

Youth EFNEP

About My Class

Instruction Guide, Version 1

1.2.13

Purpose of *About My Class* form

- Facilitate group data collection of demographic data required by NEERS
- Reduce teacher/volunteer burden

Purpose of *About My Class Instruction Guide*

- Provide information for the *About My Class* form
- Answer teacher/volunteer questions
- Promote consistency of data collection
- Assist Advisors with training of new hires

The form is titled 'About My Class' and is part of the University of California Agriculture and Natural Resources Cooperative Extension's Expanded Food and Nutrition Education Program. It is designed for teachers and volunteers to provide demographic information about themselves and their students.

Teacher/Volunteer Section:

- Name: _____
- Contact Information: Phone Number _____ Email Address _____
- Hispanic/Latino: Yes No
- Check one or more:
 - Black or African American
 - Asian
 - Native American
 - Pacific Islander
 - White
- I commit to teach a minimum of 6 (six) lessons in my classroom and return an evaluation
- Signature: _____ Date: _____
- Start Date: _____ End Date: _____
- Contact Hours: _____ Number of Meetings: _____

Students Section:

Race		Total by Race	Not Hispanic/Latino	Hispanic/Latino
Native Americans				
Asian				
Black or African American				
Pacific Islander				
White				
Multiple Races Reported				

Grade Level		Gender	
Kindergarten	1st	Male	Female
2nd	3rd		
4th	5th		
6th	7th		
8th	9th		
10th	11th		
12th			

Audience for the *About My Class Instruction Guide*

- Expanded Food and Nutrition Education Program (EFNEP) Youth Educator at University of California Cooperative Extension (UCCE)

Audience for the *About My Class* form

- Participating EFNEP teachers/ volunteers

How to use the *About My Class* form

- Use one *About My Class* form per enrolled youth group
- Use with all participating classes/groups
- Use the form at teacher/volunteer enrollment
- Update the same copy of the form at the completion of EFNEP lessons

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I. Background Information for Youth Educators

Use this guide when administering *About My Class* to your EFNEP teachers/volunteers. This form is designed to help the Youth Educator collect the federally required information for each youth group. To reduce the amount of information collected from each teacher/volunteer, some questions are moved to the blue “For Staff” box on page 2 (School Name, School District School Address, School Residence, Curriculum and Delivery Mode). Insert teacher/volunteer name in the green box. Complete the items in the “For Staff” box before giving a copy of this form to teacher/volunteer to finish.

The majority of our teachers/volunteers have very little extra time. Consequently, wording has been simplified on the form and summary tables are used to collect student information. Youth Educators are strongly encouraged to fill out as much of the information as possible before giving the form to the teacher/volunteer. People are more likely to finish the form and return it in a timely manner when:

- it is partially completed for them and
- the teacher’s name is visible in the green box

A. Ease of use

Improving data collection is an EFNEP goal. Given teacher/volunteer’s limited time, the form’s simplicity and ease of use are important. The *About My Class* form has two sections for the teacher/volunteer to complete. Student race information is collected using a summary table.

Using an electronic PDF form is another option for collecting this information. See the Virtual/e-mail contact section II.C on page 11. for suggested correspondence and instructions to teachers.

B. Overview

- **Top Green section** (page 1) –Teacher/volunteer Name (name provided by Youth Educator), Contact Information (phone number and email address), Race, Commitment signature and date. Youth Educator completes as much of this information as possible before or while meeting with the teacher/volunteer.
- **Bottom Green section** (page 1) – Start Date, End Date, Contact Hours and Number of Meetings
- **Brown section** (page 1) – Student information including Race, Grade Level and Gender
- **Blue section** (page 2) – For staff. Youth Educator provides the educator name, School Name, District, School Address, Residence, Curriculum and Delivery Mode. If possible this should be done prior to meeting with the teacher/volunteer.
- **Timeline** – The *EFNEP About My Class* form will take 10-15 minutes to complete. Teachers/Volunteers with larger youth groups may need more time.

C. Next version

The *About My Class* form and Instruction Guide are works in progress. Both are labeled Version 1. You will probably think of better ways to collect this data. You may have great suggestions for the next versions. Please send your ideas and suggestions to:

Larissa Leavens at lleavens@ucdavis.edu or 530.754.8051 or

Melissa Tamargo at matamargo@ucdavis.edu or 530.754.5808

II. Instructions for Youth Educators for Collecting Demographic Data

There are several ways the Youth Educator might get this information/data from teachers/volunteers:

- In person at a group training
- In person at a private meeting
- By telephone
- By email
- By U.S. mail

The following script is an example of what you, the Youth Educator, might say to teachers/volunteers at group trainings. The Youth Educator may use this script as a guide or use the outline provided instead.

It is important to have teachers/volunteers complete the top of the green section of the *About My Class* form at the first meeting, including the signature. This signed form can substitute for a Teacher Agreement.

A. In-person contact

Entry and exit information may be collected ‘in person’ using the *About My Class* form. These scripts are an example of what you might say to teachers/volunteers as you take them through the *About My Class* form at entry and exit of the program. You may read the script word for word until you are comfortable with the text.

1. Entry script

Thank you for meeting today and agreeing to enroll your class in the Expanded Food and Nutrition Education Program or “EFNEP”. This is a nutrition education program offered to low-income schools and community groups.

(Pass out *About My Class* forms and pens, if needed.)

Throughout this guide, educator scripts are shown as blue text.

This form is called *About My Class*. It provides EFNEP with basic information about the people we serve. All information you provide will be kept private or confidential. Today we will complete the top of the green section and all of the brown section. Print or write clearly. I appreciate it.

The image shows the 'About My Class' form from the University of California Agriculture and Natural Resources Cooperative Extension. The form is divided into two main sections: a green section for teacher/volunteer information and a brown section for student demographics.

Teacher/Volunteer Section (Green):

- Name: _____
- Contact Information: Phone Number _____, Email Address _____
- Hispanic/Latino: Yes No
- Race: Black or African American, Pacific Islander, Asian, Native American, White
- I commit to teach a minimum of 6 (six) lessons in my classroom and return an evaluation
- Signature: _____, Date: _____
- Start Date: _____, End Date: _____
- Contact Hours: _____, Number of Meetings: _____

Students Section (Brown):

Race	Total by Race	Not Hispanic/Latino	Hispanic/Latino
Native American			
Asian			
Black or African American			
Pacific Islander			
White			
Multi-Race/Other			

Gender	Grade Level				Gender	Number
	1st	2nd	3rd	4th		
Male						
Female						

Green Section

We will start with the top of the green section.

- In addition to your name, please add your contact information.
- Check “Y” for yes if you consider yourself Hispanic. Check “N” for no if you do not.
- Check the race you consider yourself. You may check more than one box, if you consider yourself of more than one race.
- Sign your name to commit to teach a minimum of six 1 hour lessons in your classroom and to return an evaluation or a set of student pre/post evaluations?
- The bottom of the green section will be completed once you have finished your nutrition lessons with your class.

(Give teachers/volunteers a chance to fill in this section.)

We are now done with the top of the green section. Are there any questions?

Brown Section¹

We will now look at the brown section. This section is about the students in your classroom or group.

- For each race listed, write in the number of students in the second column titled “Total by Race”. These numbers should add up to the total in your class/group. Each student should only be counted once. If a child identifies with more than one race, he will be added to the “Multiple Races Reported” category.
- Next mark the number of Hispanic/Latino for each race in the 3rd and 4th columns titled “Not Hispanic/Latino” and “Hispanic/Latino”. If you don’t know whether a student identifies as Hispanic or Latino consider the student “Not Hispanic/Latino”.
- In the bottom left table, write in the number of students for each grade level.
- In the bottom right table, write in the number of students for each gender.

(An alternate way to get race information would be for the school administrative or front office provides student race information to enrolled teacher or directly to Youth Educator)

(Give teachers/volunteers a chance to fill in this section.)

We are now done with the brown section and with this form. Are there any questions? Thank you (Collect the forms.)

The image shows a form titled "For Staff" with the following fields and options:

- Staff Name: [Text input]
- School Name: [Text input] District: [Text input]
- School Address: [Text input] Street: [Text input] City: [Text input] Zip Code: [Text input] State: [Text input]
- Residence for School: Farms/Rural, Small Town, Towns & cities to 50,000, Suburbs over 50,000, Central Cities
- Curriculum: [Text input]
- Delivery Mode: [Text input]

At the bottom, there is a small logo for EFNEP and a copyright notice: "Graphic designed by St. Francis. All rights reserved. No part of this publication may be reproduced, stored in a retrieval system, or transmitted, in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of the publisher." The logo for EFNEP (Expanded Food and Nutrition Education Program) is also visible.

Blue Box on the reverse side of form

The Youth Educator fills out this section. The teacher/volunteer should not fill out this section.

2. Exit script

Thank you for your participation in the Expanded Food and Nutrition Education Program or “EFNEP”. (Give each teacher their *About My Class* forms previously filled out at entry.)

¹ We decided on the December 13, 2012 Youth EFNEP conference call to work with this table on the *About My Class* form for the next 6 months. During that time we will learn how we would like to improve the form going forward.

You will recognize this *About My Class* form. It should have some information already filled out. Please be sure your name and contact information is correct. Today we will complete the bottom of the form. Please be sure to print or write clearly. I appreciate it.

Green Section

We will start with the bottom of the green section.

- If not already filled out, enter the date you started teaching your nutrition lessons next to “Start Date”.
- Enter the date you completed, or taught, your last nutrition lesson lessons next to “End Date”.
- Enter the total number of contacts hours spent delivering the Youth EFNEP nutrition education lessons next to “Contact Hours”.
- Enter the total number of meetings you had with your students delivering the Youth EFNEP nutrition education lessons next to “Number of Meeting”. This number may or may not be the same as “Contact Hours”. For example: A teacher delivering twelve 30 minute lessons will record 6 contact hours and 12 number of meetings.

(Give teachers/volunteers a chance to fill in this section.)

Thank you again for participating in the Youth EFNEP nutrition education program. Are they any questions? Thank you

(Collect the forms.)

B. Phone contact

Entry and exit information may be collected over the phone using the *About My Class* form. These scripts are an example of what you might say to a teacher/volunteer as you take them through the *About My Class* form at entry and exit of the program. You may read the script word for word until you are comfortable with the text.

1. Entry script (blue color)

Thank you for taking my phone call today and agreeing to enroll your class in the Expanded Food and Nutrition Education Program or “EFNEP”. This is a nutrition education program offered to low-income schools and community groups. Do you have the *About My Class* form in front of you?

Throughout this guide, educator scripts are shown as blue text.

(If a teacher/volunteer does not have an *About My Class* form make arrangements to deliver or send my U.S. mail and reschedule the phone call. Alternatively, you can ask if the teacher/volunteer would prefer to do the enrollment through email. If so see section II.C.)

This form you have should say “*About My Class*” in the upper right corner. It provides EFNEP with basic information about the people we serve. All information you provide will be kept private or confidential. Today we will complete the top of the green section and all of the brown section. Print or write clearly. I appreciate it.

The form is titled "About My Class" and is from the University of California Agriculture and Natural Resources Cooperative Extension. It is divided into two main sections: a green section for teacher/volunteer information and a brown section for student demographics.

Teacher/Volunteer Section (Green):

- Name: _____
- Contact Information: Phone Number _____, Email Address _____
- Hispanic/Latino: Yes No Check one or more: Black or African American Pacific Islander Asian Native American White
- I commit to teach a minimum of 6 (six) lessons in my classroom and return an evaluation: Signature _____ Date _____
- Start Date: _____ End Date: _____
- Contact Hours: _____ Number of Meetings: _____

Students Section (Brown):

Race	Total by Race	Not Hispanic/Latino	Hispanic/Latino
Native American			
Asian			
Black or African American			
Pacific Islander			
White			
Multiple Races Reported			

Gender	Grade Level				Number
	1st	2nd	3rd	4th	
Male					
Female					

Green Section

Please start with the top of the green section.

- In addition to your name, please add your contact information.
- Check “Y” for yes if you consider yourself Hispanic. Check “N” for no if you do not.
- Check the race you consider yourself. You may check more than one box, if you consider yourself of more than one race.
- Sign your name to commit to teach a minimum of six 1 hour lessons in your classroom and to return an evaluation or a set of student pre/post evaluations?
- The bottom of the green section will be completed once you have finished your nutrition lessons with your class.

(Give the teacher/volunteer a chance to fill in this section.)

You are done with the top of the green section. Are there any questions?

Brown Section²

Now please look at the brown section. This section is about the students in your classroom or group.

- For each race listed, write in the number of students in the second column titled “Total by Race”. These numbers should add up to the total in your class/group. Each student should only be counted once. If a child identifies with more than one race, he will be added to the “Multiple Races Reported” category.
- Next mark the number of Hispanic/Latino for each race in the 3rd and 4th columns titled “Not Hispanic/Latino” and “Hispanic/Latino”. If you don’t know whether a student identifies as Hispanic or Latino consider the student “Not Hispanic/Latino”.
- In the bottom left table, write in the number of students for each grade level.
- In the bottom right table, write in the number of students for each gender.

(An alternate way to get race information would be for the school administrative or front office provides student race information to enrolled teacher or directly to Youth Educator)

(Give the teacher/volunteer a chance to fill in this section.)

We are now done with the brown section and with this form. You do not need to complete the blue section on the reverse. This section is for me to complete. Do you have any questions about this form? Thank you.

There are a few ways you can return your completed *About My Class* form. You can:

- Arrange a time for me to pick it up from your school
- Send it to me in the mail
- Scan your copy and send me an email with the file attached

Which would you prefer?

(Depending on the teacher’s/volunteer’s answer provide the necessary addresses or date and time to retrieve the form.)

2. Exit script

Thank you for taking my phone call today and for your participation in the Expanded Food and Nutrition Education Program or “EFNEP”. Do you have your “*About My Class*” form you filled out on our previous phone call in front of you?

² We decided on the December 13, 2012 Youth EFNEP conference call to work with this table on the *About My Class* form for the next 6 months. During that time we will learn how we would like to improve the form going forward.

(If a teacher/volunteer does not have their *About My Class* form make arrangements to deliver or send my U.S. mail and reschedule the phone call. Alternatively, you can scan your copy and ask if the teacher/volunteer would prefer to do the enrollment though email. If so see section II.C. They may print out your scanned file, fill out the necessary section, and return it to your office by U.S. mail, email, or arranging a time for you to retrieve it from their school.)

You will recognize this *About My Class* form. It should have some information already filled out. Please be sure your name and contact information is correct. Today you will complete the bottom of the form. Please be sure to print or write clearly. I appreciate it.

Green Section

Please start with the bottom of the green section.

- If not already filled out, enter the date you started teaching your nutrition lessons next to “Start Date”.
- Enter the date you completed, or taught, your last nutrition lesson lessons next to “End Date”.
- Enter the total number of contacts hours spent delivering the Youth EFNEP nutrition education lessons next to “Contact Hours”.
- Enter the total number of meetings you had with your students delivering the Youth EFNEP nutrition education lessons next to “Number of Meeting”. This number may or may not be the same as “Contact Hours”. For example: A teacher delivering twelve 30 minute lessons will record 6 contact hours and 12 number of meetings.

(Give the teacher/volunteer a chance to fill in this section.)

Thank you again for participating in the Youth EFNEP nutrition education program. Do you have any questions? Thank you.

There are a few ways you can return your completed *About My Class* form. You can:

- Arrange a time for me to pick it up from your school
- Send it to me in the mail
- Scan your copy and send me an email with the file attached

Which would you prefer?

(Depending on the teacher’s/volunteer’s answer provide the necessary addresses or date and time to retrieve the form.)

C. Virtual/e-mail contact

Entry information may be collected by email using the electronic *About My Class* form sent as an attachment. This email correspondence is an example of what you might write to teachers/volunteers to assist them in filling out the *About My Class* form at entry and exit of the program. You can use this correspondence word for word or change it to more closely apply to your teachers/volunteers.

Throughout this guide, educator scripts are shown as blue text.

1. Entry correspondence

Suggested written correspondence text for the email message:

We are pleased to be working with you and appreciate your interest in our Expanded Food and Nutrition Education Program or “EFNEP”. This is a program offered to low-income schools and community groups. Attached you will find a partially completed enrollment form called *About My Class*. This required form provides EFNEP with basic information about the people we serve. All information you provide will be kept confidential. Please complete the blank fields. You may print it out, add your signature and return to me in-person or via U.S. mail to: [insert UC office address].

Alternatively, you may complete the missing fields, including typing your name in the signature box, saving the document, and returning by attaching the file to an email message to me at [insert educator email address].

Detailed instructions for each field are below:

Top of the green section

- Your name and school address already appear in the form. Add your contact information.
- Check “Y” for yes if you consider yourself Hispanic. Check “N” for no if you do not.
- Check the race you consider yourself. You may check more than one box, if you consider yourself of more than one race.
- Sign your name to commit to teach a minimum of six hours of nutrition education with students and to return a set of student pre/post evaluations.

- The bottom of the green section will be completed once you have finished the nutrition lessons with your class.

Brown section

This section is about the students in your classroom or group.

- For each race listed, write in the number of students in the second column titled “Total by Race”. These numbers should add up to the total in your class/group. Each student should only be counted once. If a child identifies with more than one race, he will be added to the “Multiple Races Reported” category.
- Please distinguish the number of Hispanic/Latino for each race in the 3rd and 4th columns titled “Not Hispanic/Latino” and “Hispanic/Latino”.
- In the bottom left table, write in the number of students for each grade level.
- In the bottom right table, write in the number of students for each gender.

Please let me know if you have any questions or difficulty completing this form. You can email me or reach me at my office at [insert Youth Educator’s office number].

2. Suggested Exit correspondence

The exit information may also be collected by email attachment. Suggested written correspondence text for the email message:

Thank you for your participation in our Expanded Food and Nutrition Education Program or “EFNEP”. Attached you will find your *About My Class* form. As a reminder, this required form provides EFNEP with basic information about the people we serve. All information you provide will be kept confidential. Please complete the blank fields. You may print it out write in your responses and return to me in-person or via U.S. mail to: [insert UC office address].

Alternatively, you may complete the missing fields, including your end date of nutrition classes, contact hours, and number of meetings, saving the document, and returning by attaching the file to an email message to me at [insert educator email address].

Detailed instructions for each field are below:

Bottom of the green section

- If not already filled out, enter the date you started teaching your nutrition lessons next to “Start Date”.
- Enter the date you completed, or taught, your last nutrition lesson lessons next to “End Date”.
- Enter the total number of contacts hours spent delivering the Youth EFNEP nutrition education lessons next to “Contact Hours”.
- Enter the total number of meetings you had with your students delivering the Youth EFNEP nutrition education lessons next to “Number of Meeting”. This number may or may not be the

same as “Contact Hours”. For example: A teacher delivering twelve 30 minute lessons will record 6 contact hours and 12 number of meetings.

Please let me know if you have any questions or difficulty completing this form. You can email me or reach me at my office at [insert Youth Educator’s office number].

3. Electronic File Management

It is helpful to have a file naming system when managing multiple files of *About My Class* forms. Good file names will help you to know with which teacher/volunteer the file corresponds. It may also be helpful to designate if the form is for entry or exit. You may choose a format similar to:

School / Teacher / Entry or Exit / Year

For example, Mrs. Davis is a teacher at Robinson Elementary. When sending email correspondence asking Mrs. Davis to complete the form the Youth Educator would name the file:

Robinson.Davis.Entry.2012.doc. Most teachers will not change the file name upon saving.

When the Youth Educator sends the *About My Class* PDF form at the completion of the program, the file name should be changed. For example the Youth Educator may name the example file:

Robinson.Davis.Exit.2012.doc or

Additionally, Youth Educators may want to organize these files in folders to make retrieving information easy. An example of this would be a folder titled “2012About My Class Forms”. Within that folder a Youth Educator can create new folders, perhaps a folder for each school/site. If the Youth Educator wanted to further organize these files an “Entry” and “Exit” folder could be added within the school folder. The hierarchy would look similar to this:

2012 About My Class Forms

Robinson Elementary

Entry

Exit

D. Youth Educator-Provided Data

There are areas of the form the Youth Educator must complete.

1. At Entry

The Youth Educator completes the section titled “For Staff” on the back of the *About My Class* form.

- Fill in your name next to “Staff Name”.
- Fill in the school name next to “School Name”.
- Fill in the school district name next to “District”.
- Fill in the school address next to “School Address”.
- Check the area where the program took place under “Residence for School”.

- Fill in the curriculum used next to “Curriculum”. If a teacher/volunteer used more than one curriculum, write in both.
- Fill in the delivery mode next to “Delivery Mode”. Different delivery modes and WebNEERS codes are listed below.

Mode Description

- E 4-H Club Membership
- F 4-H Special Interest / Short-Term Programs
- I 4-H Camping Programs
- J School Enrichment Programs
- L After-School Programs Using 4-H Curricula / Staff Training
- M Instructional TV / Video / Web Programs

2. At Exit

The Youth Educator meets or corresponds with the teacher/volunteer after the completion of nutrition education classes totaling 6 hours or more. The bottom of the green section may be filled out by the teacher/volunteer directly or the Youth Educator after collecting the information.

- Enter the date the teacher/volunteer or Youth Educator began teaching Youth EFNEP nutrition education lessons next to “Start Date”.
- Enter the date the teacher/volunteer finished teaching the lessons next to “End Date”.
- Enter the total number of contacts hours the teacher/volunteer and Youth Educator had delivering the Youth EFNEP nutrition education lessons.
- Enter the total number of meetings the teacher/volunteer had with their students delivering the Youth EFNEP nutrition education lessons. This number may or may not be the same as “Contact Hours”. For example: A teacher delivering twelve 30 minute lessons will record 6 contact hours and 12 meetings.

III. Possible Questions from Teachers

Youth Educators may receive questions from teachers/volunteers regarding how to complete the *About My Class* form.

Table 1. Potential teacher/volunteer questions and corresponding responses recommended by Nutrition Education Specialist

Potential questions from teacher/volunteers	Recommended Youth Educator response
For the green section, I am African-American and Asian. What do I mark?	Mark both racial categories: African-American and Asian.
The form says a minimum of 6 lessons, but you keep mentioning 6 hours. What am I committing to?	Our program requires a minimum of 6 hours. Most teachers/volunteers deliver 1 hour lessons. You may deliver the lessons in short or long sessions, but they must total 6 hours. For example, you could deliver twelve 30 minute sessions to total 6 hours or you could deliver three 2 hour sessions.
I think I will be able to teach 6 hours of nutrition lessons in my classroom, but I am not sure. What happens if I enroll and sign this form, but then only teach 4 hours?	At the completion of your nutrition education lessons please contact the EFNEP staff representative at your local University of California Cooperative Extension office.
Can I use other nutrition material like 5-A Day, to teach the minimum 6 hours of lessons in my classroom?	No, you must use the nutrition education materials provided by your EFNEP staff representative to complete your 6 hours of instruction.
I have my yearly lesson plan already completed. I know the information in the bottom of the green section (start/end dates, contact hours, and meetings). Should I fill this out now?	Let me check back with you when you have completed the lessons and collect the data then.
I do not know the races of my students. How do I fill out the top table in the brown section?	Estimate the races of students to the best of your ability and resources.
I have a student that identifies as Black and White. Where do I report this student in the top table of the brown section?	You would report this student in the “Multiple Races Reported” category. In the next two columns you would distinguish between those that consider themselves Hispanic/Latino and those that do not.
I teach a group of mixed grades. What do I mark in the “Grade Level” box?	Write in the number of students for each grade level you have in your nutrition classes.
I have a student that is male but identifies as female. In what gender category do I count this student?	Use the student’s preference, which in this case, is female.



Expanded Food and Nutrition Education Program

University of California
 Agriculture and Natural Resources
 Cooperative Extension

About My Class

Teacher/Volunteer

Name

Contact Information

Phone Number

E-mail Address

Hispanic/Latino

Yes No

Check one or more

Black or African American

Pacific Islander

Asian

White

Native American

I commit to teach a minimum of 6 (six) lessons in my classroom and return an evaluation

Signature Date

Start Date

End Date

Contact Hours

Number of Meetings

Students

Race	Total by Race	Not Hispanic/Latino	Hispanic/Latino
Native Americans			
Asian			
Black or African American			
Pacific Islander			
White			
Multiple Races Reported			

Grade Level								
Kinder		3rd		6th		9th		12th
1st		4th		7th		10th		
2nd		5th		8th		11th		

Gender	Number
Male	
Female	

For Staff

Staff Name

School Name District

School Address

Street City Zip Code Room #

Residence for School

- Farm/Rural
- Small Town
- Towns & cities to 50,000
- Suburbs over 50,000
- Central Cities

Curriculum

Delivery Mode

Graphic designer: M Tamargo
A very special thanks to Guadalupe Cabrera and
Nicole Ogosi for their valuable comments.

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Leavens L., Wooten-Swanson P., Costello C., Tamargo M., Donohue S., Townsend M.S. EFNEP Instruction Guide: *About My Class* [18-page guide includes instructions and background information for staff, a script/protocol, potential questions from participants and recommended responses for staff. The Guide accompanies data collection tool, *About My Class*.] University of California Cooperative Extension. January 2013.

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