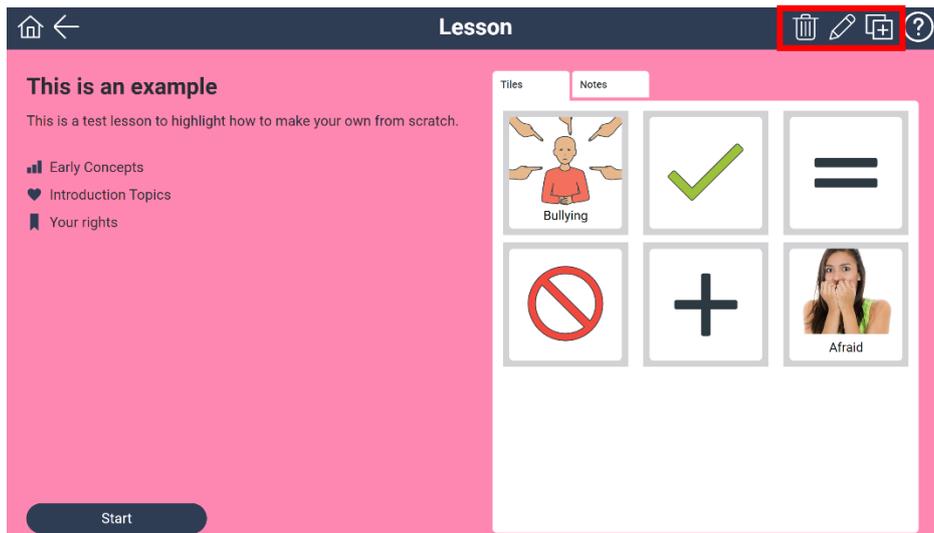
- ii. Type your notes using a keyboard. For example: **USE THIS SPACE TO WRITE ANY EXTRA COMMENTS NEEDED FOR YOUR LESSON.**



I. Once you are happy with your lesson set up, you can hit **Save**.



Once saved you can delete using the **Trashcan** icon, edit using the **Pencil** icon, or duplicate using the **two boxes with the +** icon. This can be done either in the *lesson* itself (top right) or on lesson bar on the *Choose a lesson* screen (right hand side of bar).

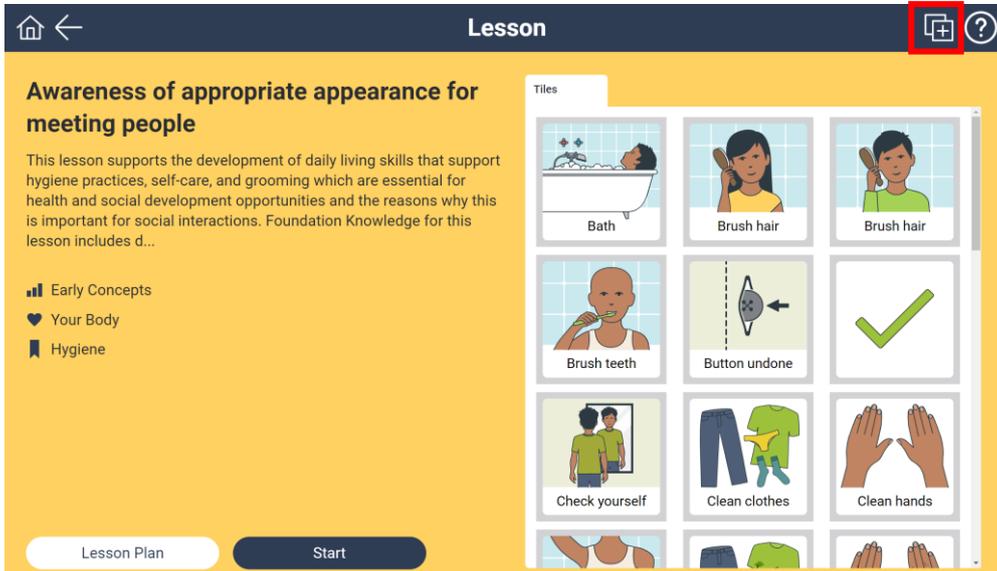


Once the lesson has been saved it will display on your *Choose a lesson* screen, it will show under any of your currently 'favourite' lessons. No one else can see this lesson except yourself and SECCA Admin.

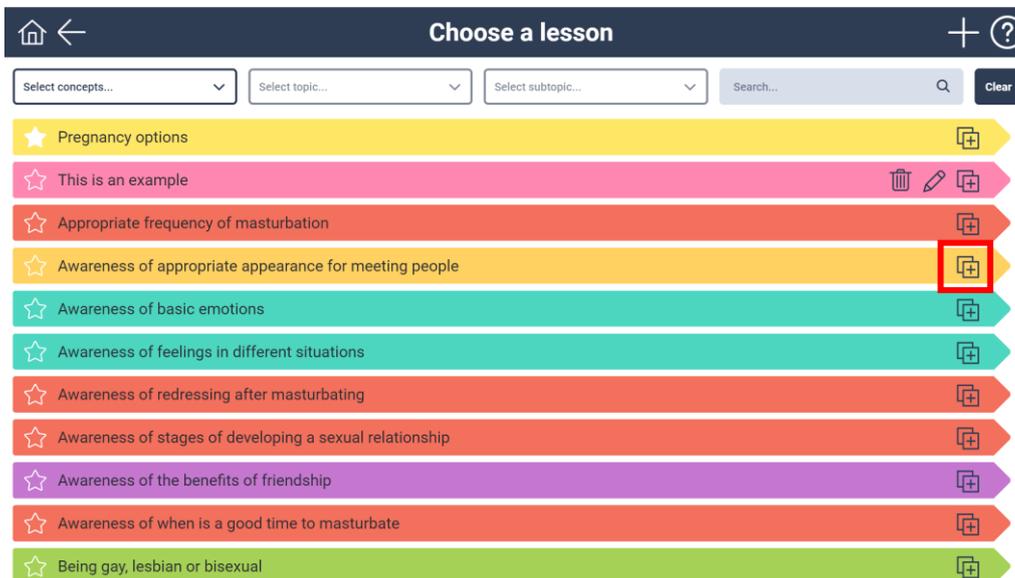
Duplicating Lessons

1. There are two ways to duplicate a current lesson:

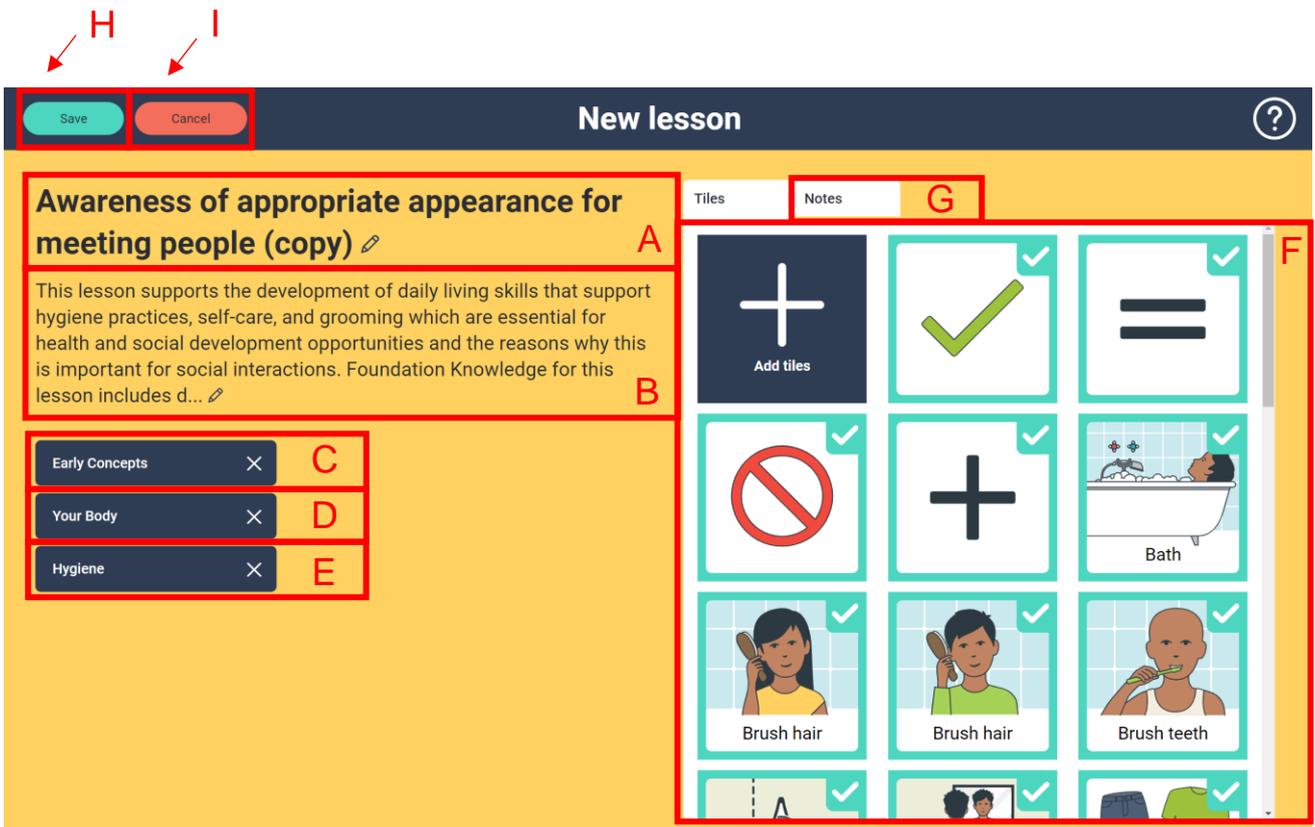
1. Click the plus '+ in two squares' icon at the top right of the *lesson* screen when you have opened a lesson.



2. Click on the '+ in two squares' icon on the lesson you wish to duplicate when on the *Choose a lesson* screen.

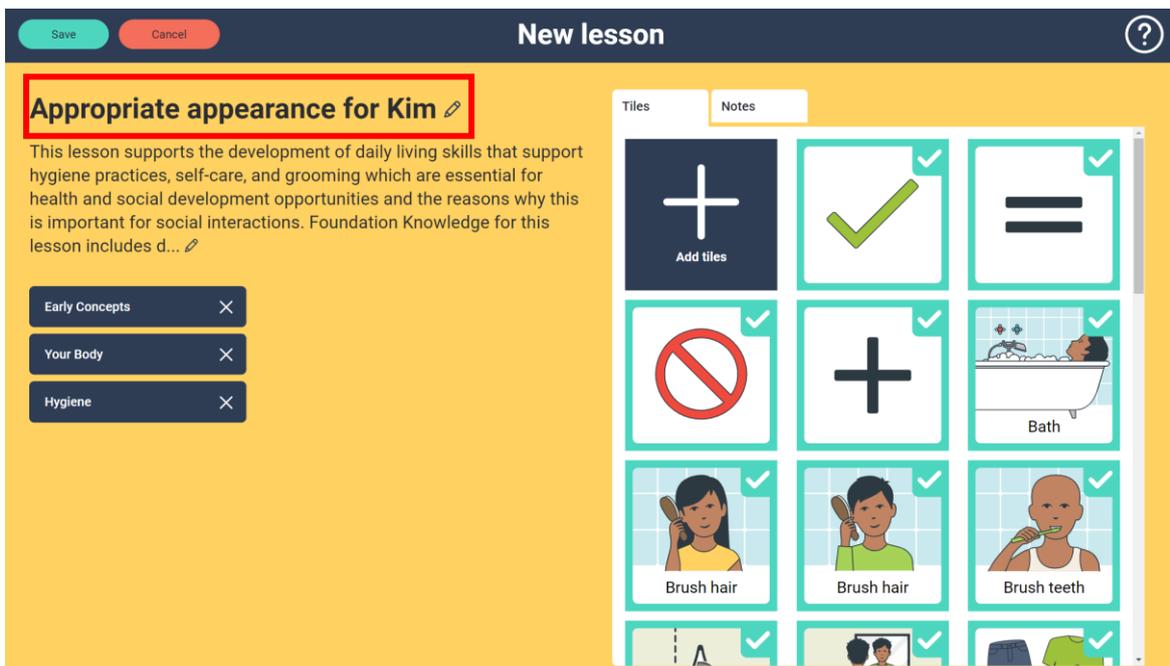


Either option to duplicate and bring up a *new lesson* that is the exact same as the one you duplicated, except the title will have '(copy)' written after the lesson title name.

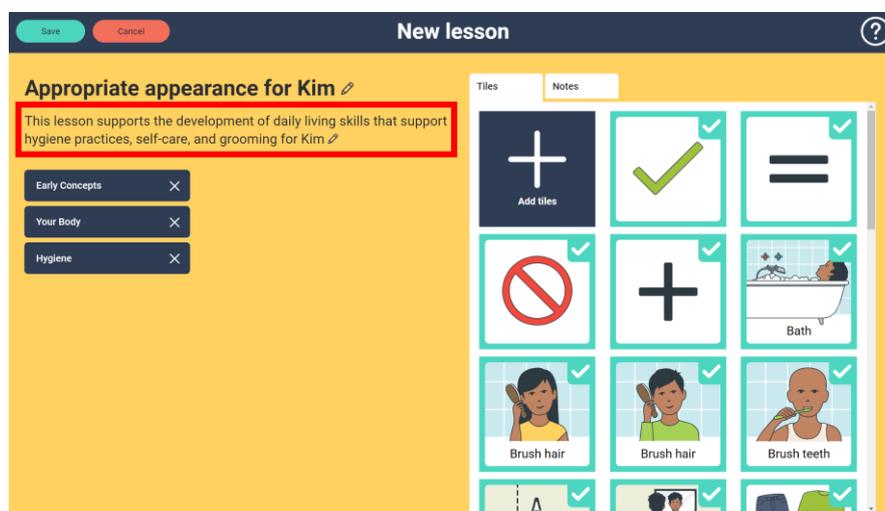


2. The duplicate lesson can now be edited to suit.

- A. Click or tap on the lesson title and delete and retype words based on what the new lesson title is to become, for example: APPROPRIATE APPEARANCE FOR KIM



- B. Click or tap on the lesson description text, delete the existing text and start typing a description of your lesson, for example: THIS LESSON SUPPORTS THE DEVELOPMENT OF DAILY LIVING SKILLS THAT SUPPORT HYGIENE PRACTICES, SELF-CARE, AND GROOMING FOR KIM



- C. D. E. If you are not needing to change the concept/topic/subtopic, please leave as is. If you wish to change see above section for Creating a New Lesson for the instructions on how to update.



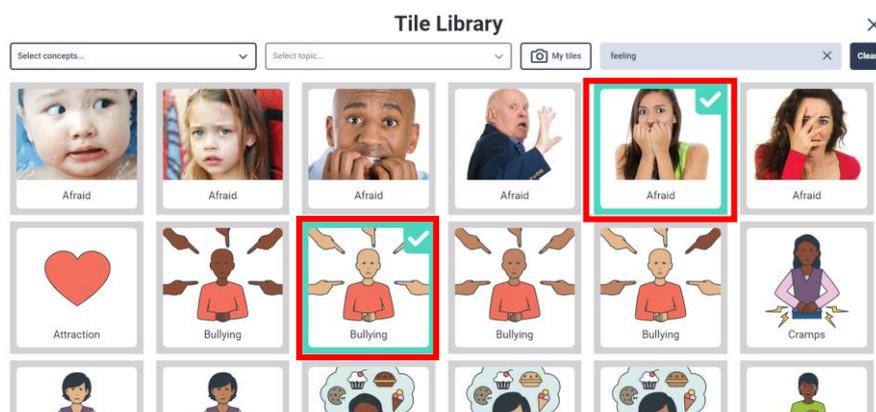
If you do change the concept/topic/subtopic, the lesson screen will change colour to match the Topic selected. See the start of the lesson section in this document for the colour scheme.

- F. You are now ready to select or deselect the tiles for your lesson. Click or tap on **Add tiles**.
- The *Tile Library* will now display and can be filtered by **Select concepts...** and **Select topic...** (see Filtering for lessons instructions above) or by typing a key word in **Search...** (see Searching for lessons instructions above).



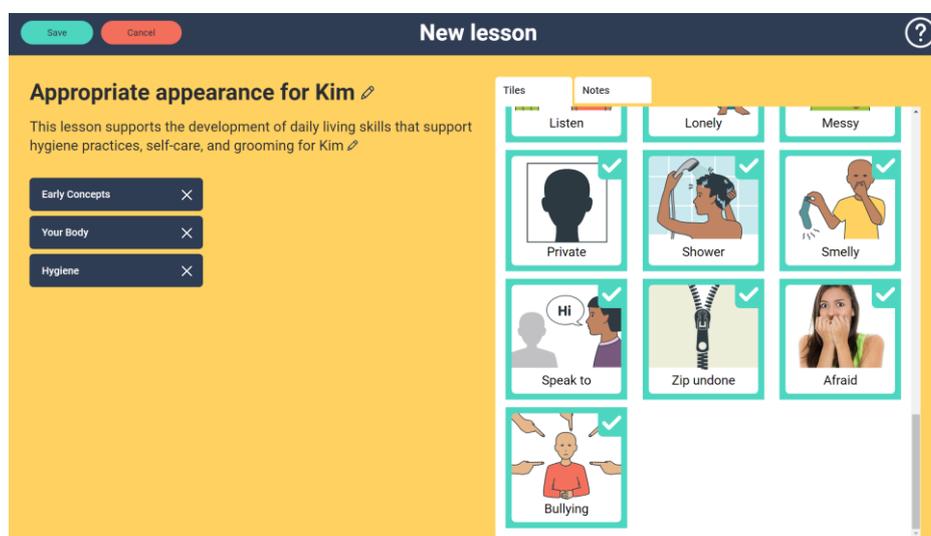
To activate the **Search...** function you will need to hit ENTER after typing in your key word.

- ii. Once you have found a tile you wish to add click or tap on the tile you will know it is selected as a green square with a tick in the right-hand corner will be displayed.



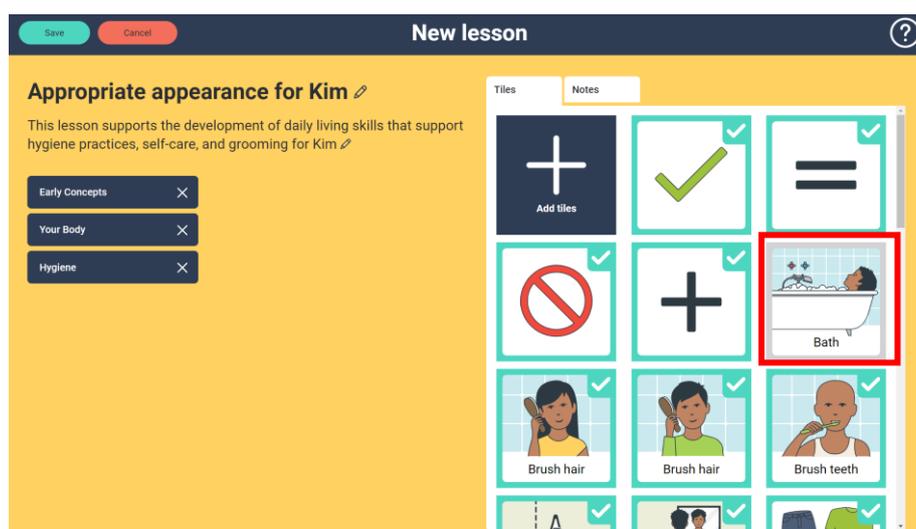
You can do multiple searches or filters and it will remember the tiles you have selected.

- iii. Click or tap on the **X** to save your tile selections and be taken back to the *Edit lesson* screen.



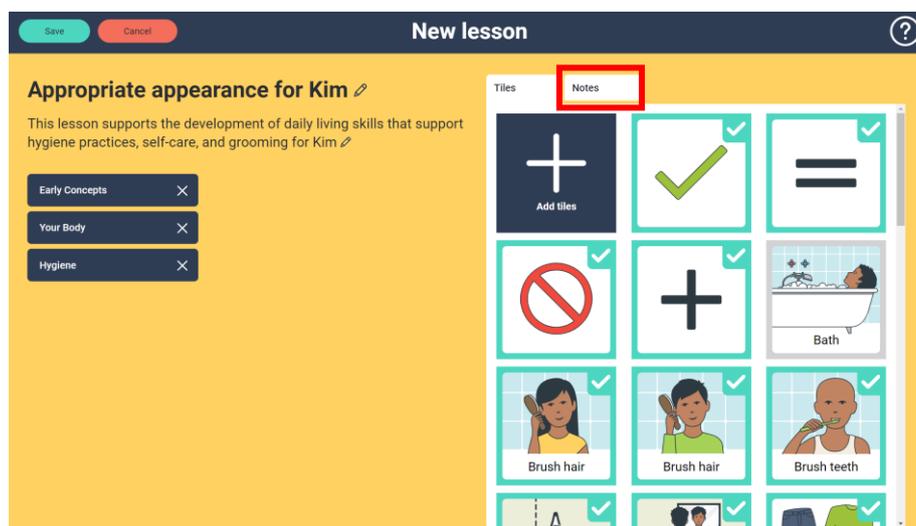
You may have to scroll to the bottom of the tile screen to be able to see the new tiles that you have added.

- iv. If there are any in the current display you do not wish to remain in the lesson you can click or tap on the tile and once the green tick is removed it is deselected. For example, **Bath** tile.

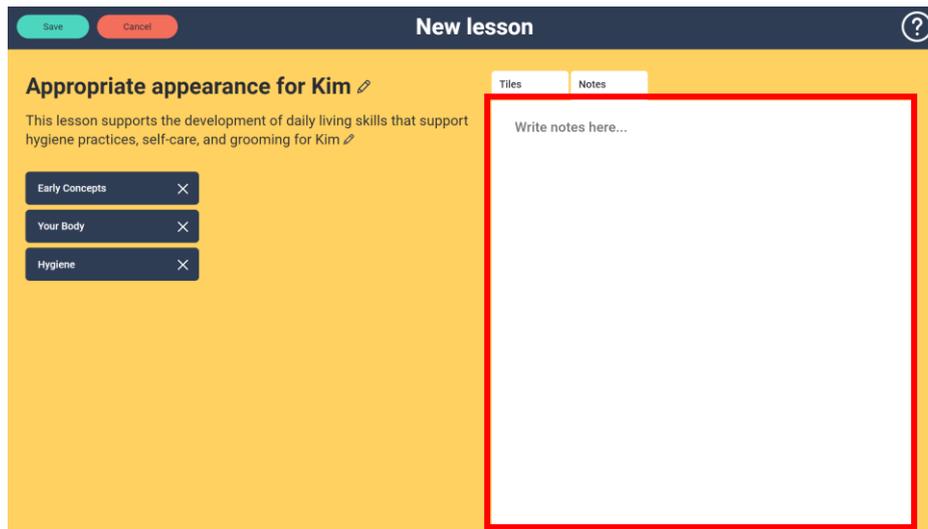


If you are wishing to add notes, it is best to write the notes first (see below) and come back to deselect any tiles before hitting **Save**.

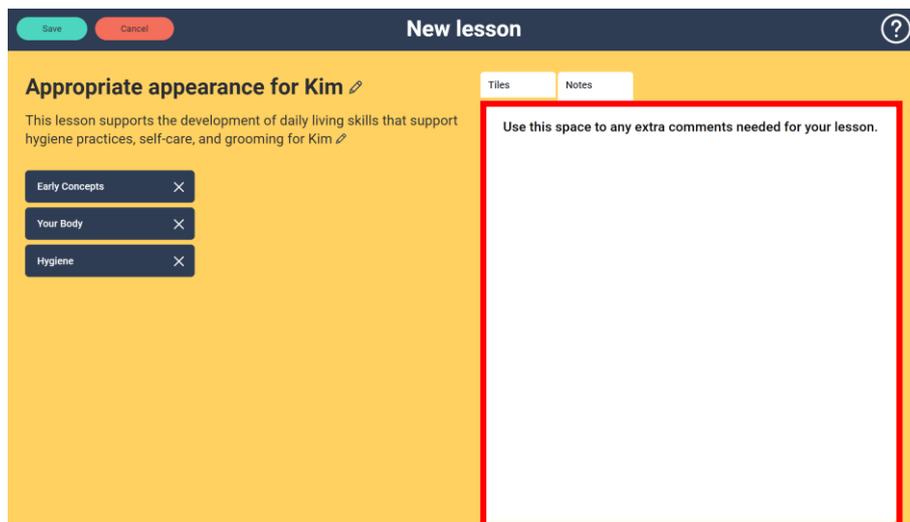
- G. If you wish to add any additional comments on your lesson you can click or tap on **Notes** tab to open a blank tab to write any extra comments in.



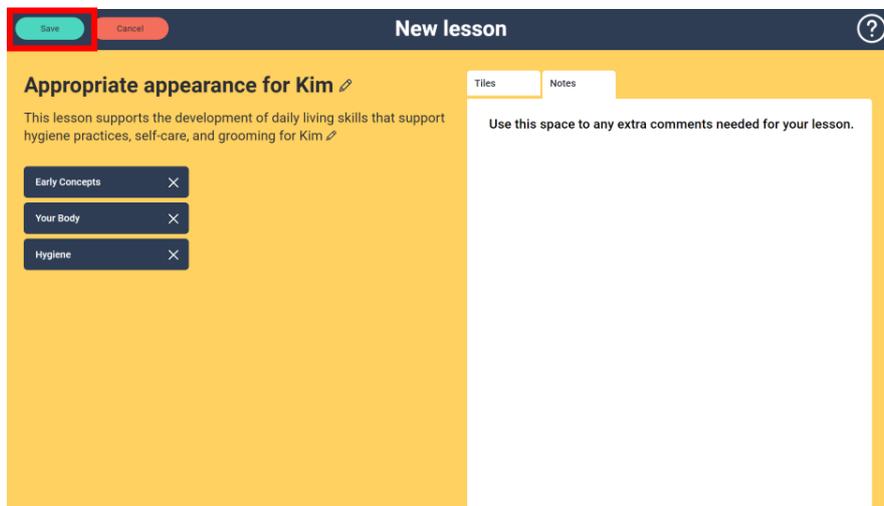
v. Click or tap anywhere in the *Write notes here...* field

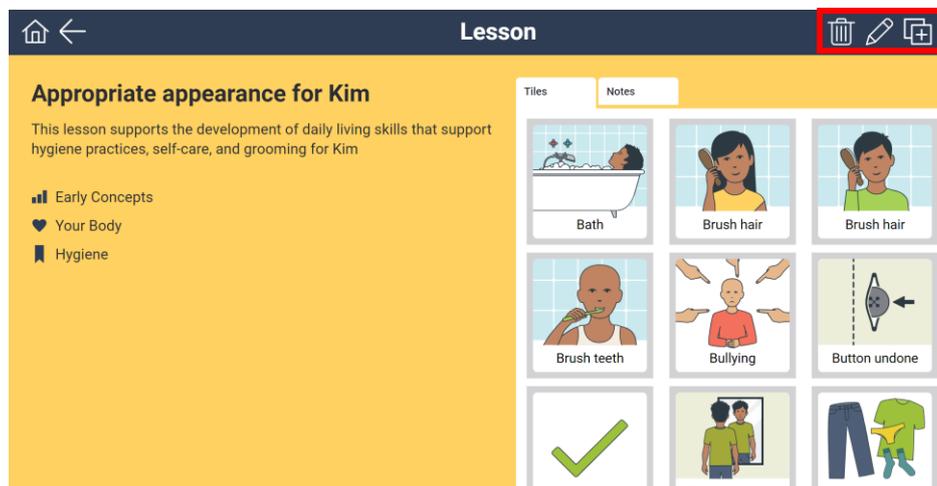


vi. Type your notes using a keyboard. For example: USE THIS SPACE TO WRITE ANY EXTRA COMMENTS NEEDED FOR YOUR LESSON.

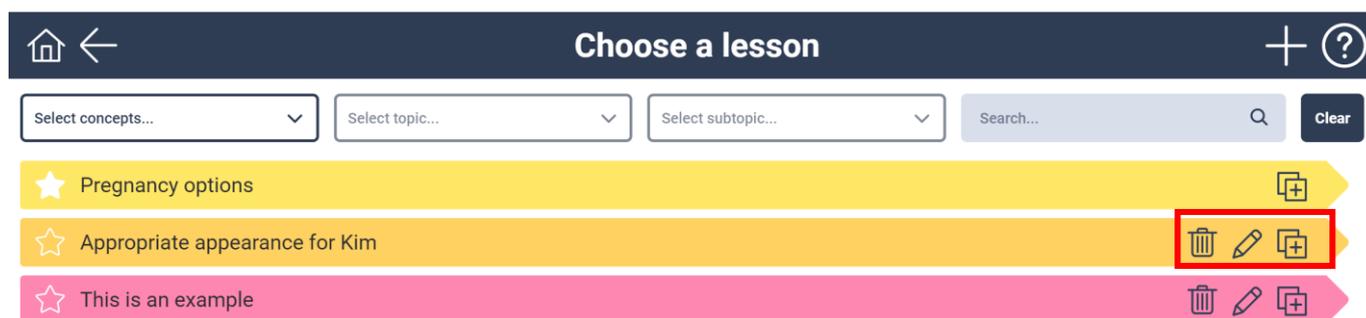


ii. Once you are happy with your lesson set up, you can hit **Save**.





Once saved you can delete using the **Trashcan** icon, edit using the **Pencil** icon, or duplicate using the **two boxes with the +** icon. This can be done either in the *lesson* itself (top right) or on lesson bar on the *Choose a lesson* screen (right hand side of bar).



Once the lesson has been saved it will display on your *Choose a lesson* screen, it will show under any of your currently saved lessons. No one else can see this lesson except yourself and SECCA Admin.



All SECCA App lessons, including your customised lessons have unique URLs. This means that you can copy this URL and forward it to other people you would like to give access to the lesson. They can then paste it into their web browser and log into their SECCA App account to access this lesson. They should be able to duplicate and then save the lesson to ensure it will show on their lesson screen in the future.

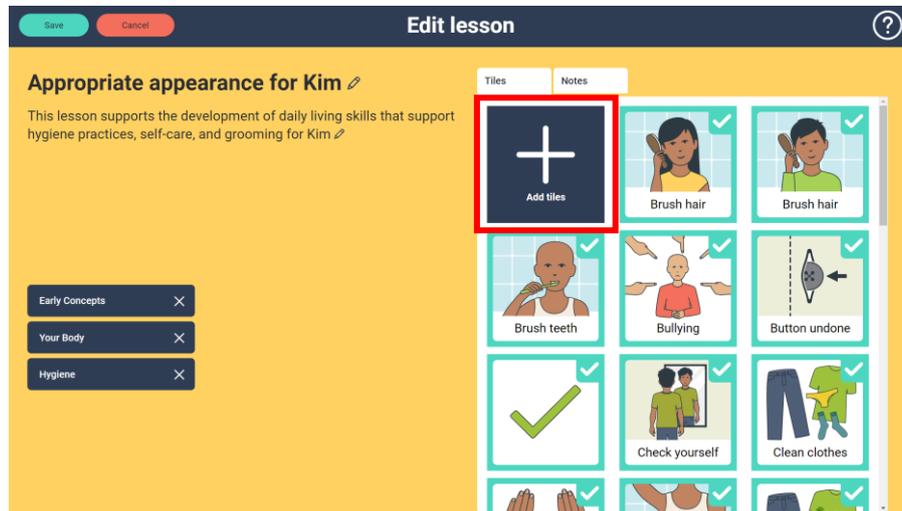
Adding Custom Tiles

For some users, there may be a benefit to use personalised photographs of people, locations, or personal items. These can be uploaded into the SECCA App and used within lessons that have been newly created or duplicated.

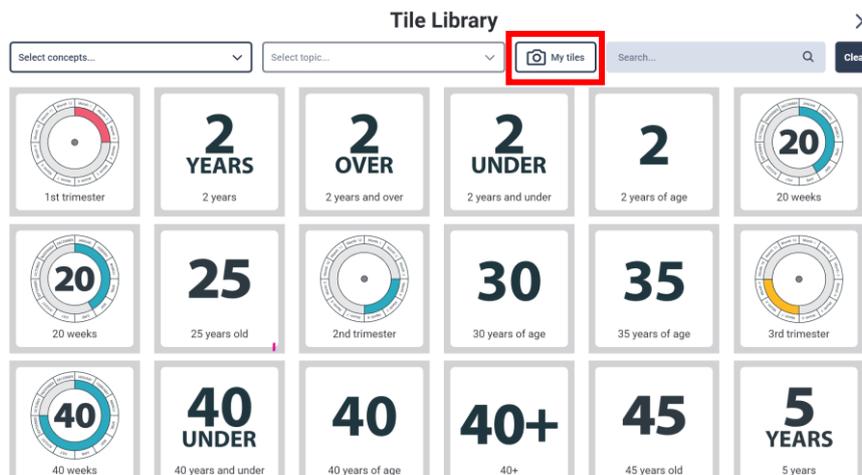


Any images uploaded to the SECCA App are only viewable by the user who uploaded them. SECCA Admin can see the name, however not the uploaded image.

1. When in a new lesson or a duplicated lesson you have created or are editing you can add custom tiles by clicking or tapping on **Add tiles**.

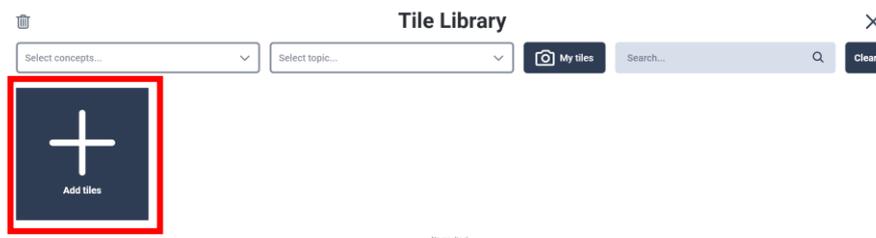


2. In the *Tile Library* screen, click or tap on **My Tiles**.

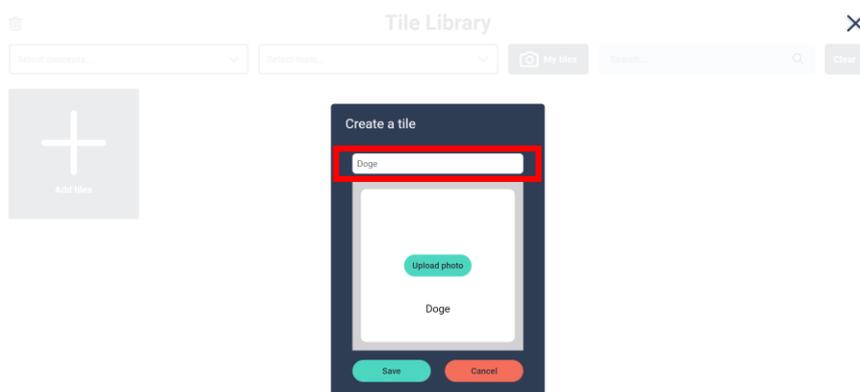


Prior to moving on, please ensure that the image you wish to upload is saved on the computer you are currently using and able to be accessed.

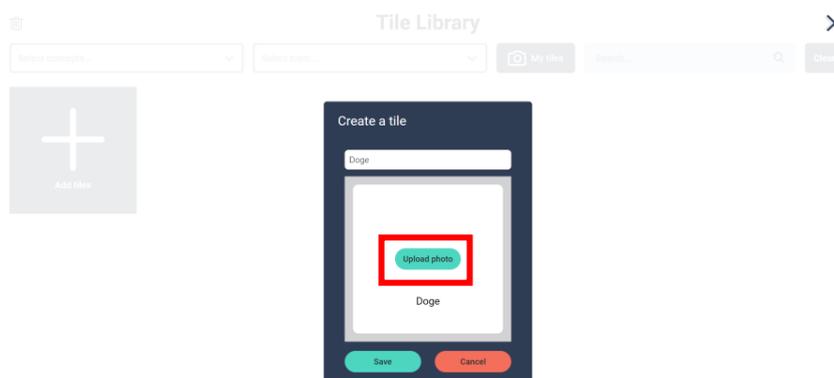
3. If you had previously uploaded custom tiles these would display on the screen and be able to be selected or deselected by clicking or tapping on the tile. You can upload a new custom tile by clicking or tapping on **Add tiles**.



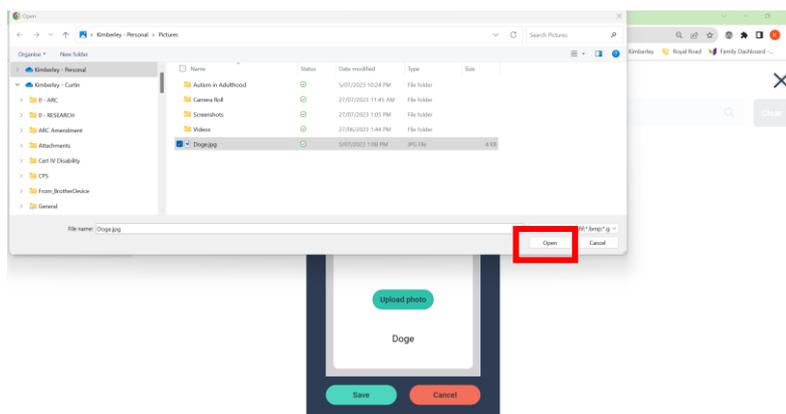
4. On the pop up displayed, type the word(s) you would like displayed with the image as the *Tile Name*. For example, DOGE.



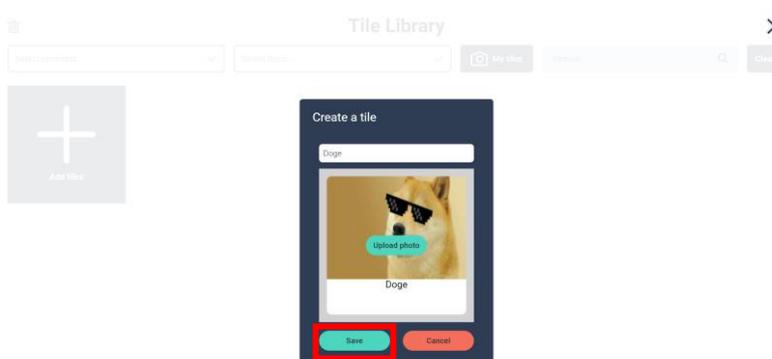
5. Click or tap on **Upload photo**.



6. Select the file from the location on your computer/tablet, and click/tap **Open**.



7. Click or tap on **Save**.



If you receive a “Validation error” the file type of the photo is not accepted, and you will need to try a different file type.



To move back to the lesson you are creating, click or tap the tile to select it, as shown by the green tick, and hit ‘X’ in the top right to move it into the lesson you are creating and save your lesson.



Once saved you can delete this tile by clicking on the tile you wish to delete until there is a green tick on the tile, and then clicking or tapping the **trashcan** icon in the top left corner of the *Tile Library*.

Lesson Board

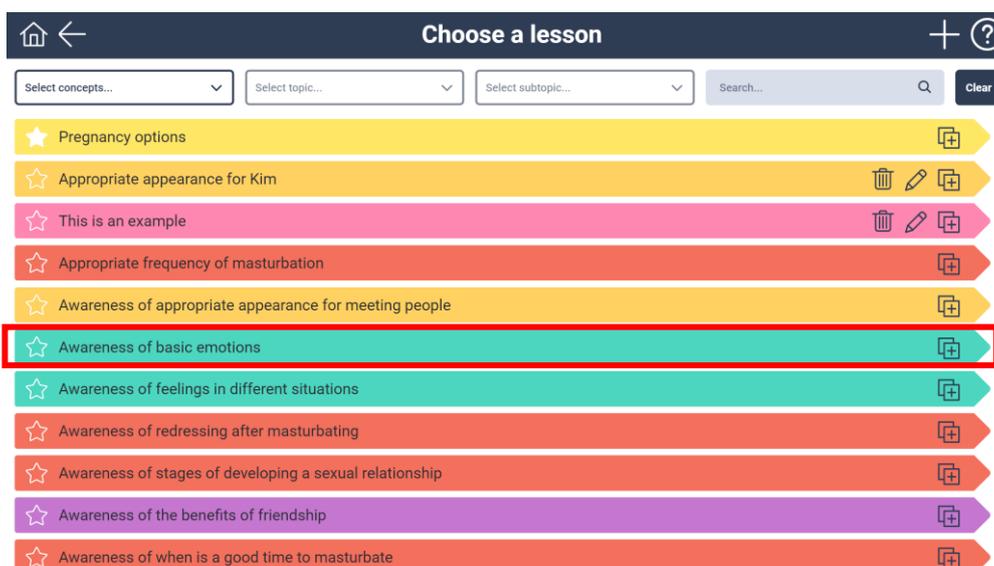
The lesson board is an open space to interact with and explore the lesson and can help the person understand concepts and topics in more depth, and describe their own experiences and emotions related to specific circumstances or events.

The board has the following features:

- Tile bar.
- Audio for tiles.
- Ability to resize tiles on touchscreens (using the pinching motion).
- A 'no', 'don't like', 'public' or 'inappropriate' box.
- A blank lesson board.
- Ability to lock or refresh the board.
- Ability to make the board 'private' with a blind.

To get to the lesson board when you are in the *Choose a lesson* section:

1. Click or tap on the lesson you are wishing to use. For example **Awareness of basic emotions**.

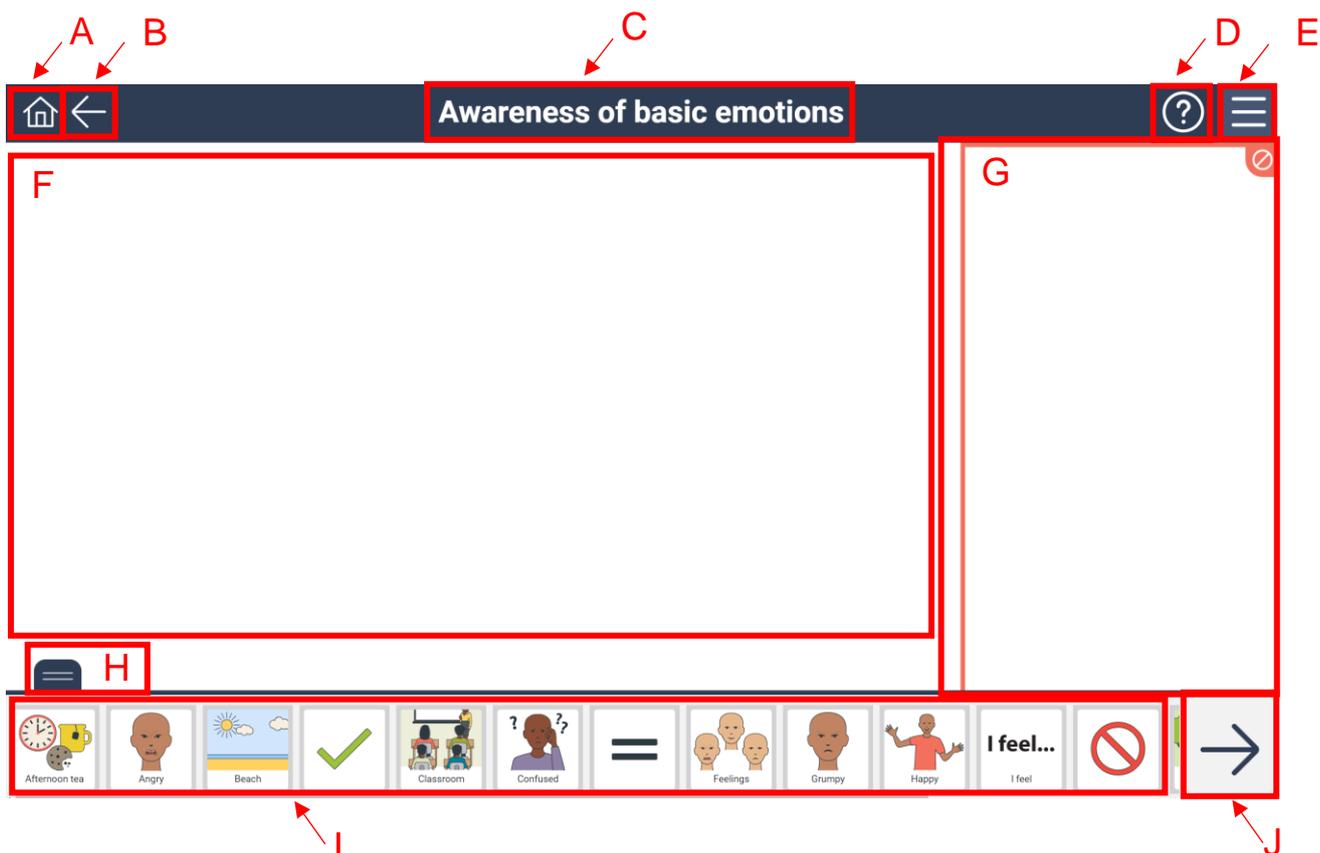


2. Confirm that the tile, the name, and description within the lesson are appropriate for what you are aiming to teach. If not, please search for a different lesson, or duplicate using the instructions above to edit as needed. If so, press **Start**.



If you are using an iPad, you can use guided access to temporarily restrict the learner(s) to the SECCA App and disabled parts of the screen. Instructions can be found:

<https://support.apple.com/en-gb/guide/ipad/ipada16d1374/ipados>



- A. Click or tap this **Home** icon to go back to the *Home* screen.
- B. Click or tap this **backwards arrow** icon to go back to the main *Lesson* screen.
- C. This shows the title of the lesson you are in.
- D. Click or tap this **question mark** icon to see basic help instructions to use the Lesson Board.
- E. Click or tap this hamburger menu to be able to see the lesson description, refresh the board, lock the board, or put the privacy blind down (see below for further instruction on some of these features)

- F. This is your blank Lesson Board see Teaching Modes below for options on how to use this section.
- G. This is the 'no', 'don't like', 'public' box, 'unexpected', 'not ok for me' box and can be taken off the screen by pressing the 'no' icon in the top right hand corner of the red box.
- H. This little blue icon when pressed can make the tile bar (I) disappear or reappear if needed.
- I. This is your tile bar and contains all the tiles available for use on the Lesson Board. The tiles can be dragged up by clicking or tapping and dragging the tile to where it is wanted on the Lesson Board. The tiles will still remain at the tile bar so you can move multiple of the same tile up to the lesson board if needed.



If you move up a tile and no longer wish it to be on the lesson board, you can use your mouse or finger to 'flick' it off the screen as long as the board is not locked.

- J. This arrow which clicked or tapped will allow the user to scroll through the tiles available for the lesson. After the first press, a similar arrow will appear on the left-hand side of the tile bar (I) so you can scroll back to the beginning if needed.

Teaching Modes of the Lesson Board

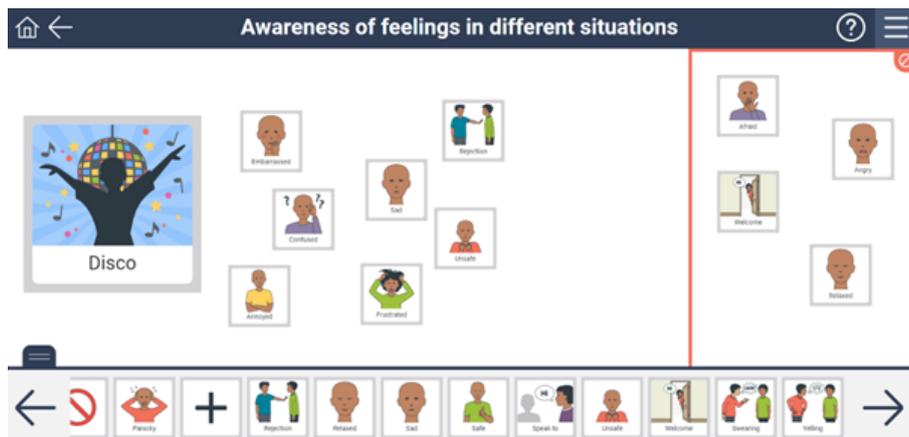
Learning experiences can be tailored to accommodate different learners and their unique learning styles and levels.



The following examples are based on developing awareness of emotions, however, all lessons can be adapted in a similar manner.

After checking on Foundation knowledge of Emotions we could:

1. Sorting Task, for example emotions we may or may not feel at a Disco.



2. Matching, for example match emotions with situations to show an awareness of different feelings in different situations.



3. Receptive labelling, for example checking discrimination between different emotions.



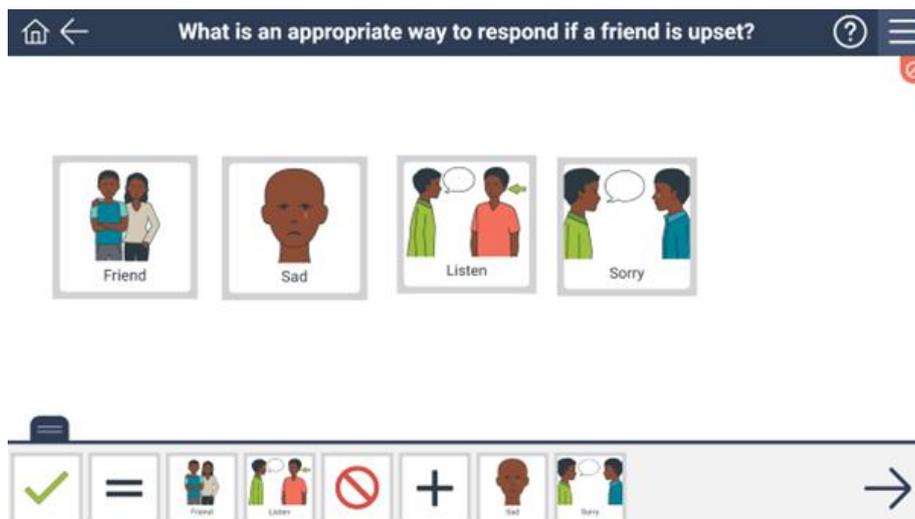
4. Picture sentences, for example allowing a visual and/or nonspeaking learner an opportunity to express their knowledge related to their feelings on the playground.



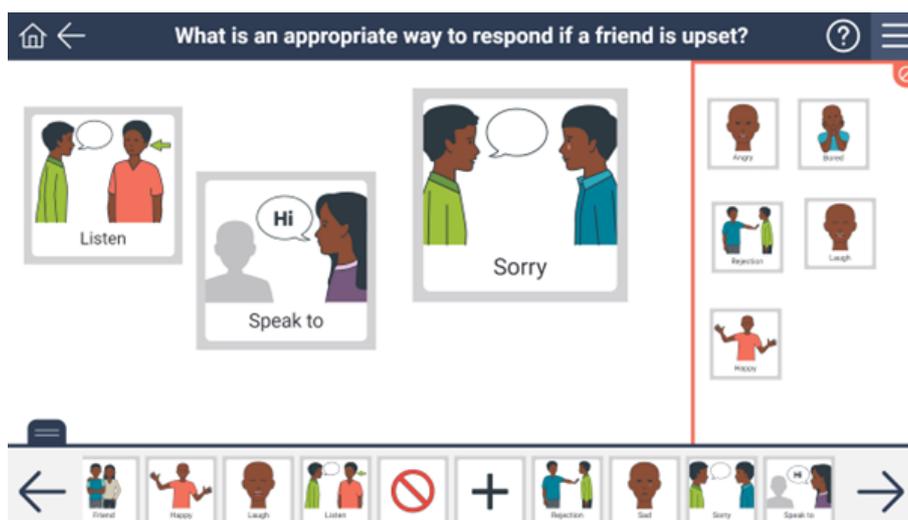
5. Sequencing, for example creating a visual cue to indicate what a learner can do when feeling anxious.



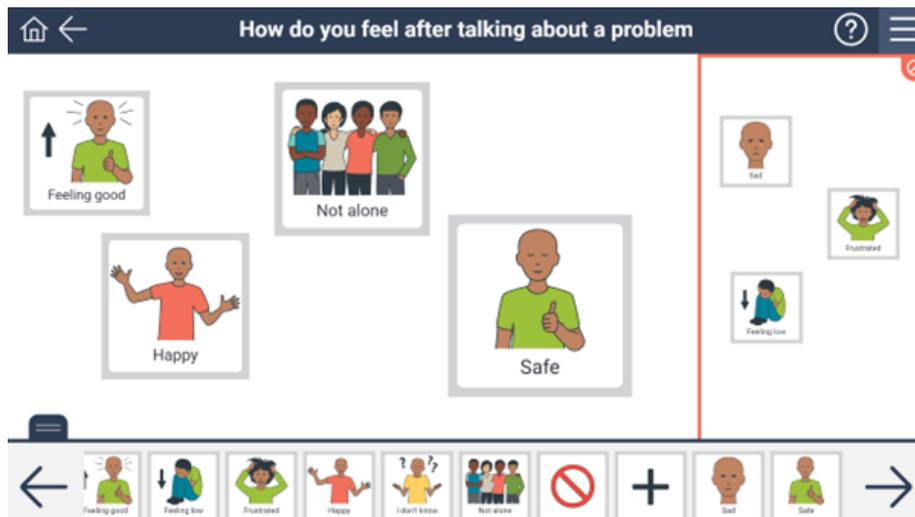
6. Social stories, for example create a picture story to assist in explaining what to do when a friend is upset.



7. The No box, for example what is and isn't an appropriate way to respond if a friend is upset.



8. Consequences, for example use the two sections of the board to understand the cause and effect of feelings after talking about a problem.



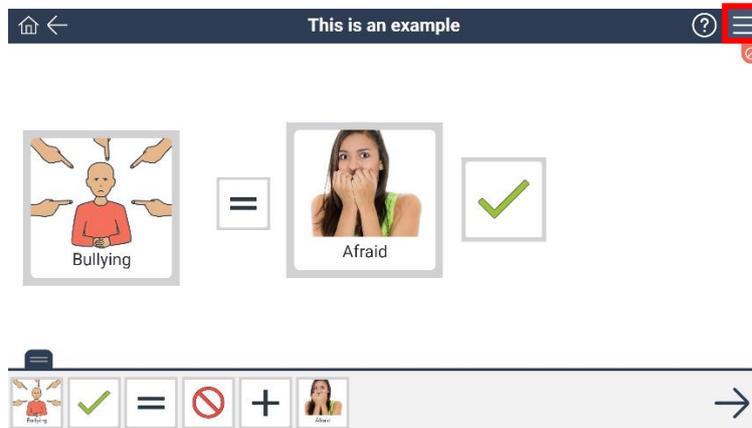
9. Flipsides, for example having the learner show how they feel if they weren't able to talk about a problem.



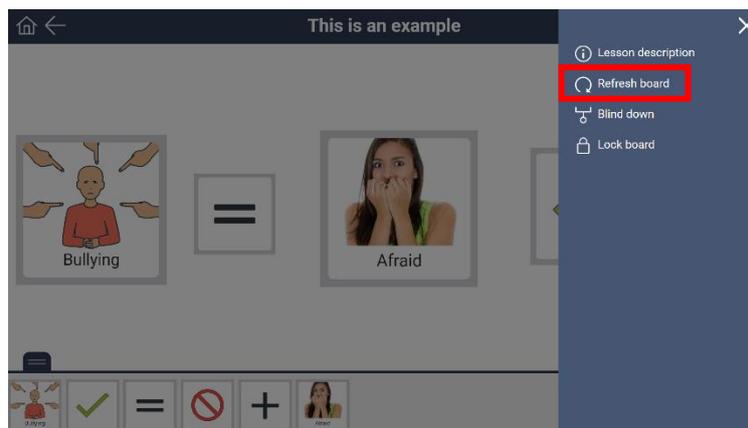
Refreshing the Board

At any point, whilst working on the Lesson Board, the Board can be reset so that the Lesson Board is completely blank.

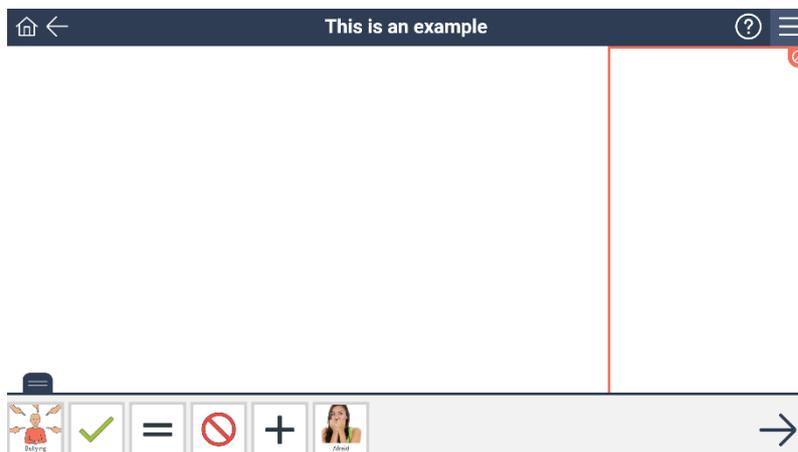
1. Click or tap on the **Hamburger menu** in the top right-hand side of the Lesson Board.



2. Select **Refresh Board**.



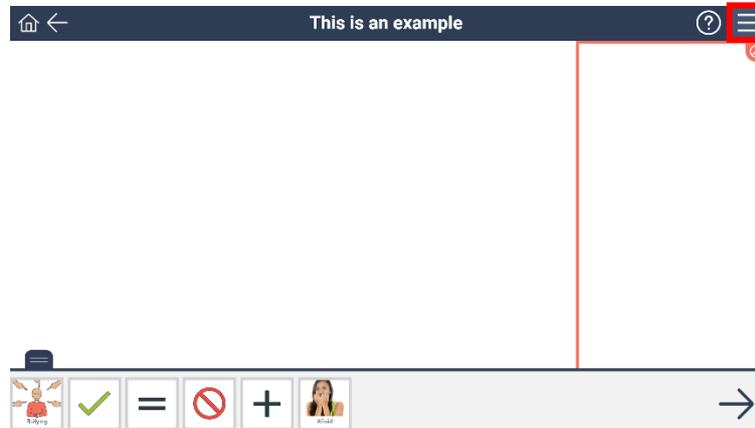
3. The screen will reload in about 5 seconds to display a blank Lesson Board.



Blinds Down

At any point whilst working on the Lesson Board, a blind can be set to come down to affirm private and public.

1. To drop the blind down, click or tap on the **Hamburger menu** in the top right-hand side of the Lesson Board.



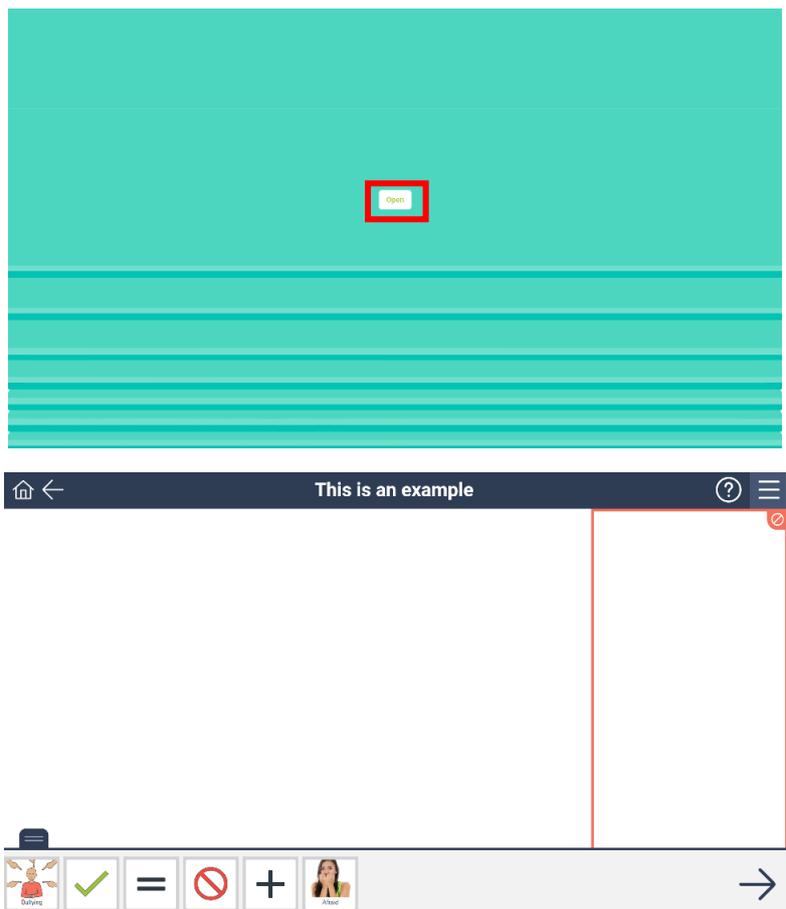
2. Select **Blind down**.



3. The blind will come down over the entire Lesson Board.



4. When you are ready to work with the Lesson Board again, press **Open**.



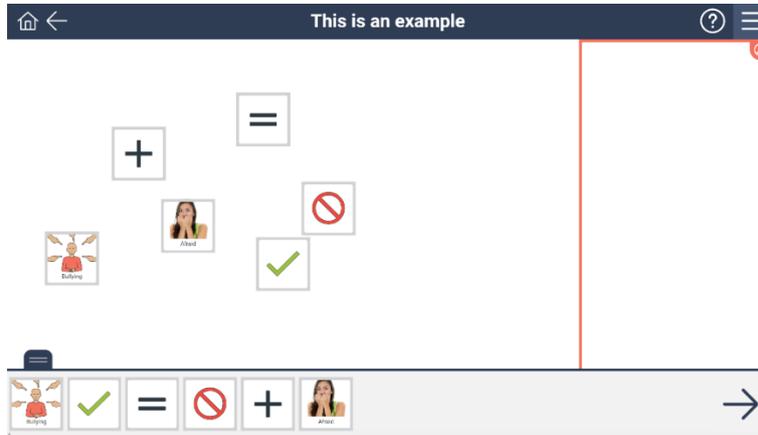
Locking the Board

The Lesson Board can be locked to ensure that users are unable to get out of the current lesson. This ensures if there is explicit content, or personal images in other lessons they can be protected. It also allows the board to be used a full screen mode.

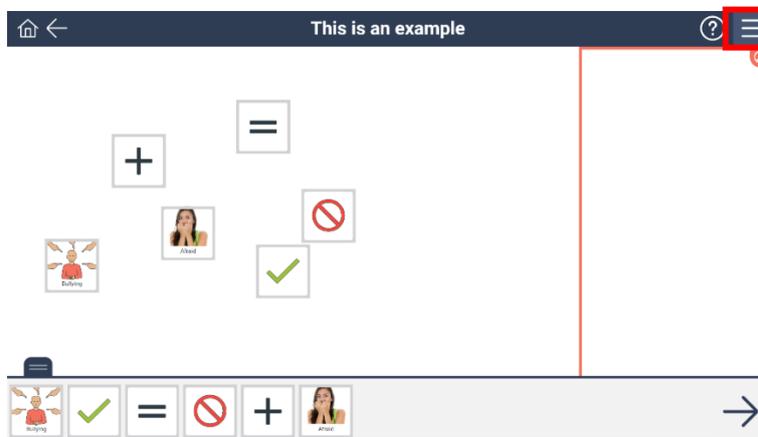
1. When you open the lesson, move up all the tiles you wish to work with on the Lesson Board.



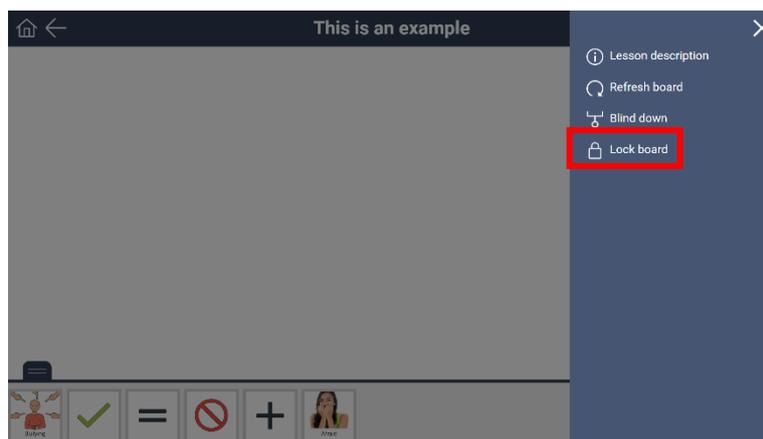
Remember to move up multiple tiles if needed as once the board is locked you cannot add more tiles.



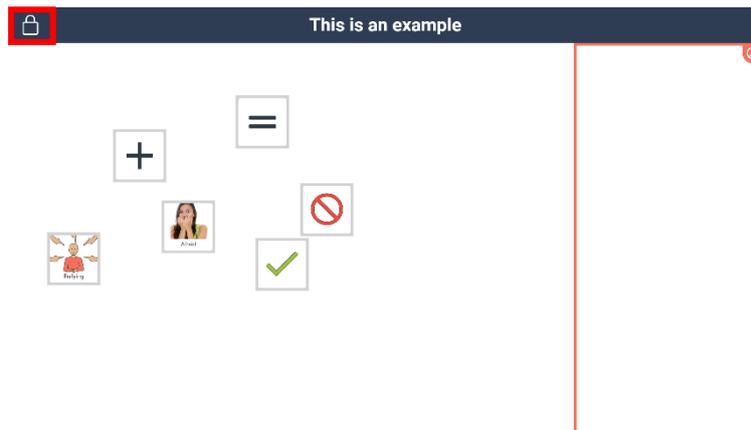
2. Click or tap on the **Hamburger menu** in the top right-hand side of the Lesson Board.



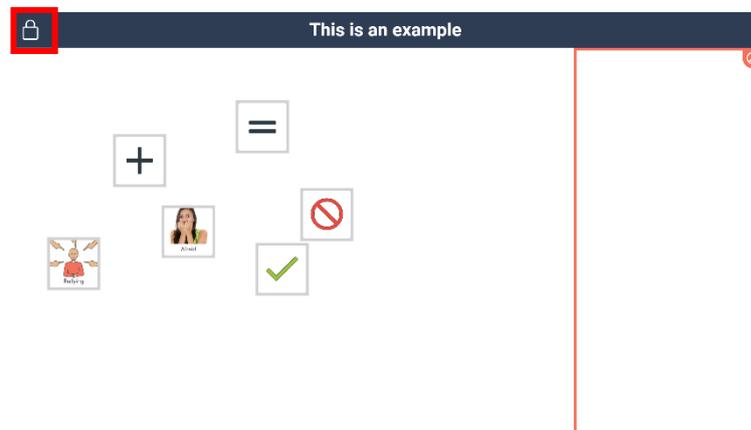
3. Select **Lock Board**.



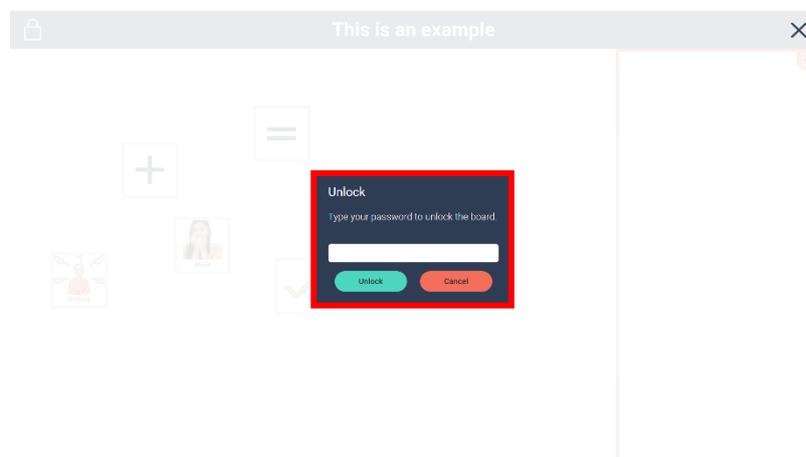
4. The Lesson Board will now be locked indicated by a **Lock** icon in the top left-hand side of the screen and will be full screen with no tile bar.



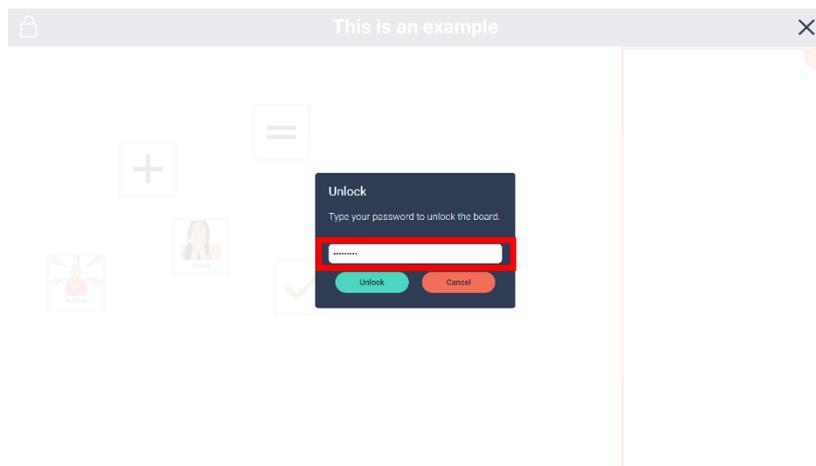
5. You can unlock the Lesson Board when you are ready by clicking or tapping on the **Lock** icon.



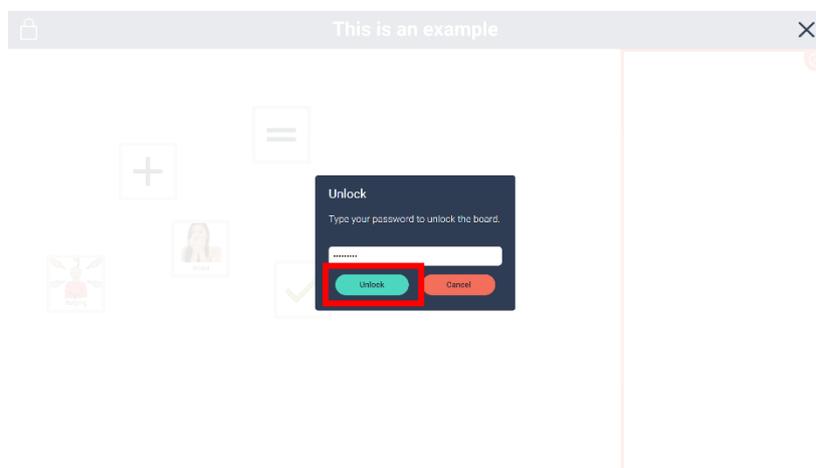
6. A Unlock box will appear on the screen.



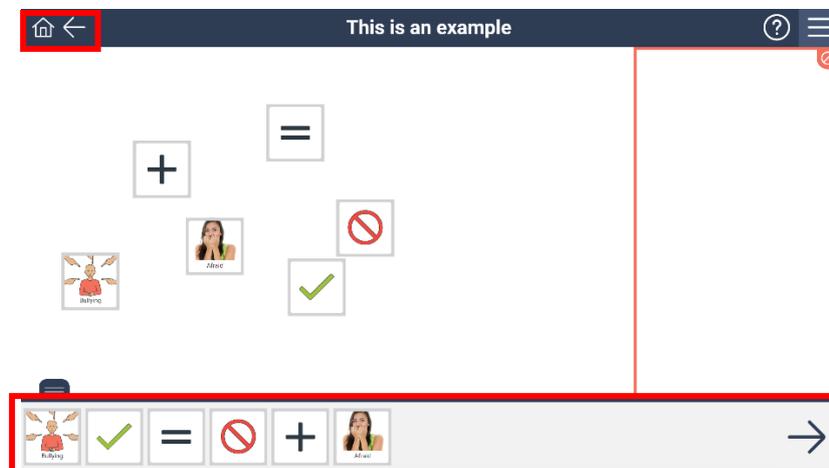
7. Type your *password* into the blank white field.



8. Hit **Unlock**.



The board will no longer have the **Lock** icon, the **Home** and **Back** icons will now be displayed, and the tile bar will be back.



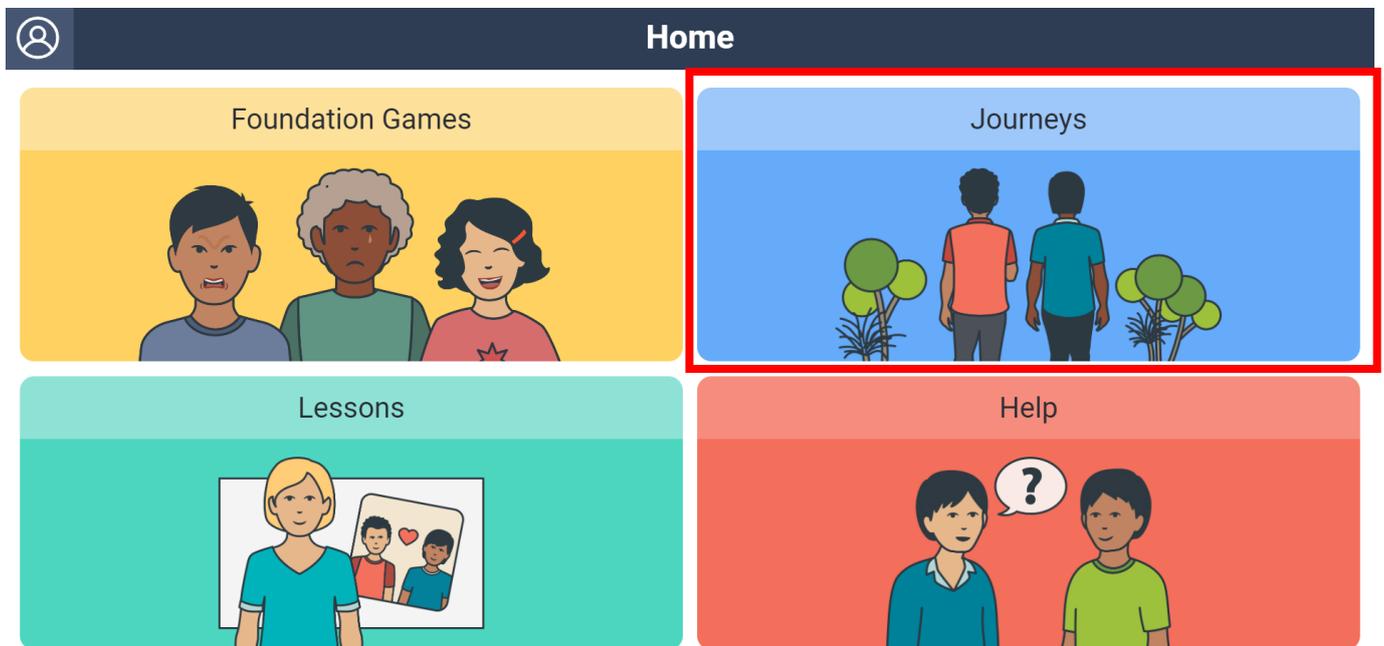
Journeys

The Journeys provide a structured layout for the teaching of core concepts related to relationships and sexuality. This includes lessons related to these broader concepts in an order that allows foundational concepts to be learnt, and scaffolded learning of more complex topics.



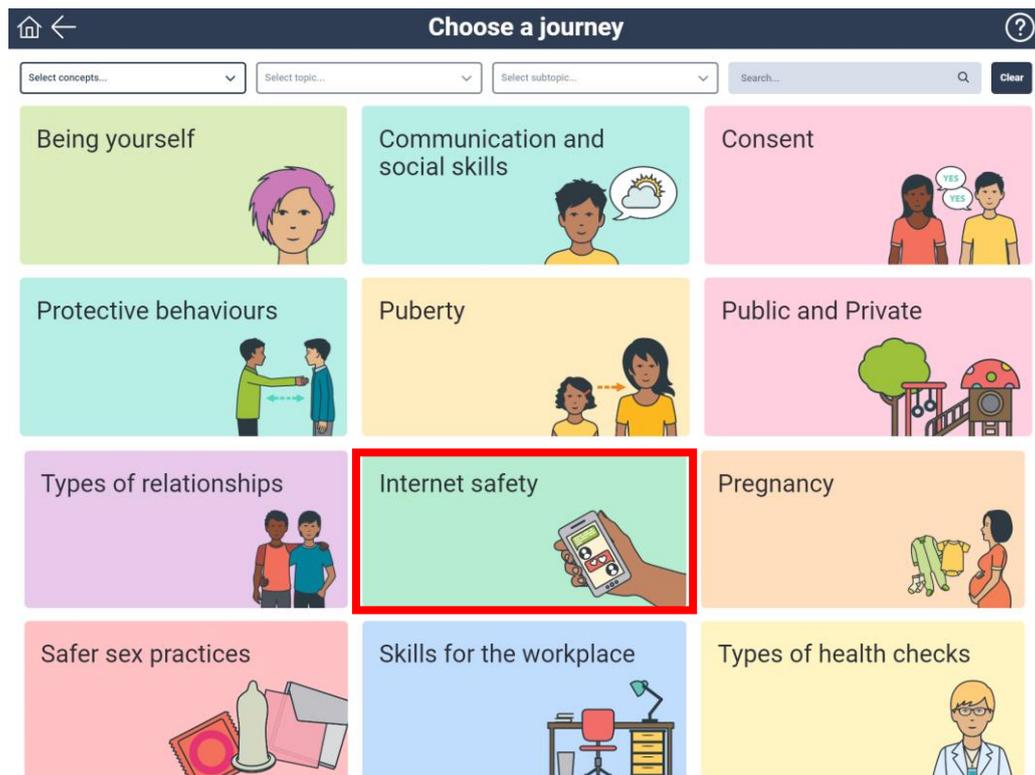
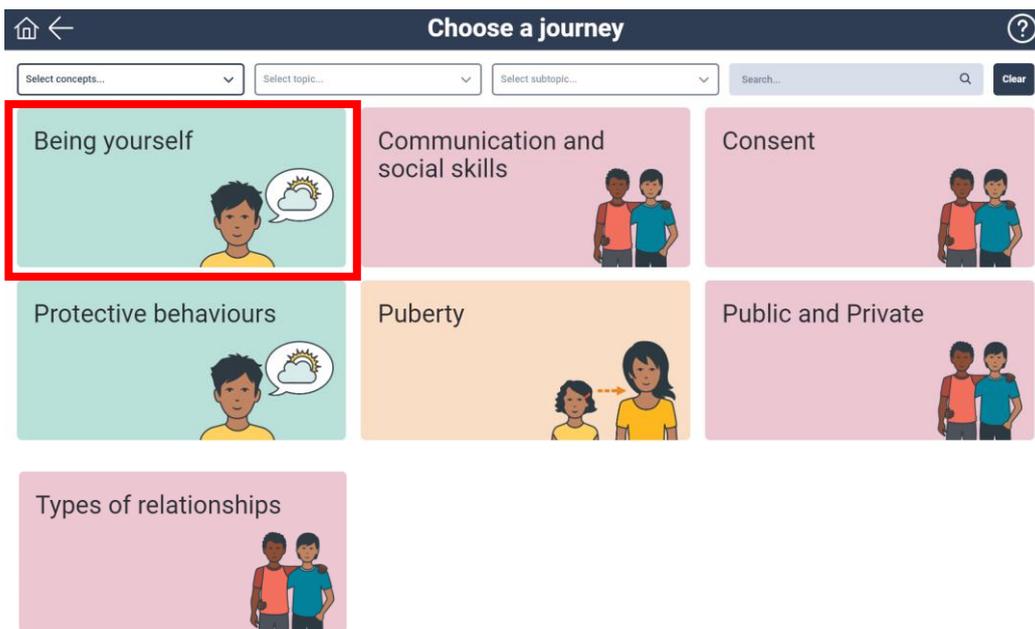
When in the English language section, you will see Early and Advanced Concepts in the Journeys, whilst Kimberley Kriol is Early Concepts only.

1. Select Journeys.



When in the English language section you will see Early and Advanced Concepts in the Journeys, whilst Kimberley Kriol is Early Concepts only.

2. Choose a Journey (for example in Kimberley Kriol: **Being Yourself**, in English: **Internet Safety**).



The following screenshot and examples are when in English, however, the setup for Kimberley Kriol is the same.

3. Work through the lessons on the *Choose a lesson* screen.



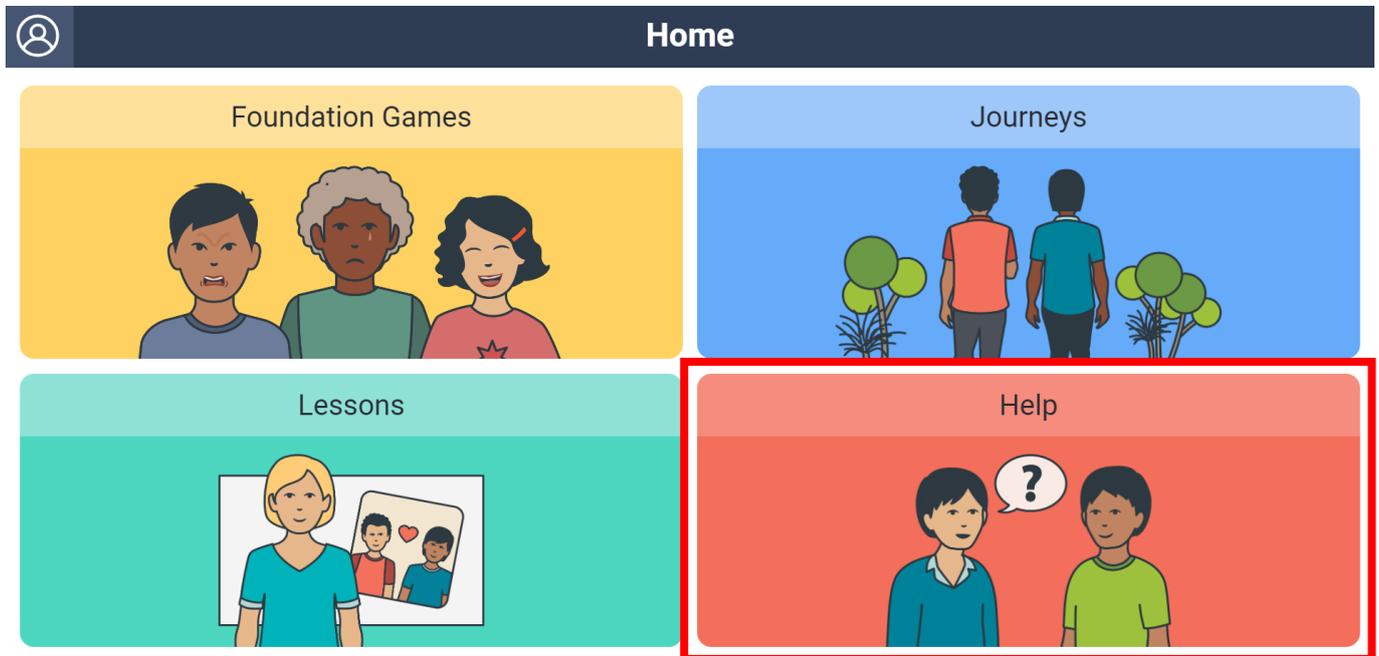
Lessons can be completed in any order, however, SECCA recommends the order provided in the Journey to ensure scaffolded learning. You will need to track this for your learners manually.



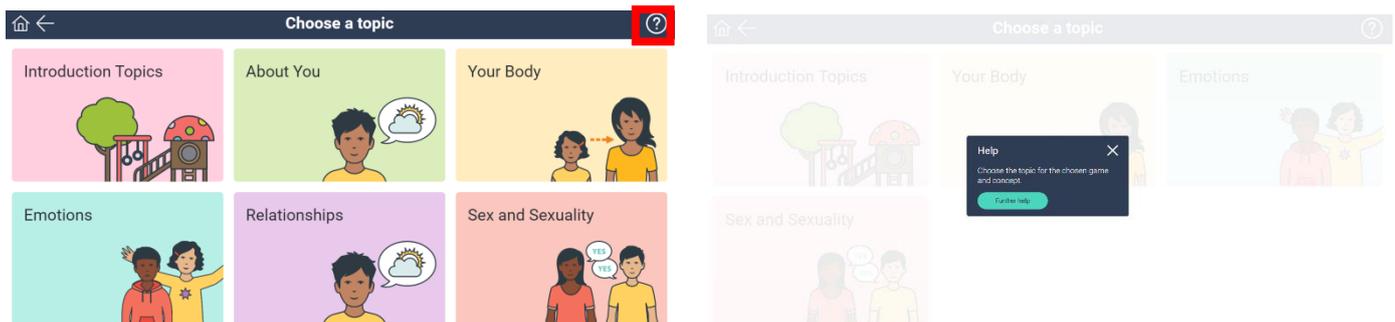
Once you are in the lesson, it functions as per a standard lesson and you can do all functions mentioned in the lessons section above.

Accessing Help Instructions

1. When on the *Home* screen, you can access more detailed assistance by clicking or tapping the **Help** tile. This will direct you to the Help section on the SECCA App website.



2. If you are not on the *Home* screen, you can access instructions by clicking or tapping on the **? icon** in the top right hand side of the screen and a pop up will come up.



If you click or tap on **Further help** you will be taken to the Help page on the SECCA App website.

SECCA App Website

The sitemap for SECCA App Website (<https://app.secca.org.au/>) is as follows:

- [Home Page](#) – contains general details about the SECCA App as well as links to important pages.
- [About](#)
 - [What is the App?](#) – contains detailed information about the App.
 - [Conditions of Use](#) - conditions to consider when registering and using the App.
 - [Terms and Conditions](#) – T&C's of registering and using the App.
 - [About SECCA](#)
- [Get Started](#) – contains information on how to get started using the App including who can use the App.
- [Educators](#)
 - [Teaching RSE](#) – this section contains details about when to use the App to teach Comprehensive Sexuality Education (CSE).
 - [Lesson Plans](#) – over 200 lesson plans to use when teaching CSE.
 - [Students with a disability](#) – questions and answers when using the App to teach CSE to students with disability.
 - [CALD and Aboriginal students](#) – questions and answers when using the App to teach CSE to CALD and Aboriginal students.
 - [Going to Work Certificate](#) – a certificate that can be provided to all learners who have successfully completed the App's Going to Work Journey.
- [Help](#) – this section provides quick informative guides for using the App and progressing to creating custom content.
- [Training](#) – this section provides information on how to get in contact to organise SECCA App training.
- [Contact](#) – contains a contact and feedback form that helps inform improvements to the SECCA App.
- [Register](#) – to register for the App.
- [Login](#) – directs you to the App login page.



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SECCA is proud to live, work and love on the lands and by the waters of the Whadjuk people of the Noongar Nation. We pay our respects to their Elders past, present and emerging.
Always was, always will be, Aboriginal land.

Sexuality Education Counselling & Consultancy Agency – secca.org.au