

Child Care Training Classes via Conference Call - October

Family Guidance Center's Child Care Education and Training Program will be offering the following child care training classes via a conference call system for October 2020 through the Montgomery Office.

Class	Time and Date	Preview received by	State Category	APCK Area	CCDF Areas	CDA Area
<i>Where Are Your Manners?</i>	10/5/20 6:30 pm – 7:30 pm 1 hour	10/2/20 Must be received by 12:00 Noon	PDG	CGD	13	#3
Especially for Directors <i>How to Have Successful and Productive Team Meetings</i>	10/14/20 12:00 – 12:30 pm 1 hour	10/9/20 Must be received by 12:00 Noon	Admin or QCCL	MA	20	#6
<i>Reading Made Fun</i>	10/19/20 6:30 pm – 7:30 pm 1 hour	10/16/20 Must be received by 12:00 Noon	LD	LEE	20	#2
<i>Finding Questions Worth Asking</i>	10/26/20 6:30 pm – 7:30 pm 1 hour	10/23/20 Must be received by 12:00 Noon	QCCL or CCPF	ICFC	20	#3

The steps to participate in these training sessions are:

- Register for the class or classes by calling 270-4100 ext 235. You will need to provide an email address and a phone number.
- We will need an email address or a fax number so we can send the Preview Questions.
- Once you receive the Preview Questions you will need to answer them and return them by email or fax. When we have received the answers to the Preview Questions, you will be emailed or faxed directions to access the conference call system.
- A few minutes before the start time for the class, call the phone number provided.
- After the 1 hour class, the staff member will email or fax the Review Questions and Evaluation Form.
- Complete the Review Questions and Evaluation Form and email or fax to the staff member.
- When we have received all paperwork, a certificate for 1 hour of credit will be mailed to you.

We must receive all paperwork by the due date in order to participate in the training session. If any paperwork is missing, you will not be able to receive a certificate for the training session.

If you have any questions, please contact us.