

# Guiding Children Successfully

**Guiding Children Successfully is a research-based child care training program. This self-guided training will help early childhood professionals apply child development principles to appropriately teach and manage the children in their care.**

## What is involved?

### **Guiding Children Successfully Video Series**

- 12 video programs (DVDs).
- 12 quizzes numbered 01-12, each worth 1 hour of training.

### **See the World Through My Eyes**

- 1 publication (FCS530 or FCS732 for Spanish).
- 8 quizzes numbered 21-28, each worth 1 hour of training.

### **Managing Stress: Turning Challenges into Blessings**

- 1 publication (FCS650 or FCS650SP for Spanish).
- 1 quiz numbered 29&30, worth 2 hours of training.

### **Getting Our Hearts Right: 3 Keys to Better Relationships**

- 1 publication (FCS735; Spanish pdf is only available online).
- 5 quizzes numbered 31-35, each worth 1 hour of training.

### **Your Blueprint for Happiness: Five Principles for Building a Better Life**

- 1 publication (FCS813).
- 1 quiz numbered 36-38, worth 3 hours of training.

Additional online courses  
available at:  
<https://courses.uaex.edu>

# What is the procedure?

When a client enters your office and requests the Guiding Children Successfully program there are two options.

**Option #1:** You will give the client the GCS program materials, registration form, and learning checks (quizzes). For Sections one (1) and two (2), you may check out as many or as few DVD's at one time as you wish.

The responsibilities of your clients are the following:

1. Fill out the registration form.
2. Go through the selected GCS program(s) and complete the accompanying learning check(s).
3. Upon completing the GCS program, fill out the evaluation form(s) found on the back of each learning check and on the TAPP/PDR website.
4. Mail the registration form and learning check(s) to the state CES office.

University of Arkansas Division of Agriculture  
Cooperative Extension Service  
Guiding Children Successfully  
2301 S. University Avenue  
Little Rock, AR 72204

NOTE: this address is found on the back of the Registration form.

5. If the clients have checked out videos from the local CES office, have them return it within seven (7) days from the checkout date.

**Option #2:** GCS Online. Give the participant the following instructions to enroll in the online course.

1. Go to <http://courses.uaex.edu>, and select the Guiding Children Successfully course.
2. Click on the link to the registration form, fill out the registration form and submit.
3. Wait to receive the enrollment key for the course(s), which will be sent to their email within three (3) business days.

NOTE: Participants will only receive enrollment keys for the units they are eligible to take.

4. Upon receiving the enrollment keys, they need to log on to the courses website, select Guiding Children

Successfully, select the course they want to complete, and enter in their enrollment key.

This will give them access to the course.

5. As they work through the course, they need to complete the learning checks, discussions and evaluation forms and submit them online.

Upon receiving a passing score of 80% or higher for each completed learning check, the clients can print off the completion certificate. The state CES Guiding Children Successfully office will submit all passing scores to the Professional Development Registry.

# Where do I order supplies?

All registration forms, learning checks (Units 1-35), and GCS DVDs can be ordered through the GCS Office at the CES state office. Please contact Ashley Foster at 501-671-2103 or Ashley Henderson at 501-671-2214 or email us at [gcs@uaex.edu](mailto:gcs@uaex.edu).

All publications are ordered through the [pubs.uaex.edu](http://pubs.uaex.edu) website at no cost to your county. Enter in your zip code. Then click on CES Employee Login and enter your login information. Finally, search and order the supplies you need. **In order for GCS to pay the shipping and handling fees, you must enter in Organization 6300, Fund 33027.** NOTE: In order for GCS to pay for your shipping and handling, the order can only consist of GCS publications (FCS731, FCS733, FCS530, FCS732, FCS650, FCS650SP, FCS735, FCS813). If any other publication is placed on the order, the shipping and handling costs will be charged to the county.