



The Creative Curriculum[®] *for* Preschool

User's Guide to Online
Implementation Training

Getting Started With Online Implementation Training

Welcome to “*The Creative Curriculum® System for Preschool: Overview and Implementation*” training for teachers! This guide was written to help you complete the 6-hour training online.

The course has three modules:

- **Module 1:** *System Overview, Part 1 (System Guide and Knowledge-Building Volumes)*
- **Module 2:** *System Overview, Part 2 (Daily Practice Resources)*
- **Module 3:** *Using a Teaching Guide and Planning Your Week*

These guided, interactive modules are self-paced. You will be able to type in your ideas, view video clips, and complete short activities and quizzes.

The activities and quizzes will familiarize you with *The Creative Curriculum® System for Preschool* components, help you reflect on your experience, and reinforce what you are learning. **Please note:** Your answers are not saved, and quizzes are not scored. If you log out and return at a later time, you will not see your answers from a previous session.

This course includes audio. You will need speakers or headphones to hear it. You can view a transcript of the narration under a **Transcript** tab.

Minimal requirements to view the course content:

- Adobe® Flash® Player 10.2 or greater (Downloadable from <http://get.adobe.com/flashplayer/>)
- One of the following browsers:
 - Chrome 6.0 and above
 - Firefox 3.0 and above
 - Internet Explorer 7 or 8 (IE 9 beta versions are not supported at this time)
 - Safari 4.0 and above
 - Broadband Internet access with a download rate of 768 kbit/s or faster (DSL, cable, T1)

Let's get started!

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Setting Up

Signing In

Before you sign in, make sure you have received an e-mail message from Teaching Strategies inviting you to participate in the course. This message will include an [activation link](#), which you will need to follow in order to activate your Teaching Strategies professional development account. When you are ready to sign in, follow the activation link to go to www2.teachingstrategies.com/activateNationalPD.cfm. Then follow the instructions below for registered users or new/unregistered users, as appropriate.

Activating Your Account: Registered Users

If you have already registered,

- Look for the “Registered Users” box. Enter your username and password in the appropriate fields. The activation code will already be filled in.
- Click [SUBMIT](#).

Activate Your Teaching Strategies Professional Development Account

If you have already activated your Teaching Strategies professional development account, sign in at www.teachingstrategies.com/login.cfm to access the online professional development modules. Sign in using the username and passwords you used here to activate each code.

Registered Users
If you are a registered user, please enter your username, password, and activation code below.

Username:

Password:

Activation Code:

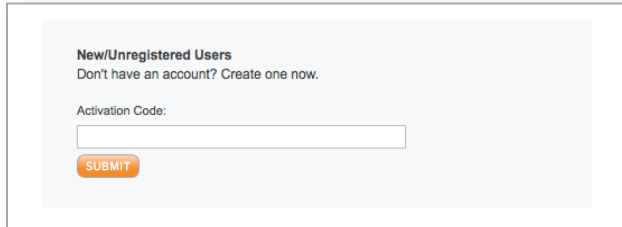
[SUBMIT](#) [Forgot Password?](#) [Forgot Username?](#)

Setting Up, *continued*

Activating Your Account: New/Unregistered Users

If you have not already registered,


- Look for the “New/Unregistered Users” box. The activation code will already be filled in.
- Click [SUBMIT](#).

A screenshot of a web form titled "New/Unregistered Users". Below the title is the text "Don't have an account? Create one now." followed by "Activation Code:" and a text input field. Below the input field is an orange button with the word "SUBMIT" in white capital letters.

- On the activation page that follows, enter the required information in the fields provided. Then click [SUBMIT](#).

Once you have activated your account, you can access this course 24/7 by logging in at www2.teachingstrategies.com/login.cfm.

You'll find the course by selecting [Courses](#) from the [PROFESSIONAL DEVELOPMENT](#) tab in your dashboard.

You will see this icon on some screens: . When you hover over or click on it, you will find information about the item or screen you are exploring.

TIP: Use the [Forgot Password?](#) and [Forgot Username?](#) links if you forgot the information. Your username and a temporary password will automatically be sent to the e-mail address in your profile. For security reasons, the temporary password expires one hour after it is sent, so sign in as soon as you receive the e-mail.

Setting Up, *continued*

Password and Security Questions

The first time you log in to your Teaching Strategies account, you will create a new password and then select and answer three security questions.

Log In Information

▶ ***Username***

▶ ***Password***
▶ **Please *Please Re-type Your Password*:**

▶ ***Security Question* 1:**

▶ ***Security Response* 1:**

▶ ***Security Question* 2:**

▶ ***Security Response* 2:**

▶ ***Security Question* 3:**

▶ ***Security Response* 3:**

Preferences

How would describe your position?

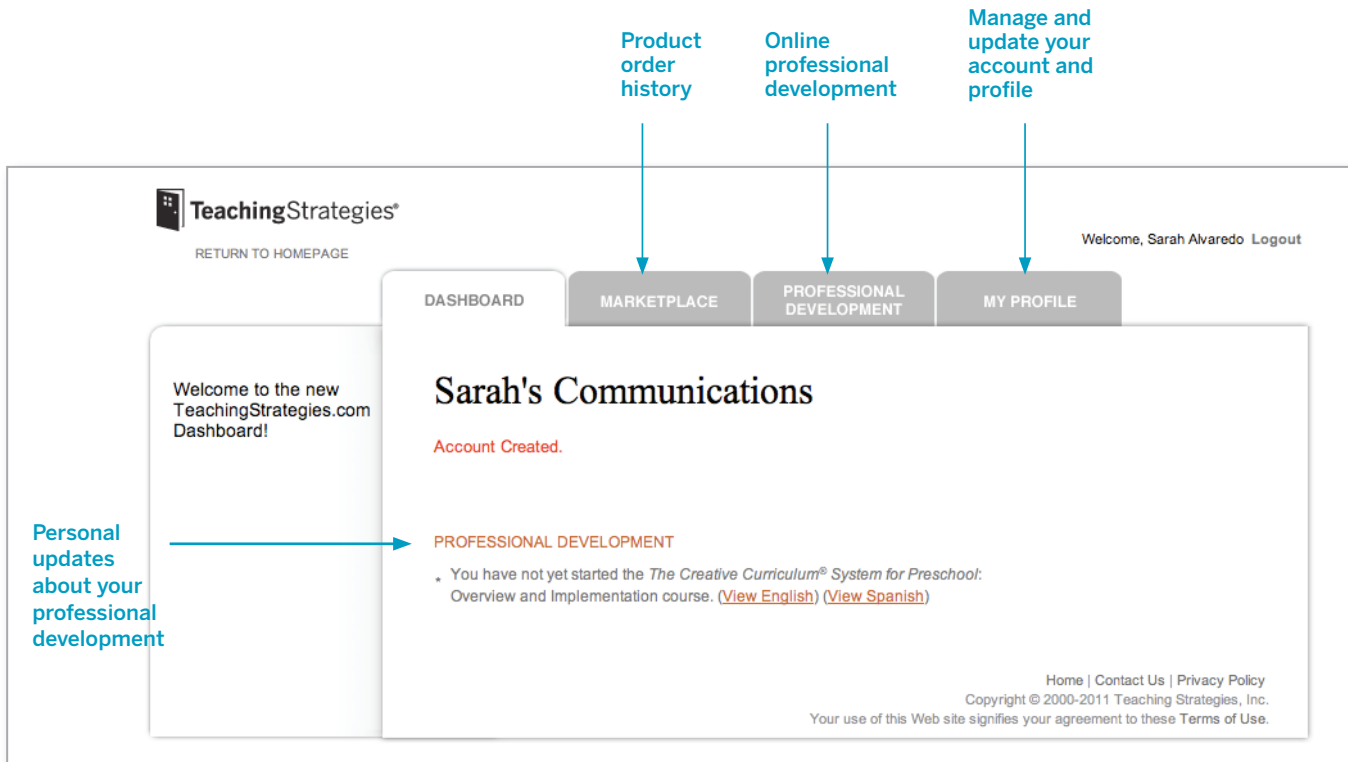
Do you want to subscribe to free marketing e-mail updates about Teaching Strategies' products and services?
 Yes ***No***

TIP: Return to your dashboard and select the [MY PROFILE](#) tab to edit your profile, password, security questions, or username. Remember to keep your e-mail address updated in case you forget your log-in information.

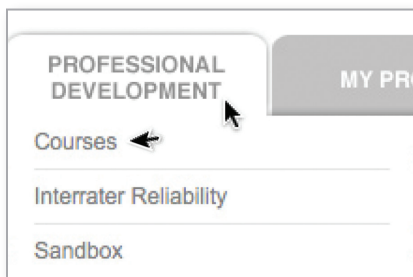
Accessing Your Course

Your Dashboard

Once you have logged in, you will go to your personal **DASHBOARD**. The dashboard is your point of entry to your online professional development course and provides important communications related to your overall Teaching Strategies account.



To access your course, click the **PROFESSIONAL DEVELOPMENT** tab at the top of the screen and select **Courses** from the dropdown menu.



Accessing Your Course, *continued*

Course Selection

You can choose to take “*The Creative Curriculum® System for Preschool: Overview and Implementation*” training in English or Spanish. Click on either “View English” or “View Spanish” after the course name. This will take you to the [Course Overview](#) screen, where you will be able to view and access the three modules of the course.

The screenshot shows the Teaching Strategies user dashboard. At the top, it says "TeachingStrategies®" and "Welcome, Sarah Alvaredo Logout". Below this are navigation tabs: "DASHBOARD", "MARKETPLACE", "PROFESSIONAL DEVELOPMENT", and "MY PROFILE". The "DASHBOARD" tab is active. On the left, there is a sidebar with "Courses" and "Interrater Reliability". The main content area is titled "Sarah's Course(s)" and states "You are currently enrolled in 1 course." Below this is a table with columns "Course", "Status", and "Details". The table contains one row for "The Creative Curriculum® System for Preschool: Overview and Implementation" with a status of "Not Started" and links for "View English" and "View Spanish". To the right of the table is a "Key" section with three items: "Not Started" (grey square), "In Progress" (yellow square), and "Complete" (blue square). At the bottom, there are links for "Home", "Contact Us", and "Privacy Policy", along with copyright information for 2000-2011 Teaching Strategies, Inc.

Course Overview

This screen lists the modules that are part of this course. Click on the module title to access the one on which you want to work. We highly recommend that you complete the modules in numerical order, but you can view any module at any time. Your progress is shown by color-coded boxes that provide information about your work on each module.

If at any time you want to view the modules in Spanish, click the “[View Spanish](#)” button.

The screenshot shows the Teaching Strategies course overview page. At the top, it says "TeachingStrategies®" and "Welcome, Sarah Alvaredo Logout". Below this are navigation tabs: "DASHBOARD", "MARKETPLACE", "PROFESSIONAL DEVELOPMENT", and "MY PROFILE". The "DASHBOARD" tab is active. On the left, there is a sidebar with "Courses" and "Interrater Reliability". The main content area is titled "My Courses / The Creative Curriculum® System for Preschool: Overview and Implementation" and "Course: The Creative Curriculum® System for Preschool: Overview and Implementation". Below this is a "Course Overview" section with a paragraph of text and a "Download instructions for completing this course. (PDF)" link. There is also a "Directions" section with text. Below the directions is a "View Spanish" button. At the bottom is a table with columns "Module", "Status", and "Details". The table contains three rows for "Module 1", "Module 2", and "Module 3", with status indicators (yellow, grey, grey) and "Last access" dates. To the right of the table is a "Key" section with three items: "Not Started" (grey square), "In Progress" (yellow square), and "Complete" (blue square). At the bottom, there are links for "Home", "Contact Us", and "Privacy Policy", along with copyright information for 2000-2011 Teaching Strategies, Inc.

Starting Your Course

Module Sections

This screen lists the sections that make up a given module. Click on a section name to access the section on which you want to work.

We recommend that you complete the sections in the order in which they are listed, but you can view any section or subsection at any time.

The screenshot displays the Teaching Strategies website interface. At the top left is the logo and a 'RETURN TO HOMEPAGE' link. At the top right, it says 'Welcome, Sarah Alverado Logout'. Below this are navigation tabs: 'DASHBOARD', 'MARKETPLACE', 'PROFESSIONAL DEVELOPMENT', and 'MY PROFILE'. The main content area is titled 'My Courses / The Creative Curriculum® System for Preschool: Overview and Implementation / Module 1 – System Overview, Part 1: Getting Started DVD, System Guide, and Knowledge-Building Volumes'. The section title is 'Module 1 – System Overview, Part 1: Getting Started DVD, System Guide, and Knowledge-Building Volumes'. Under 'Learning Objectives', there are three bullet points. To the right is a 'Key' with three items: 'Not Started' (grey square), 'In Progress' (yellow square), and 'Complete' (light blue square). Below this is a 'Directions' paragraph. At the bottom is a table with 10 rows and 2 columns: 'Section' and 'Status'. All status boxes are grey, indicating 'Not Started'. A button at the bottom left says 'Return to Course Overview to see all modules in this course'. At the bottom right, there is a footer with 'Home | Contact Us | Privacy Policy', 'Copyright © 2000-2011 Teaching Strategies, Inc.', and 'Your use of this Web site signifies your agreement to these Terms of Use.'

TeachingStrategies®

RETURN TO HOMEPAGE

Welcome, Sarah Alverado Logout

DASHBOARD MARKETPLACE PROFESSIONAL DEVELOPMENT MY PROFILE

My Courses / The Creative Curriculum® System for Preschool: Overview and Implementation / Module 1 – System Overview, Part 1: Getting Started DVD, System Guide, and Knowledge-Building Volumes

Module 1 – System Overview, Part 1: Getting Started DVD, System Guide, and Knowledge-Building Volumes

Learning Objectives

- Understand what materials are included in the System, including instructional resources.
- Identify the components of The Creative Curriculum® System for Preschool.
- Understand how the five curriculum volumes serve as knowledge-building resources for teachers at all levels.
- Recognize the progressions of development and learning and how they serve as the foundation for the curriculum.

Key

- Not Started
- In Progress
- Complete

Directions: Click on a section name to begin. We recommend that you complete the sections in the order in which they are listed, but you can complete them in any order. Your status will be updated as you view the slides in the module. You must complete all sections to receive a "complete" for the entire module.

Section	Status
1. Welcome	<input type="checkbox"/>
2. Getting Started DVD	<input type="checkbox"/>
3. System Guide	<input type="checkbox"/>
4. Knowledge-building volumes	<input type="checkbox"/>
5. Volume 5	<input type="checkbox"/>
6. Volume 1	<input type="checkbox"/>
7. Volume 2	<input type="checkbox"/>
8. Volume 3	<input type="checkbox"/>
9. Volume 4	<input type="checkbox"/>
10. Conclusion	<input type="checkbox"/>

Return to Course Overview to see all modules in this course

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Copyright © 2000-2011 Teaching Strategies, Inc.
Your use of this Web site signifies your agreement to these Terms of Use.

Starting Your Course, *continued*

Browser Window

When you select a section from the list on the [Module Overview](#) screen, the content will appear in a new browser window. As you view the screens, your completion status for the section and for the module will be tracked automatically. If you want to resize the window, click and drag on its lower right corner.

The screenshot displays a video player interface. The top-left corner shows the title "System Overview, Part 1". Below this is a navigation menu with two tabs: "Outline" and "Transcript". The "Outline" tab is active, showing a list of sections: "Welcome", "Getting Started DVD", "System Guide", "Knowledge-Building Volumes", and "Conclusion". The main content area features a large title "The Creative Curriculum® System for Preschool" in a serif font, with "for Preschool" in a blue script font. Below the title is a horizontal line, followed by a collage of images representing various components of the system, including books, a laptop, a red wagon, and colorful toys. Underneath the collage is the text "Overview and Implementation". At the bottom of the main content area is a horizontal bar with four colored segments: "Curriculum" (blue), "Assessment" (yellow), "Professional Development" (orange), and "Family Connection" (green). The video player controls at the bottom include the "TeachingStrategies" logo, a speaker icon, a progress bar showing "Topic 1 of 18", a "Paused" status, a time display of "00:09 / 00:26", and standard play/pause, stop, and next buttons.

Tracking Your Progress

When you stop working on a module and close the browser window, click on the [See Module Status](#) button to see your updated status for each section of the module that you just exited.

The screenshot shows the Teaching Strategies dashboard. At the top left is the logo and a 'RETURN TO HOMEPAGE' link. The top right says 'Welcome, Sarah Alverado Logout'. Below the logo are four navigation tabs: DASHBOARD, MARKETPLACE, PROFESSIONAL DEVELOPMENT, and MY PROFILE. The main content area is titled 'My Courses / The Creative Curriculum® System for Preschool: Overview and Implementation / Module 1 – System Overview, Part 1: Getting Started DVD, System Guide, and Knowledge-Building Volumes'. Below this is the heading 'Module 1 – System Overview, Part 1: Getting Started DVD, System Guide, and Knowledge-Building Volumes'. A text box says 'When you have closed the module window, click the button below to see your updated module status.' Below this text is a button labeled 'See Module Status'. To the right of the button is a 'Key' section with three items: 'Not Started' (grey square), 'In Progress' (yellow square), and 'Complete' (light blue square). A blue arrow points from the 'See Module Status' button to the 'Key' section. At the bottom right, there are links for 'Home | Contact Us | Privacy Policy' and a copyright notice: 'Copyright © 2000-2011 Teaching Strategies, Inc. Your use of this Web site signifies your agreement to these Terms of Use.'

You must view all the screens in a section in order for your status to show as “Complete” for that section. You can continue working by choosing a section from the Module Status list. The [Chart](#) shows your status for each section, and a key explains the colors.

Note: Your progress will be tracked for each module, regardless of the language chosen. For example, if you start the training in Spanish and complete 3 sections, then switch to English to complete the next three sections, your status will show as “Complete” for all six sections.

The screenshot shows a 'Directions' box at the top: 'Click on a section name to begin. We recommend that you complete the sections in the order in which they are listed, but you can complete them in any order. Your status will be updated as you view the slides in the module. You must complete all sections to receive a “complete” for the entire module.' Below this is a table with two columns: 'Section' and 'Status'. The table lists 10 sections, each with a grey square in the 'Status' column. Below the table is a button labeled 'Return to Course Overview to see all modules in this course'. At the bottom right, there are links for 'Home | Cont...' and a copyright notice: 'Copyright © 2000-2011 Te... Your use of this Web site signifies your agreement b...'. To the right of the table is a 'Key' section with three items: 'Not Started' (grey square), 'In Progress' (yellow square), and 'Complete' (light blue square).

Section	Status
1. Welcome	Not Started
2. Getting Started DVD	Not Started
3. System Guide	Not Started
4. Knowledge-building volumes	Not Started
5. Volume 5	Not Started
6. Volume 1	Not Started
7. Volume 2	Not Started
8. Volume 3	Not Started
9. Volume 4	Not Started
10. Conclusion	Not Started

Tracking Your Progress, *continued*

To return to the Course Overview screen, click on [Return to Course Overview](#) at the bottom of the section list.

8. Volume 3	<input type="checkbox"/>
9. Volume 4	<input type="checkbox"/>
10. Conclusion	<input type="checkbox"/>

[Return to Course Overview to see all modules in this course](#)

The Course Overview screen will show your status for each module.

You must complete all sections in a module in order for your status to show as “Complete” for that module.

When you have completed all of the course modules, you will see an option to print a “Training Certificate.”

This option will remain on the Course Overview screen so you can print the certificate at your convenience.

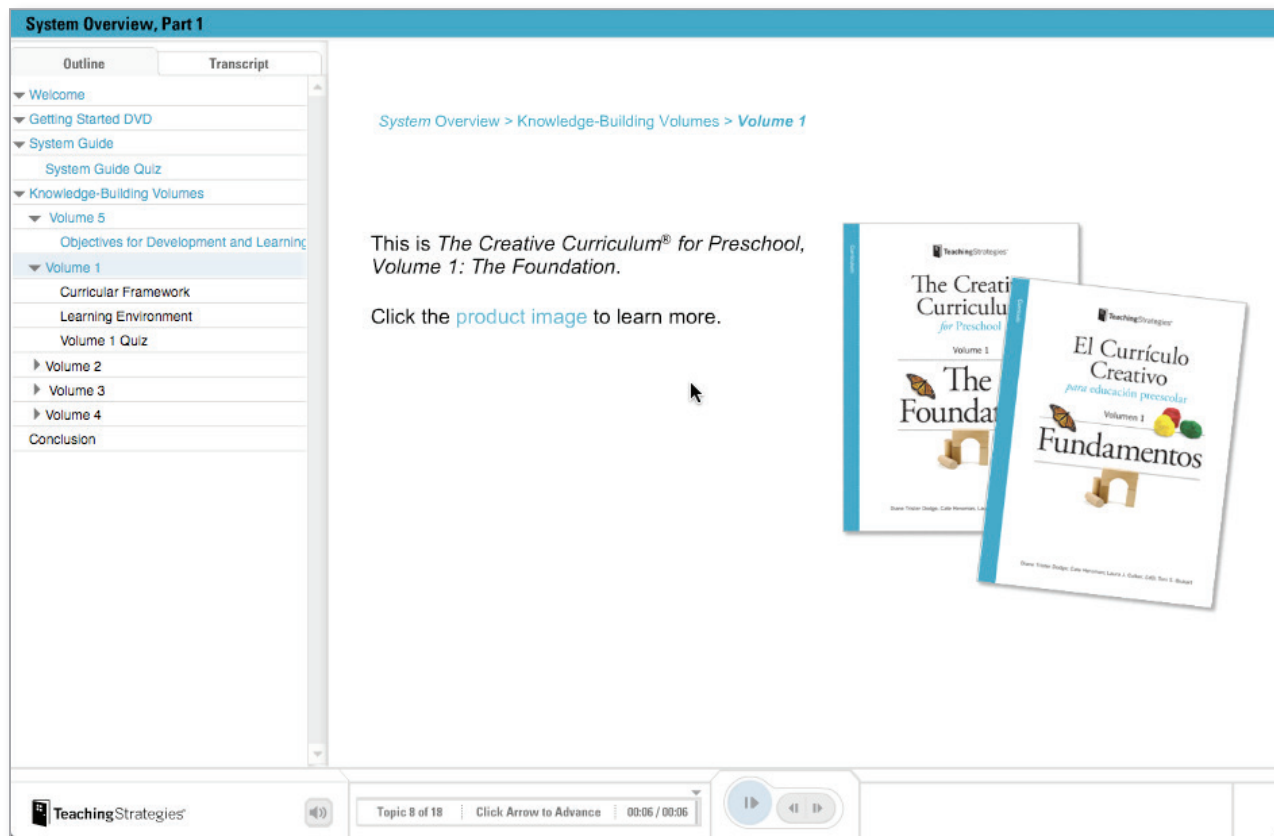
Module	Status	Details
Module 1 – System Overview, Part 1: <i>Getting Started DVD, System Guide, and Knowledge-Building Volumes</i>	<input type="checkbox"/>	Completed 06/09/11
Module 2 – System Overview, Part 2: <i>Daily Practice Resources</i>	<input type="checkbox"/>	Completed 06/09/11
Module 3: <i>Using a Teaching Guide and Planning Your Week</i>	<input type="checkbox"/>	Completed 06/09/11
Print Certificate		



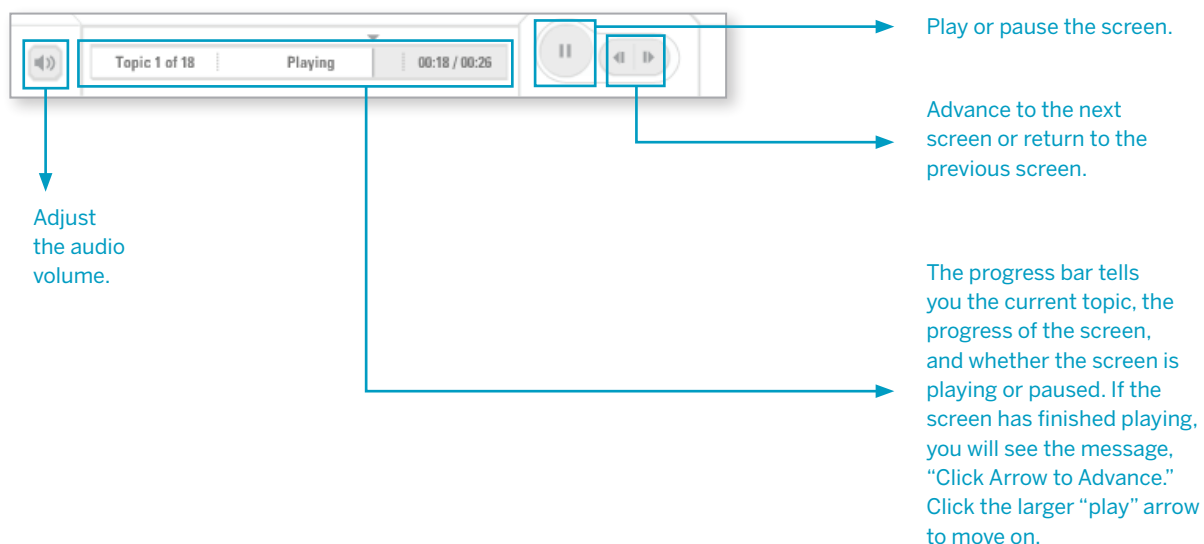
Navigating Your Course

Player Controls

You will see player controls at the bottom of each screen. They enable you to adjust the audio volume, play or pause the screen, advance to the next screen, or return to the previous screen.



Player Controls: Navigating the Flash Player



Navigating Your Course, *continued*

Outline Tab

Sections and subsections of the module are listed under the [Outline](#) tab. Click on the arrow to the left of a section heading to view the related subheadings. Click on any title (heading or subheading) in the outline to begin viewing that section or subsection.

Use the scroll bar to the right of the outline to view the entire outline.

Once you have viewed a section or subsection, its title will be blue during that log-in session.

As the outline shows, each section is divided into subsections. We recommend that you view all the subsections of a section before you close the browser window. Although section-completion is tracked, you will not see a list of every subsection that you viewed.

If your section status is still “In Progress,” you can click on the section title in the outline to view the subsection titles. Clicking on a title will take you to the beginning of the section or subsection.

The screenshot shows the 'System Overview, Part 1' interface. At the top, there are two tabs: 'Outline' (selected) and 'Transcript'. Below the tabs is a scrollable list of sections and subsections. The sections are: Welcome, Getting Started DVD, System Guide (with a sub-item 'System Guide Quiz'), Knowledge-Building Volumes, Volume 5 (with a sub-item 'Objectives for Development and Learning'), Volume 1 (with sub-items 'Curricular Framework', 'Learning Environment', and 'Volume 1 Quiz'), Volume 2, Volume 3, Volume 4, and Conclusion. The titles for 'Welcome', 'Getting Started DVD', 'System Guide', 'Knowledge-building volumes', and 'Volume 5' are highlighted in blue. Below the list is a table with two columns: 'Section' and 'Status'. The table lists the sections and their corresponding status icons.

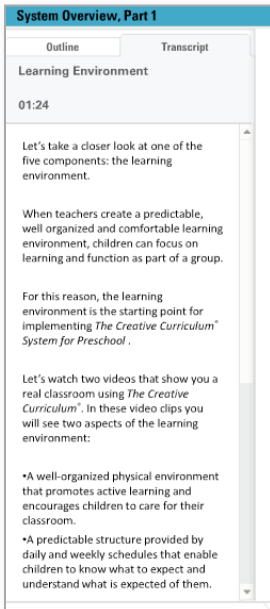
Section	Status
1. Welcome	<input type="checkbox"/>
2. Getting Started DVD	<input type="checkbox"/>
3. System Guide	<input type="checkbox"/>
4. Knowledge-building volumes	<input type="checkbox"/>
5. Volume 5	<input type="checkbox"/>
6. Volume 1	<input checked="" type="checkbox"/>
7. Volume 2	<input type="checkbox"/>
8. Volume 3	<input type="checkbox"/>
9. Volume 4	<input type="checkbox"/>
10. Conclusion	<input type="checkbox"/>

Note: If you log out and start again at a later time, the Outline will not show the titles of your previously viewed sections and subsections in blue unless you view them again.

Navigating Your Course, *continued*

Transcript Tab

You can click on the [Transcript](#) tab to view a complete transcript of the audio for each screen. Use the scroll bar on the right of the transcript to view the entire transcript.



SUBMIT and NEXT Buttons

During some of the activities, you will need to click on a [SUBMIT](#) or [NEXT](#) button in the lower right corner of the screen in order to proceed.



Navigating Your Course, *continued*

Videos

Many screens in this training have embedded videos. On some of those screens, you will be prompted to click a video icon to start the video. On others, the video will play automatically. The length of time it takes for the videos to load and begin playing depends on your Internet connection.



Accessing Digital Versions of Related Resources

As you work on the modules, you will be asked to consult particular resources of *The Creative Curriculum® System for Preschool*. While we recommend that you have the actual printed versions handy in order to become more familiar with them, you will have the option of accessing digital versions when the need arises.

Exiting the Course

To exit the course, simply close your main browser window.



On a PC, click on the red X button in the upper right corner of the window.



On a Mac, click on the red button in the upper left corner of the window.

We hope that you find this guide to be useful. If you have further questions about how to complete this course or require additional support, just e-mail us at implementation@teachingstrategies.com or call our support line at [1.866.736.5913](tel:1.866.736.5913).

Thank you for using *The Creative Curriculum® for Preschool* in your classroom!