

Office of Refugee Resettlement

Services for Survivors of Torture Program

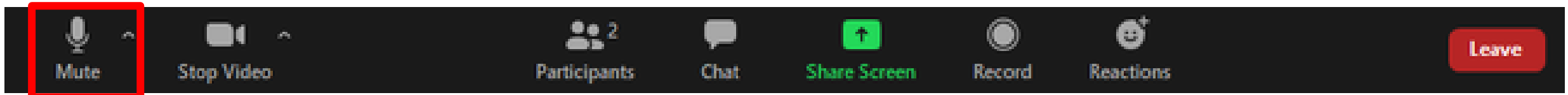
RADS SOT Module Training for Recipients
September 12, 2023



Attendee Controls

All functions are located at the bottom of your screen

- All participants are in mute mode
- Use the chat box to send questions or comments to the presenters
- To pose your question aloud, please raise your hand. The moderator will call on you and unmute your line.
- Please be sure to mute your line when done



Agenda

- Rationale for update/training
- RADS Login Procedures
- RADS SOT Module Demonstration
- Program Data Point Reporting Tips
- Discussion and Q&A

Rationale

- Improve system performance
- Modernize the SOT Module
- Incorporate changes made to the Program Data Points

RADS Login Procedures



RADS Points of Contact

For all NEW RADS Account requests, please contact **Sabrina Torres** at Sabrina.Torres@acf.hhs.gov.

For all technical issues and/ or questions, please contact the **RADS System Administrators** at RADSAdmin@gdit.com

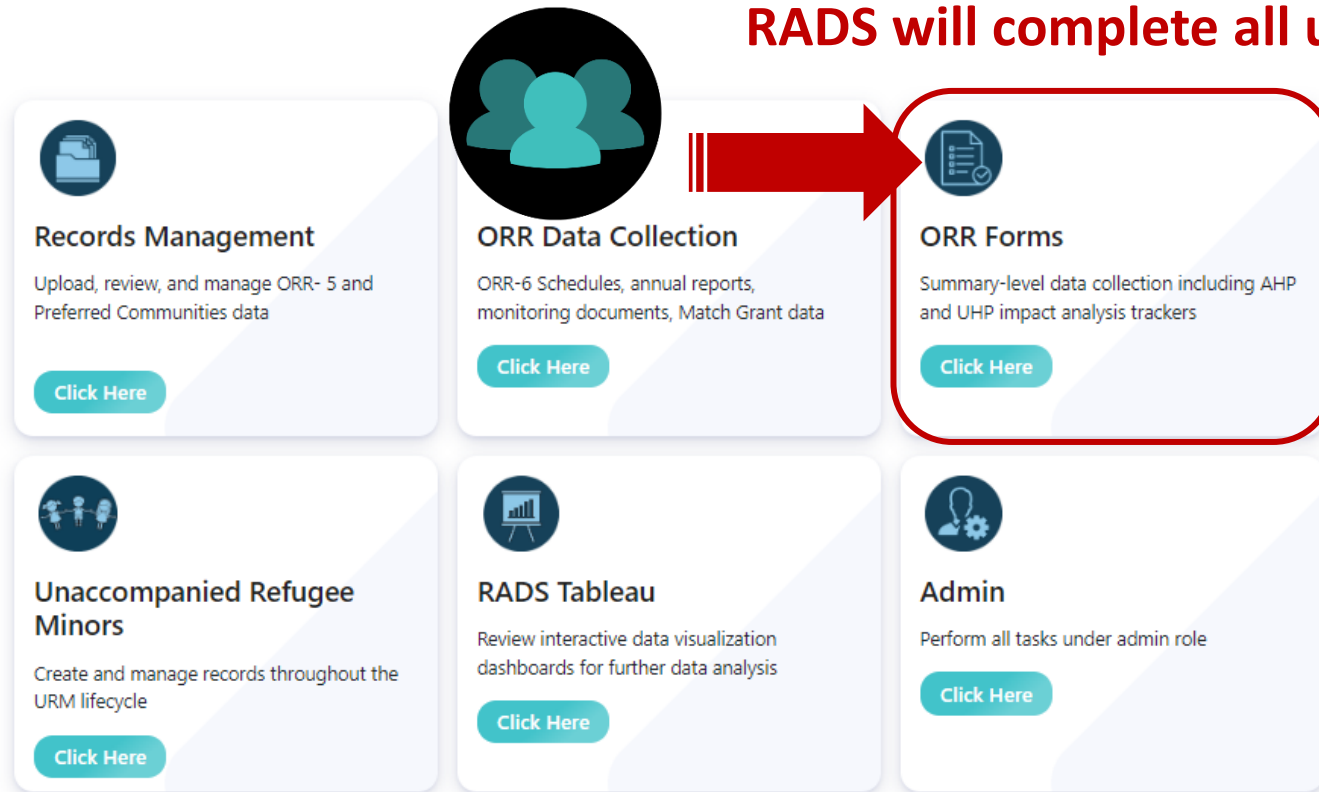
Examples of technical issues/questions:

- Locked account
- Disabled account
 - *All RADS accounts are disabled after 60 days of inactivity*
- RADS application system issues
- Google Authenticator issues



Logging into RADS

RADS will complete all user account migration on 9/21.



The image shows a grid of six service tiles. A large red arrow points from the 'ORR Data Collection' tile to the 'ORR Forms' tile. The 'ORR Forms' tile is highlighted with a red border. The tiles are:

- Records Management**: Upload, review, and manage ORR- 5 and Preferred Communities data. [Click Here](#)
- ORR Data Collection**: ORR-6 Schedules, annual reports, monitoring documents, Match Grant data. [Click Here](#)
- ORR Forms**: Summary-level data collection including AHP and UHP impact analysis trackers. [Click Here](#)
- Unaccompanied Refugee Minors**: Create and manage records throughout the URM lifecycle. [Click Here](#)
- RADS Tableau**: Review interactive data visualization dashboards for further data analysis. [Click Here](#)
- Admin**: Perform all tasks under admin role. [Click Here](#)

Please **login only after** you receive the RADS automated reset/ account set-up e-mail

If you haven't received an email by **9/22**, please reach out to RADSAAdmin@gdit.com.




2-Factor Authentication

Register TOTP
(Time based One Time Passcode)

We provide Google Authenticator as TOTP for 2nd factor authentication.

You need to have smart phone and need to install Google Authenticator on your phone. It is available in Google Play and Apple App Store.



Google Authenticator

Please install the Google Authenticator App on your phone and then click on the button Register TOTP shown below

Register TOTP

Continue using Email

Option 1

Select “Register TOTP”

Google Authenticator

- ***Preferred method**

Option 2

Select “Continue using Email”

Email PIN



Google Authenticator Overview

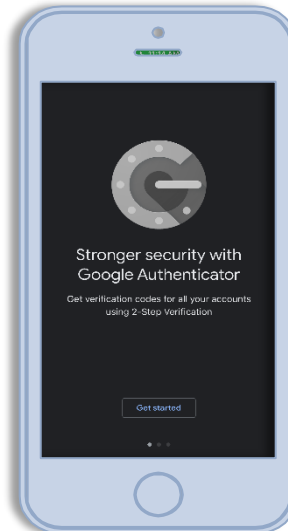
Download App >



Google Authenticator

FREE in both Google
and Apple app stores

Create RADS
Account on app >



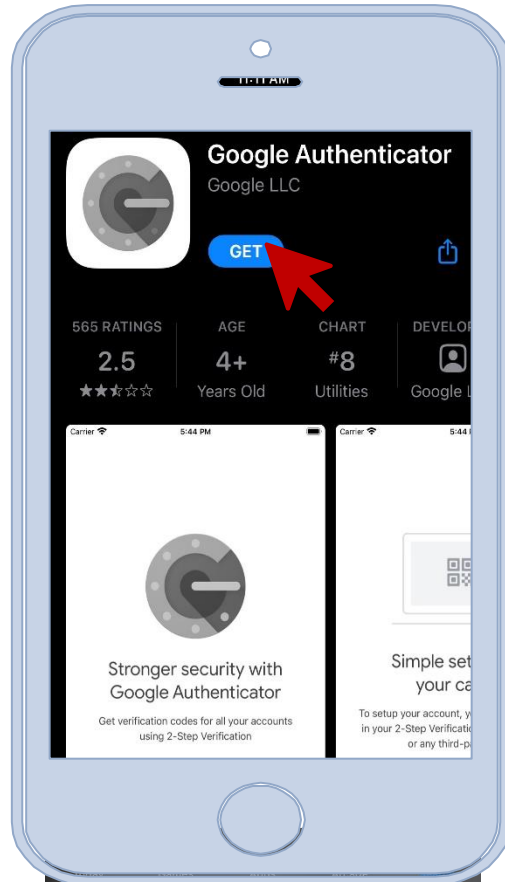
Scan QR Code >
(receive 2 codes)

Via Email:
Activation Code

Phone App:
Google Token



Authenticator Access via App



**A smartphone
is needed for access to
Google Authenticator**

*Non-smart phone users must
use the e-mail PIN option.*



Navigating Google Authenticator



Register TOTP (Time based One Time Passcode)

We provide Google Authenticator as TOTP for 2nd factor authentication.

You need to have smart phone and need to install Google Authenticator on your phone. It is available in Google Play and Apple App Store.



Google Authenticator

Please install the Google Authenticator App on your phone and then click on the button Register TOTP shown below

Register TOTP

Continue using Email

Step 1: REGISTER TOTP

Select 'Register TOTP' on your computer to continue.



Please enter the Google Authenticator Activation Code sent to you by email.

Activation Code:

1

Please open the Google Authenticator app on your phone, click on + (plus) icon at the top then select scan barcode and scan the QR code displayed below

2



Please enter the Google Token generated on your phone.

Google Token:

3

Submit



Step 2: Scan QR Code

2 Codes/ 2 Locations

- 1: You will receive an activation code via email
- 2: Scan QR code on screen
- 3: Google Token will appear in the Google Authenticator app

Registration Confirmation

Google Authenticator - Registration Success

You have successfully registered your Google Authenticator Token for 2nd Factor Authentication.


Moving forward, please use your Google Token for 2nd Factor Authentication. You will no longer receive a PIN through email.



Please click on the button below to continue with your login.

Continue

Successful Registration!

Help Resources

General Help Terms and Conditions Privacy Policy Vulnerability Disclosure Policy (VDP) 

 **REFUGEE ARRIVALS DATA SYSTEM (RADS)** **CONTACT US:**  System Administrator



Registration & Login

Contains information on login procedures and account password resets.

[Click Here](#)



Training Resources

Contains a variety of training materials organized by module.

[Click Here](#)



RADS SOT Module Demonstration



Program Data Point Reporting Tips: Slide 1

Reminders:

- When using “other” for *DP3- Type of Torture Suffered* and *DP4- Reason for Torture*, please make sure the response is clear, specific, and does not fall under any of the existing categories. For *DP3*, the act must constitute torture.
- If a client is unsure of their age at intake, please provide an estimated age for *DP9- Age at Intake*.
- If a client is unsure of the number of years of education prior to their arrival to the United States, please provide an estimate for *DP10- Education Prior to Arrival*.

Program Data Point Reporting Tips: Slide 2

Reminders:

- Double-check for countries, ethnicities, and languages with similar names, those known by more than one name, or alternate spellings.

Examples:

- Similar names
 - Ethnicity: Mandaean, Mande, and Mende
 - Language: Amharic vs. Aramaic
- Alternate spelling
 - Ethnicity: Benin and Bini
- Multiple names for one item
 - Country: Burma aka Myanmar
 - Language: Dari aka Farsi aka Persian

Program Data Point Reporting Tips

Data Point (DP) 1: New primary + continuing primary + new secondary + continuing secondary = Total Clients		
=	≤	≥
<input type="checkbox"/> <ul style="list-style-type: none"> DP7: Gender DP8: Immigration Category/Status at Intake DP9: Age at Intake DP12: Length of Time in the U.S. at Intake DP13: Country of Origin DP14: Ethnicity DP15: Religion DP16: Languages Used 	<ul style="list-style-type: none"> DP2: Age when First Subjected to Torture DP3: Type of Torture Suffered* DP4: Reason for Torture* DP5: Country Where Torture Occurred* DP10: Education Prior to Arrival DP11: Employment in the U.S. at Intake <input type="checkbox"/> DP20–26: Outcomes 	<ul style="list-style-type: none"> DP6: Client Goal(s) at Intake DP17: Clients Served by Service Category

*or could potentially be >

Questions & Answers

