



Trainer-in-a-Box™  
User Agreement Requirements

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**Purpose**

The Trainer-in-a-Box™ (TIB) training series is a quality, professional product which NARA makes available to regulatory personnel across the country. NARA is committed to encouraging and nurturing the creation of timely training packages on many subjects by forming partnership with a stable of skilled, experience and knowledge rich developers with a wide range of expertise.

**User Agreement/License**

1. The use of presentation and instructor's package materials is restricted in accordance with the policies of The National Association for Regulatory Administration (NARA) stated below.
2. The texts and slides of any presentation, including its instructor's package, may not be altered without NARA's permission. Agencies may add text or slides if identified as unique to the agency and if identified as having been developed by the agency and not having been reviewed or approved by NARA.
3. The workshop materials remain the copyrighted property of NARA and its developers and may not be electronically or print copied or distributed.  
*Exceptions:*
  - a. A backup file copy may be made
  - b. Trainees employed by the regulatory agency may be provided with a personal use copy of:
    - i. The Reading and Reference List portion of the instructor's package
    - ii. A hard-copy of slide-miniatures, minus the speaker notes, intended for trainees to make personal notes during the session
    - iii. Other materials designated in the instructor's package as intended to be handouts for trainees
4. The developer is permitted to use the training package with her/his own agency at will.