

# Family

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Manage Family Members

View Shared Resources

Sharing Documentation, Weekly Plans, and  
Reports with Families

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*LearningGames®* Activities

Manage Family Messages

Family Conference Form

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# Manage Family Members

Teachers can manage the family members associated with their children and invite them to create an account in the Family area. Resources shared with a child's family will be shared with all family members associated with that child.

1 To add new family members navigate to the Family Engagement sub-navigation of the Family area.

3 Select **ADD FAMILY MEMBER**.

The screenshot shows the MyTeachingStrategies interface. At the top, there's a navigation bar with icons for Teach, Assess, Develop, Report, and Family. The 'Family' tab is selected. Below the navigation bar, there's a sub-navigation bar with 'Family Engagement' and 'Family Conference Form'. The 'Family Engagement' tab is selected. On the left, there's a sidebar with the heading 'I want to...' and four options: 'Manage Family Members', 'View Shared Resources', 'Access the Resources Library', and 'Manage Family Messages'. The 'Manage Family Members' option is selected. The main content area has the heading 'Manage Family Members' and a description: 'Manage the family members associated with your children and invite them to create an account in the MyTeachingStrategies™ Family portal. Resources shared with a child's family will be shared with all family members associated with that child.' Below this, there are two buttons: 'Add Family Member' and 'Invite Selected Family Member'. Below the buttons is a table with the following columns: Child, Family Member, Family Member Email, Family Member Relationship, Invite / Resend, Invitation Emailed, Email Status, and Delete Family Member. The table has one row with the following data: Child: Bella Fernandez, Family Member: Tim Reed, Family Member Email: timr@teachingstrategies.com, Family Member Relationship: Father, Invite / Resend: [Envelope icon], Invitation Emailed: 04/06/2018, Email Status: Read, Delete Family Member: [Trash icon].

Child	Family Member	Family Member Email	Family Member Relationship	Invite / Resend	Invitation Emailed	Email Status	Delete Family Member
Bella Fernandez	Tim Reed	timr@teachingstrategies.com	Father	[Envelope icon]	04/06/2018	Read	[Trash icon]

2 Select **MANAGE FAMILY MEMBERS** in the left navigation.

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## Add Family Member

- 1 Choose a child from the **SELECT CHILD** dropdown.
- 2 Type in the family member's first name, last name, and email address (the Family Member Relationship field is optional).

**MyTeachingStrategies®** Teach Assess Develop Report **Family** Preschool MT

**Family Engagement** Family Conference Form

I want to...

- Manage Family Members
- View Shared Resources
- Access the Resources Library
- Manage Family Messages

### Add Family Member

Enter the required information to add family members and invite them to create an account in the *MyTeachingStrategies™* Family portal.

Select Child  
Emily Lacbawan

Family Member First Name	Family Member Last Name	Family Member Email	Family Member Relationship
Brittney	Hurst	bhurst@gmail.com	Mother

**Add Another Family Member**

**Cancel** **Save and Invite** **Save**

- 3 If you want to add another family member for the child at the same time, select **ADD ANOTHER FAMILY MEMBER**. Select **CANCEL** to go back to the previous screen. Select **SAVE AND INVITE** to add the family members to the system and to send an email invitation. Select **SAVE** to add the family members to the system without an email alert. Selecting **SAVE AND INVITE** on the **ADD FAMILY MEMBER** page will bring up the email invitation message page.

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## Invitation to Family Members

- 1 The invitation email will default to English – toggle to **USE SPANISH** to use the Spanish invitation email.
- 2 Add an optional additional message to the family member(s) by typing into the **CUSTOM MESSAGE** box.

**MyTeachingStrategies™** Teach Assess Develop Report **Family** Preschool MT 13

**Invitation to Family Members**

**Family Member Recipients**

Child	Family Members
Isabella Ramirez	Maria Ramirez (Mother)

**Preview Message**

☒ Use English ☐ Use Spanish

Dear Maria Ramirez,  
**YOU ARE INVITED!**  
 I invite you to participate in our program by communicating with us online through the *MyTeachingStrategies™* Family portal.  
 The *MyTeachingStrategies™* Family portal makes it easy to communicate with you about your child's ongoing development and our classroom activities.  
 -----  
 A MESSAGE FROM YOUR CHILD'S TEACHER

**Customize Message**

You have the option to add a customized note that will appear in the "A Message From Your Child's Teacher" section of the message. If you choose not to add a customized note, that section will not appear in your sent message.

- 3 Select **CANCEL** to go back to the previous screen. Select **SEND** to send the invitation email.

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## Manage existing family members

- 1 To manage existing family members, navigate to the Family Engagement sub-navigation of the Family area. Select **MANAGE FAMILY MEMBERS** in the left navigation.
- 2 Select the check boxes next to one more family member's names, then select the **INVITE SELECTED FAMILY MEMBER** button to send or resend the invitation email (there is a check-all option). Select the name of the family member to edit their name and/or email address. Select the envelope icon to send or resend the invite email to that one family member.
- 3 The **INVITATION EMAILED** column will display the most recent date the invitation email was sent.
- 4 The **EMAIL STATUS** column will show **READ** when the family member accesses the invitation email.
- 5 Select the trash can icon under **DELETE FAMILY MEMBER** to remove that family member's access to the child.

The screenshot shows the 'Manage Family Members' page in the MyTeachingStrategies interface. The left sidebar has a 'Family Engagement' section with 'Manage Family Members' selected. The main content area has a title 'Manage Family Members' and a description: 'Manage the family members associated with your children and invite them to create an account in the MyTeachingStrategies™ Family portal. Resources shared with a child's family will be shared with all family members associated with that child.' Below this are two buttons: 'Add Family Member' and 'Invite Selected Family Member'. A table lists family members with columns for selection, child name, family member name, email, relationship, invite/resend, invitation emailed date, email status, and delete. The table contains one entry for Bella Fernandez, with family member Tim Reed, email timr@teachingstrategies.com, relationship Father, and an invitation emailed on 04/06/2018 with a status of 'Read'. A trash can icon is visible in the delete column for this entry.

	Child	Family Member	Family Member Email	Family Member Relationship	Invite / Resend	Invitation Emailed	Email Status	Delete Family Member
<input type="checkbox"/>	Bella Fernandez	Tim Reed	timr@teachingstrategies.com	Father		04/06/2018	Read	

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## View Shared Resources

Teachers can easily keep track of what has been shared so far with each child's family member, including documentation, weekly plans, reports, activities, and family conference forms.

To access what has been shared with families, navigate to the Family area. Select Family Engagement in the sub-navigation. Select View Shared Resources in the left navigation. Select View Shared Resources in the left navigation.

**1** Select a child from the **SELECT CHILD** dropdown.

**2** Select the shared resources you wish to view and select **SUBMIT**.

The interface shows the MyTeachingStrategies logo, navigation tabs (Teach, Assess, Develop, Report, Family), and a sub-navigation bar (Family Engagement, Family Conference Form). The left sidebar lists actions: Manage Family Members, View Shared Resources, Access the Resources Library, and Manage Family Messages. The main content area is titled 'View Shared Resources' and includes a 'Select Child' dropdown (Bella Fernandez) and a 'Select Shared Resources' section with checkboxes for Documentation, Family Conference Forms, Development and Learning Activities, Report Cards, Weekly Plans, LearningGames® Activities, and Development and Learning Reports. A 'Filter Summary' panel on the right shows the selected child (Bella Fernandez) and a 'Submit' button. A modal window titled 'Documentation' displays a list of shared resources for Bella Fernandez, including '1b. Preliminary Level: 4', '1c. Preliminary Level: 3', '2c. Preliminary Level: 6', and '17b. Preliminary Level: 1'.

A list will appear with all resources that have been shared with family members by any teacher in that child's class. These resources appear from most recently shared to first shared, but can be sorted from first shared to most recently shared.

**1** Select a child's name to navigate to that child's profile. Select a resource, which will open up for you to review.

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# Sharing Documentation, Weekly Plans, and Reports with Families

MyTeachingStrategies® allows you to share photos, videos, lesson plans, reports, and more with family members that have been added to a child's profile.

Sharing documentation? Be sure to individualize all documentation before sharing. Documentation will be shared with any family members whose children are associated with that documentation.

For more information on adding a family member in MyTeachingStrategies®, please reference the Administration chapter of the MyTeachingStrategies® How-To Guide for Administration.

To share documentation, a weekly plan, or a report with a family member, select **SHARE** in the left-hand navigation. The documentation, weekly plan or report will be shared with all family members tied to the child's account.

**MyTeachingStrategies®**

Teach Assess Develop Report Family

Infants, Toddlers, and Twos GOLD MC

Add Documentation View Documentation On The Spot Checkpoint By Child Checkpoint By Class Checkpoint Dates

Edit Documentation  
Delete Documentation  
Share Documentation

< back to view documentation

**Mee Young**  
October 27, 2016

**Objectives / Dimensions**

- 2c. Interacts with peers
- 2d. Makes friends
- 3a. Balances needs and rights of self and others
- 9b. Speaks clearly
- 9c. Uses conventional grammar
- 11a. Attends and engages
- 11e. Shows flexibility and inventiveness in thinking
- 14a. Thinks symbolically
- 21a. Understands spatial relationships
- 22a. Measures objects

**Notes**

Mee Young played with two other boys using the Legos today. Mee Young asked one boy to pass her the yellow block so she could make it "really high, higher than that!" and pointed to the boy's tower of Legos. She stacked the Legos 7 high and said, "This my big house. The biggest one!" She asked me to put the fire truck by her house. I asked her if she wanted it in front of the house or behind it. She said "here in front," and pointed to the side closest to her.

Entered on January 18, 2017 by Megan Colburn

**Documentation Summary**

**Children**  
Mee Young

**Date Observed**  
10/27/2016

**Notes**  
Mee Young played with two other boys using the Legos today. Mee Young asked one boy to pass her the yellow block so she could make it "really high, higher than that!" and pointed to the boy's tower of Legos. She stacked the Legos 7 high and said, "This my big house. The biggest one!" She asked me to put the fire truck by her house. I asked her if she wanted it in front of the house or behind it. She said "here in front," and pointed to the side closest to her.

**Caption**  
None

**Files Attached**  
1

**Objectives / Dimensions**

- 2c. Interacts with peers
- 2d. Makes friends
- 3a. Balances needs and rights of self and others
- 9b. Speaks clearly
- 9c. Uses conventional grammar
- 11a. Attends and engages
- 11e. Shows flexibility and inventiveness in thinking
- 14a. Thinks symbolically
- 21a. Understands spatial relationships
- 22a. Measures objects

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To access shared information, family members who have been added to a child account in MyTeachingStrategies® can set up their family account at [family.teachingstrategies.com](http://family.teachingstrategies.com) using the same email address on file. Please reference the MyTeachingStrategies® How-To Guide for Families for information for family members.

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# Access the Resources Library

Teachers can share Development and Learning activities and *LearningGames*® with family members via the Resources Library found within the Family area.

## Development and Learning Activities

Teachers will search for Development and Learning activities to share with families by age or class/grade and/or by area(s) of development and learning. To search for Development and Learning activities to share with family members:

- 1 In the Family area, select **FAMILY ENGAGEMENT**.
- 2 Select **ACCESS THE RESOURCES LIBRARY** in the left-hand navigation.
- 3 The Resource Type should be set to "Development and Learning Activities." Select an **AGE OR CLASS/GRADE**.
- 4 Select one or more **AREA(S) OF DEVELOPMENT AND LEARNING**.
- 5 Select **SUBMIT**.

The screenshot shows the MyTeachingStrategies® interface. At the top, there's a navigation bar with icons for Teach, Assess, Develop, Report, and Family. The Family icon is highlighted. Below the navigation bar, there's a sidebar with options: Manage Family Members, View Shared Resources, Access the Resources Library (highlighted with a blue dot), and Manage Family Messages. The main content area is titled "Resources Library" and contains a description, a "Select Shared Resources" section with a radio button for "Development and Learning Activities", and a form with fields for "Age or Class/Grade" (set to "Preschool 3 class/grade") and "Area of Development and Learning" (with checkboxes for Social-Emotional, Physical, Language, Spanish Language, Cognitive, Literacy, Spanish Literacy, Mathematics, Science and Technology, Social Studies, The Arts, and English Language Acquisition). A "Submit" button is at the bottom right. A "Resources Summary" sidebar on the right shows the selected filters: "Select Shared Resources" (Development and Learning Activities), "Language" (English), "Age or Class/Grade" (Preschool 3 class/grade), and "Area of Development and Learning" (Social-Emotional, Physical).



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Activities with a primary objective that fall within the selected area of development and learning that are appropriate for children on the selected age of class/grade will appear on the following screen. These activities will be listed in English, and where linguistically appropriate, in Spanish.

6

Select **VIEW** to preview or print the activity.

7

Select **SHARE** to share the activity with family members.

The screenshot displays the MyTeachingStrategies Family Engagement interface. The top navigation bar includes icons for Teach, Assess, Develop, Report, and Family (selected). The user is logged in as 'Preschool SJ' with a notification badge '1'.

The main content area is titled 'Resources Library: Development and Learning Activities'. It contains a table with the following data:

Activity Title	Area of Development & Learning	Age or Class/Grade	View	Share
Active Listening (English)	Social-Emotional	Preschool 3 class/grade	View	Share
Give Me the Words (English)	Social-Emotional	Preschool 3 class/grade	View	Share
Let's Do This Instead	Social-Emotional	Preschool 3	View	

On the right side, there is a 'Resources Summary' panel with the following details:

- Select Shared Resources:** Development and Learning Activities
- Language:** English
- Age or Class/Grade:** Preschool 3 class/grade
- Area of Development and Learning:** Social-Emotional, Physical
- Edit Criteria** button

An inset window shows a preview of the 'Active Listening' activity document. The document includes the following sections:

- Active Listening**
- Primary Objectives:** 1a. Manages feelings
- Why It's Important:** Using active listening with your child lets him know that his feelings are being understood, even if he can't verbalize them yet. When your child displays a strong emotion, active listening teaches him language that will help him eventually verbalize his feelings. This strategy also supports his development of empathy, helps diffuse emotional situations, and lets your child know that you care.
- Materials:** None
- What You Do:**
  - When your child shows strong emotions, get down to his eye level. Make eye contact and offer a gentle touch to let him know that you are listening.
  - If your child is not able to express himself verbally, you may have to talk about what you see and assess his feelings about the situation. *You are frowning at Michael's pile of blocks. Are you trying to tell him that you would like to have some of his blocks to play with?*
  - If your child talks, repeat his words in language he can understand while reflecting his tone. *You want that truck! You really want that truck!* (Say this as you scrunch up your nose and furrow your brow.)
  - Name and explain his feelings. *You are angry because Tommy has that truck.*
  - Help your child put his feelings and needs into words, if possible.

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- 8 Select children whose family members should receive the activity, then select **SUBMIT**.

MyTeachingStrategies™

Teach Assess Develop Report **Family**

Preschool SJ

### Share Development and Learning Activity: Active Listening

Select Children

☐ Select All

Bella Fernandez Jonathan Hurst Natasha Scorpino Nezie Madella Ruben Gutierrez Sam Erickson

Shaute Samuels Tianna Cotes Troy Johnson Vivian Ponce

Cancel Submit

- 9 The activity will be shared with the selected children's family members.

MyTeachingStrategies™

Teach Assess Develop Report **Family**

Preschool SJ

### Share Development and Learning Activity: Active Listening

✓ You have successfully shared.

Select Children

☐ Select All

Bella Fernandez Jonathan Hurst Natasha Scorpino Nezie Madella Ruben Gutierrez Sam Erickson

Shaute Samuels Tianna Cotes Troy Johnson Vivian Ponce

Cancel Submit

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## LearningGames® Activities

Teachers in a classroom with *The Creative Curriculum*®, Digital Resources can access *LearningGames*® activities to share with family members. To search for *Learning Games*® activities to share with family members:

- 1 In the Family area, select **FAMILY ENGAGEMENT**.
- 2 Select **ACCESS THE RESOURCES LIBRARY** in the left-hand navigation.
- 3 The Resource Type should be set to "*LearningGames*® Activities." Select **SUBMIT**.

The screenshot displays the MyTeachingStrategies interface. At the top, the 'Family' tab is selected in the navigation bar. The left sidebar shows 'Access the Resources Library' as the active option. The main content area, titled 'Resources Library', provides instructions on sharing resources and includes radio buttons for selecting the resource type. The 'LearningGames® Activities' option is selected. Below this, the 'Language' section has 'English' selected. On the right, a 'Resources Summary' panel shows 'Select Shared Resources' as 'LearningGames® Activities' and 'Language' as 'English', with a 'Submit' button at the bottom.

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English and Spanish versions of the *LearningGames*® will be listed in numerical order. Use the arrows to move to the next page of *LearningGames*®, or select a page number to jump to that specific page.

4

Select **VIEW** to view a specific *LearningGames*® activity. A PDF of that specific Learning Game activity will then open in a separate browser tab.

5

To share a specific *LearningGames*® activity with children's family members, select **SHARE**.

The screenshot shows the MyTeachingStrategies interface with the **Family** tab selected. The **Learning Games** section displays a list of activities with 'View' and 'Share' buttons. A callout box for **Game 101: Soap Curls** is overlaid on the bottom left, showing a photo of a child and a woman, along with instructions for the activity.

**MyTeachingStrategies®** Teach Assess Develop Report **Family** Preschool / Pre-K SJ

**Family Engagement** Family Conference Form

I want to...

- Manage Family Members
- View Shared Resources
- Access the Resources Library
- Manage Family Messages

**Learning Games**

« < 1 2 3 4 > »

Learning Game Title	View	Share
101: Soap Curls (English)	View	Share
102: A Sharing Place (English)	View	Share
103: The Duck Said? (English)	View	Share
104: Molding Shapes (English)	View	Share
105: Match and Name Pictures (English)	View	Share
106: ... (English)	View	Share

**Resources Summary**

Select Shared Resources  
*Learning Games® Activities*

Language  
English

Edit Criteria

**Game 101**

## Soap Curls

The shampoo makes your hair stand up!

When bathing your child, lather his hair thickly with shampoo so that you can shape his hair in several ways.

Your child will be entertained at bath time and will have a chance to see himself in a

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- 6 Select children whose family members should receive the activity, then select **SUBMIT**.

**Share Learning Game: Soap Curls**

Select Children

☐ Select All

Bella Fernandez Jonathan Hurst Natasha Scorpino Nezie Madella Ruben Gutierrez Sam Erickson

Shaute Samuels Tianna Cotes Troy Johnson Vivian Ponce

Cancel Submit

- 7 The activity will be shared with the selected children's family members.

**Share Learning Game: Soap Curls**

✓ You have successfully shared.

Select Children

☒ Select All

Bella Fernandez Jonathan Hurst Natasha Scorpino Nezie Madella Ruben Gutierrez Sam Erickson

Shaute Samuels Tianna Cotes Troy Johnson Vivian Ponce

Cancel Submit

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## Manage Family Messages

Teachers can send messages to children's family members and review messages they have already sent under Manage Family Messages. Family members can also access the sent messages once logging into MyTeachingStrategies® Family.

To send a message:

- 1 In the Family area, navigate to **FAMILY ENGAGEMENT** in the sub-navigation.
- 2 Select **MANAGE FAMILY MESSAGES** in the left-hand navigation.
- 3 Under **SELECT AN ACTION**, confirm that "Create a new message" is selected.

The screenshot displays the MyTeachingStrategies interface. At the top, the navigation bar includes 'Teach', 'Assess', 'Develop', 'Report', and 'Family' (highlighted in green). The 'Family' section is active, showing 'Preschool' and a user icon 'SJ' with a notification badge '1'.

The left-hand navigation menu under 'Family Engagement' includes:
 

- Manage Family Members
- View Shared Resources
- Access the Resources Library
- Manage Family Messages (highlighted with a blue dot and callout 2)

The main content area is titled 'Manage Family Messages'. It includes a description: 'Send a notification to one or more of your children's family members. Family members can access these notifications in the MyTeachingStrategies™ Family platform.'

Under the 'Select an action' section, the 'Create a new message' radio button is selected (highlighted with a blue dot and callout 3). The 'View sent messages' radio button is also present.

The 'Select Family Members' section contains a table with two columns: 'Child' and 'Family Members'. The table lists 'Bella Fernandez' and 'Tim Reed (Father)' as family members.

Below the table, there are input fields for 'Subject' and 'Message'. At the bottom, there is an 'Add File' button and a note: 'Maximum attachments: 1. File types allowed: .PDF, .PNG, .JPG'.

On the right side, there is a 'Message Summary' panel with fields for 'Family Members' (None), 'Subject' (None), and 'File Attached' (None). A 'Send' button is located at the bottom of this panel.



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- 4 Select one, multiple, or all family members you wish to send a message to under **SELECT FAMILY MEMBERS**.
- 5 Type in a subject to your message under **SUBJECT**.
- 6 Type your message under **MESSAGE**.
- Once finished, select **SEND** in the right-hand side. A confirmation message will appear informing you the message has been sent.

**Manage Family Messages**

Send messages to children's family members and review messages you have already sent. Family members can access their messages in the MyTeachingStrategies™ Family platform.

**Select an action**

- ☒ Create a new message
- ☐ View sent messages

**Select Family Members**

<input checked="" type="checkbox"/>	Child	Family Members
<input checked="" type="checkbox"/>	Stacy Jordan	Tim Jordan (Guardian)

**Subject**

Welcome to the Pre-K Class!

**Message**

Hello Tim! We welcome you and Stacy to the Pre-K class! Over the next few days, you will receive more information from us on the curriculum and assessment used in our class. In the meantime, we are excited that Stacy has joined our class, and we look forward to her getting to know the other children in our class.

-The Pre-K Class

**Add File** Maximum attachments: 1  
File types allowed: .PDF, .PNG, .JPG, .MP4

Welcome-Picture.jpg

**Message Summary**

**Family Members**  
All

**Subject**  
Welcome to the Pre-K Class!

**File(s) Attached**  
1

**Send**

**Your message was successfully sent!**

**Manage Family Messages**

Send messages to children's family members and review messages you have already sent. Family members can access their messages in the MyTeachingStrategies™ Family platform.

**Select an action**

- ☒ Create a new message
- ☐ View sent messages

**Select Family Members**

<input type="checkbox"/>	Child	Family Members
<input type="checkbox"/>	Stacy Jordan	Tim Jordan (Guardian)

**Subject**

**Message**

**Add File** Maximum attachments: 1  
File types allowed: .PDF, .PNG, .JPG, .MP4

- 7 To attach a PDF, picture, or audio clip to your message, select **ADD FILE**, then upload a file from your device. Supported file types are:
  - PDF
  - PNG
  - JPG

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## To view sent messages:

- 1 In the Family area, navigate to **FAMILY ENGAGEMENT** in the sub-navigation.
- 2 Select **MANAGE FAMILY MESSAGES** in the left-hand navigation.
- 3 Under **SELECT AN ACTION**, confirm that "View sent messages" is selected. A list of previously sent messages will then appear.
- 4 Select **VIEW** next to the message you'd like to see. The selected message will then appear.

The screenshot shows the MyTeachingStrategies interface. The top navigation bar includes 'Teach', 'Assess', 'Develop', 'Report', and 'Family'. The 'Family' tab is active. The left-hand navigation menu shows 'Family Engagement' and 'Manage Family Messages'. The main content area is titled 'Manage Family Messages' and includes a 'Select an action' section with radio buttons for 'Create a new message' and 'View sent messages'. Below this is a table of sent messages.

Date Sent	Children	Family Members	Subject	
10/20/2017	Stacy Jordan	Tim Jordan (Guardian) ()	Welcome to the Pre-K Class!	View

The 'Sent Message' modal is displayed, showing the details of the selected message. It includes fields for 'Date', 'To', 'Subject', and 'Message'. The 'To' field is split into 'Child' and 'Family Members' columns. The 'Subject' field contains 'Welcome to the Pre-K Class!'. The 'Message' field contains a welcome message. The 'Attachment(s)' field shows 'Welcome-Picture.jpg'. A 'Close' button is at the bottom right of the modal.

- 5 Select **CLOSE** to return to the "View sent messages" screen.



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# Family Conference Form

Once teachers have entered preliminary or checkpoint levels for a child's knowledge, skills, and abilities, they can create a Family Conference Form for that child.

**1** In the Family area, select **FAMILY CONFERENCE FORM**.

**2** In the Action column, select **CREATE** next to the appropriate child's name.

Child	Status	Action
Bella Fernandez	Not Started	Create

**3** Enter the date of the conference and the names of family member(s) who will be participating.

**Step 1: List the date of the conference, name the family member(s), and select objectives/dimensions below:**

**Family Conference Form for Bella Fernandez**

Date: 03/22/2018

Child Name: Bella Fernandez

Family Member(s): Tim Reed

Teacher(s): Susan James

**Describe the strengths within the Areas of Development and Learning +**

**Language +**

**Form Summary**

**Date**  
03/22/2018

**Child Name**  
Bella Fernandez

**Family Member(s)**  
Tim Reed

**Teacher(s)**  
Susan James

**Objectives / Dimensions**  
None

**Language**  
English

Save & Continue

**4** Click the + sign next to **DESCRIBE THE STRENGTHS WITHIN THE AREAS OF DEVELOPMENT** to reveal the objectives/dimensions. Here you will select the topics you'd like to include in your conversation with the child's family. Select the objectives/dimensions you'd like to include and click **SAVE & CONTINUE** to edit your form.

**5** Click the + sign next to **LANGUAGE** to choose which language

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## Entering Data

- 5 If you would like to include the objective and dimension on the form (to help explain the level and the documentation), select **YES**.
- 6 On the second screen, enter information about the child's strengths in the developmental areas and the content areas.

MyTeachingStrategies™

Teach Assess Develop Report Family

Infants, Toddlers, and Twos MC

Family Conference Form

View

< Back to child form

Step 2: Customize the strengths for each objective/dimension, and include supportive documentation from the list to the right of each objective/dimension:

**Customize Strengths in Areas of Development for Aiden Sheen**

Period: Winter 2016/2017

**Social-Emotional**

1a. Level 2: Uses adult support to calm self

Show Objective & Dimension on form? Yes ☒ No ☐

1b. Level 3: Is beginning to accept redirection from adults

Show Objective & Dimension on form? Yes ☐ No ☒

Save Save & Continue

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Select **VIEW** to see your form.

7 If documentation is available for the objective/dimension chosen, you can include this in your report by selecting the checkbox next to the documentation.

8 Click **SAVE & CONTINUE** to proceed.

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## Plan for Development and Learning

- 9 On the third screen, enter your plans for promoting the child's development and learning. Underneath your notes, you will see language that describes the knowledge, skills, and abilities the child is likely to develop next.

- 10 Select the skills and abilities that you would like to discuss or those you think the family is most interested in. Click **SAVE & CONTINUE**.

The screenshot shows the 'Family Conference Form' in the 'Family' tab. The left sidebar has a 'View' button and a question mark icon. The main content area is titled 'Plan for Development & Learning Aiden Sheen' for the period 'Winter 2016/2017'. It includes a text box for 'Support Aiden Sheen to:' and a section for 'Social-Emotional' with two checkboxes: 'Begin to comfort self by seeking out special object or person' and 'Accept redirection from adults'. At the bottom right are 'Save' and 'Save & Continue' buttons. A blue line connects the 'Save & Continue' button to the instruction in step 10.

## Options Upon Completion

In the left-hand column you can choose to edit or print the form.

The screenshot shows the 'Family Conference Form' in the 'Communication' tab. The left sidebar has three options: 'Edit', 'Print', and 'Share with Family', each with a corresponding icon. The main content area is titled 'Family Conference Form for Aiden Sheen' for the period 'Winter 2016/2017'. It includes fields for 'Date' (01/29/2017), 'Child Name' (Aiden Sheen), 'Family Member(s)' (Aiden Sheen), and 'Teacher(s)' (Megan Colburn). There are two text boxes for describing strengths and planning development. At the bottom are lines for 'Teacher(s) Signature(s)' and 'Family Member(s) Signature(s)'. A blue line connects the 'Edit' button to the instruction in the 'Options Upon Completion' section.