

Hello Prevention Providers,

***For those of you that still need training in Minerva or if you would like a refresher:***

An online version of the Minerva Management Information System (MIS) Training is now available on the OWL E-Learning site on The Athena Forum ([www.theathenaforum.org/owl](http://www.theathenaforum.org/owl)). This training will take about 1.5 hours to complete. Once the training is complete, you will be required to complete a quiz and a survey. Upon completion of the survey, you will receive a username and password for Minerva. This is not automated, so please give us 2 business days.

Please remember that you must have an OWL E-Learning account to enter the training.

To request an Owl E-Learning account, follow these steps:

1. **Log into your Athena account.** *(If you do not already have an Athena Account you will need to set that up first.)*

2. **Go to the Owl E-Learning page.**  
<http://www.theathenaforum.org/owl>

3. **Click the “New Users” link.**

Use Owl to develop and manage your skills and knowledge and to acquire the needed professional credentials. Owl's convenient courses and training program web-based platform allow you to take classes online and at your convenience.

**New Users - Activate your FREE OWL account**

**Returning Users - Login to OWL**

In constructing the system and its contents we have consulted with leading experts in the fields of learning and adult learning to ensure that the products we provide can be as effective as possible.

4. **Enter any required information.**

If prompted, be sure to submit your request.

5. **Watch for your account info in your email.**

This is not automated, so please give 3 business days to activate your Owl E-Learning account.

We apologize that the training window is small and a little grainy; We will work to improve this for future training videos. We recommend you follow along with the User Guide for reference.

Remember you will not be given a user login for Minerva until you have completed the training and the user survey.

If you have questions about the training, please contact [PrevMIS@dshs.wa.gov](mailto:PrevMIS@dshs.wa.gov).

Thank you.

*DBHR Prevention Team*

