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# Sharing Letters to Families

Teachers in a classroom with *The Creative Curriculum*®, Digital Resources can access and share study specific Letters to Families from an added study in the Teach area.

**1** To share a letter, select **MONTH** from the Teach area sub-navigation.

**2** Select the first week of an added study.

The screenshot shows the MyTeachingStrategies interface. At the top, there are navigation tabs: 'Teach', 'Assess', 'Develop', 'Report', and 'Family'. The 'Teach' tab is active. Below the navigation is a sub-navigation bar with 'Month', 'Week', 'Weekly Template', and 'Weekly Plan Submissions'. The 'Month' view is selected, showing a calendar for September 2017. The calendar has columns for Mon, Tue, Wed, Thu, and Fri. The first week of the calendar is highlighted in orange, indicating it is selected. The focus questions for each day are as follows:

Day	Date	Focus Question
Mon	28	Focus Question 1: What names do we need to know at school?
Tue	29	Focus Question 1: What names do we need to know at school?
Wed	30	Focus Question 1: What names do we need to know at school?
Thu	31	Focus Question 1: What names do we need to know at school?
Fri	1	Focus Question 1: What names do we need to know at school?
Mon	4	Focus Question 2: What should we do if we get sad or scared at school?
Tue	5	Focus Question 2: What should we do if we get sad or scared at school?
Wed	6	Focus Question 2: What should we do if we get sad or scared at school?
Thu	7	Focus Question 3: What are our rules?
Fri	8	Focus Question 3: What are our rules?
Mon	11	Focus Question 2: What should we do if we get sad or scared at school?
Tue	12	Focus Question 2: What should we do if we get sad or scared at school?
Wed	13	Focus Question 2: What should we do if we get sad or scared at school?
Thu	14	Focus Question 3: What are our rules?
Fri	15	Focus Question 3: What are our rules?
Mon	18	Focus Question 3: What are our rules?
Tue	19	Focus Question 3: What are our rules?
Wed	20	Focus Question 3: What are our rules?
Thu	21	Focus Question 4: When do things happen at school?
Fri	22	Focus Question 4: When do things happen at school?
Mon	25	Focus Question 4: When do things happen at school?
Tue	26	Focus Question 5: Who works at our school?
Wed	27	Focus Question 5: Who works at our school?
Thu	28	Focus Question 5: Who works at our school?
Fri	29	Focus Question 5: Who works at our school?

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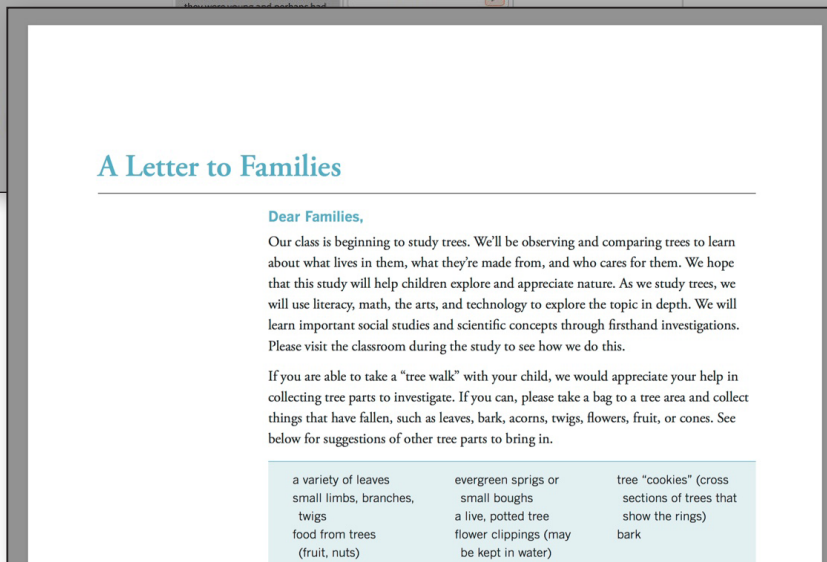
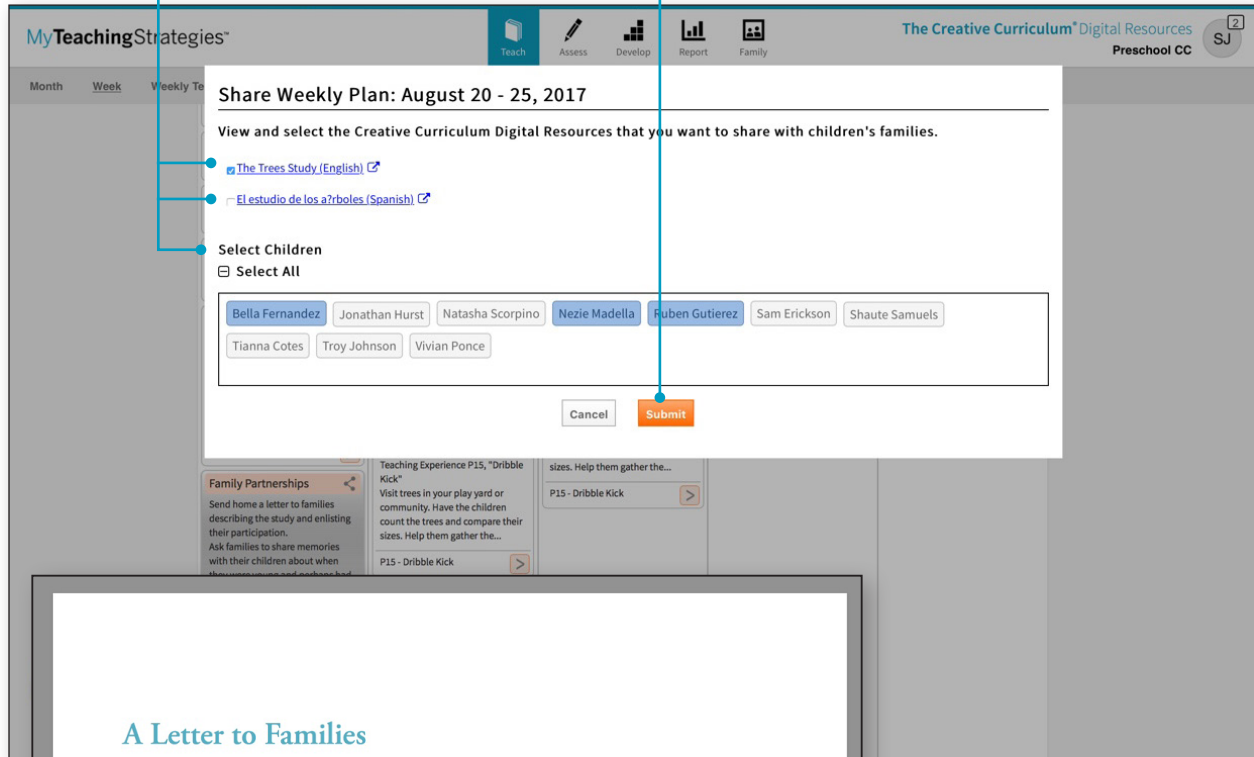
- 3 Select the share icon on the Family Partnerships time of day on the first day of the study.

The screenshot displays the MyTeachingStrategies interface for a lesson plan titled "trees". The interface includes a navigation bar with "Teach", "Assess", "Develop", "Report", and "Family" options. The main content area is organized into columns for different activities. A blue callout box highlights the share icon on the "Family Partnerships" card in the first column. The cards include details such as materials, group sizes, and descriptions of activities like "Read-Aloud", "Small Group", "Mighty Minutes", "Outdoor Experiences", and "Family Partnerships".

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**4** Select the checkbox next to one or both letters, then select the children whose family members you wish to share the letter with.

**5** Select **SUBMIT**.



You can select the English or the Spanish version of that study's letter to preview the letter – it will open in a separate browser tab