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Welcome to the latest edition of Training Solutions!

As we all continue to navigate this new 'normal', providing training in many cases for the first time in a virtual world, keep in mind you are not alone. Your fellow trainers and technical assistance professionals are figuring all of this out right alongside you.

“Invest in your professional development. Specialize...and team up with colleagues who have different strengths.” –Melissa Milloway

As professionals, this pandemic has challenged us in many ways to think outside of the box while at the same time helped us learn new skills and build competency in using technology. Thank you for your dedication and perseverance in continuing to support the professional development of the early care and education workforce in our state.

This newsletter contains a preview of coming updates to the cultural competency requirement for course submission, policy reminders, and an update on the annual PDAS Summit event.

Take care and be well,
Christine Moldenhauer & Jenna Finley

Cultural Competency Requirement

Coming Soon! The Registry is updating the Cultural Competency section of course entry. This update will include:

- Changing the section title to Diversity & Inclusion
- Making the section required for all courses submitted for approval, regardless of training level or topic
- New section guidelines to support course entry

Rationale

1. Research suggests there is a definite and clear distinction between cultural competency and diversity/inclusion. Inclusiveness embraces and values perspectives and contributions of everyone including their diversity. Cultural competency is a defined set of behaviors, attitudes, and practices within a system or among individuals, which enables them to work effectively, across cultures.
2. Trainers have a responsibility to their participants and the integrity of their training events to meet the Wisconsin Training and Technical Assistance Professional Competencies (T-TAP): For Early Childhood and Related Professionals Working with Adults related to diversity and inclusion.

New Criteria

Diversity/Inclusion: A statement is required describing how the training will promote cultural diversity and create an inclusive, welcoming, and respectful environment that values and embraces diversity within participants and the training. This is required for all training events submitted for approval.

Accepting and incorporating the uniqueness of others will lead to successful learning. Use the following four guiding questions to create your statement:

1. How will you create a training atmosphere where every participant feels valued, respected and has the same opportunities for learning as others?

2. How will you as a trainer embrace the uniqueness of every participant?
3. How will you actively be inclusive during the training?
4. How will you guide your participants to be inclusive of all backgrounds and cultures?

REMINDER: COURSE ENTRY

OUTLINE OF CONTENT METHODS, AND TIMELINE

One of the most common reasons a course is sent back for revisions is for an underdeveloped outline of course content, course methods, and course timeline. Let's take a quick look at what's required for this section.

Outline Criteria: This is a requirement for all training levels. The outline should include the content of the training, the method of delivery, and the estimated timeline (matching the total course hours) for each part of the training. Below are some tips on what is required for the course outline section:

1. **Course Content** - Include the topics that will be covered in the training and how participants can apply this in their work.
2. **Course Methods** - Include the teaching methods/techniques that will be used for each topic/section (lecture, role play, modeling, demonstration, hands-on activities, etc.).
3. **Course Timeline** (time estimates for each instructional method) - Provide a breakdown of the time spent on each course topic and instructional method used. The times listed do not need to be exact and can change slightly depending on your audience.

Please Note: If a course will be presented in multiple sessions, a separate outline for each session must be submitted for approval.

Reminder: If you submit a course without the details defined above, the course will be sent back for revisions required. Check out the [Tips and Tricks to Course Entry guide](#) to see an example and other tips on how to successfully complete this section of course entry.

REMINDER: EVENT ENTRY

EDITING AN ALREADY APPROVED EVENT

Event Details

Location

📍 Example Training Center

Address **101 Example Street** / City **Madison** / State **WI** / Zip Code **53719**

🔧 Training Materials

Manage



Did you know you can edit the time, date, and location of an event, even after it has been approved by Registry staff? To edit an event, click on the **MANAGE** button on your Event Details page.

Please Note: If you would like to edit the Trainer listed or the delivery method of an event, you will still need to contact The Registry.

Reminder: If you do edit an event, remember to inform your attendees of the event changes.

2020 PDAS SUMMIT

It is with a heavy heart that the Registry Professional Development Department has decided to cancel the 8th Annual PDAS Summit. Next year's PDAS Summit will be held on **September 30, 2021**, with the same theme, Bridging the Gaps: Adapting to Be Inclusive. Refunds to those who registered and submitted payment for the 2020 PDAS Summit will be processed in July.

We hope you will join us for this amazing event next year!



2021 PDAS SUMMIT
Bridging The Gap: Adapting To Be Inclusive

THURSDAY, SEPTEMBER 30, 2021

Save the date



The Registry

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