



## Memorandum

---

#20-066

**TO:** WIC Regional Directors  
WIC Local Agency Directors

**FROM:** Amanda Hovis, Director  
Nutrition Education/Clinic Services Unit  
Nutrition Services Section

**DATE:** October 30, 2020

**SUBJECT:** Virtual Lactation Principles Class Schedule

---

The schedule for the Virtual Lactation Principles class has been finalized through March 2021 and is located below. Orientation is required and will be used to explain how the platform works and to make sure that attendees have the technology components needed to take the course successfully. Attendees will need:

- \* Desktop or Laptop Computer (notebooks, iPads and phones do not work)
- \* Chrome, Edge or Fire Fox; Chrome is preferred
- \* Video and audio capability on your computer
- \* If you are concerned about the technology for this course, you may want your IT person available during orientation.

<b>Orientation 8-9a.m.</b>	<b>Class 8-11:30a.m. each day</b>
November 30, 2020	December 1-3, 2020
January 15, 2021	January 19-21, 2021
March 1, 2021	March 2-4, 2021

Things to consider prior to registering:

- This workshop-style training is highly interactive and relies on active engagement and participation in small group activities and discussion. Attendees should be prepared to be on screen during small group sessions.

- You must commit to attend and participate in ALL 4 dates (orientation plus 3 class dates) for the entire length of the training.
- If multiple staff will be attending from the same agency or clinic, each person must access the class from their individual computer. You cannot attend "as a group".
- If local agencies have multiple staff that need to attend, please be considerate of others and spread registrations throughout the various dates provided.
- Active engagement is assessed in this virtual platform using participation in group discussion, chat and polls. Evidence of consistent active engagement throughout the entire training is required for a completion certificate. Please refrain from doing other clinic work or activities that will detract from learning or focusing during this event.
- This class is currently offered for Texas WIC staff only. Please do not share with other departments or outside of WIC.
- This class does not offer or award continuing education contact hours.

Visit <https://TALWD.Eventbrite.com> for the class info and to pre-register. You will need to enter the code: **TexasWIC** to display the hidden ticket since this class is not available to the public. Be sure to enter the staff member's email address so they receive the information in a timely fashion.

Upon completion of the pre-registration, an email confirmation is automatically generated confirming that your information was received. One to two weeks prior to class, an email will be sent to the student with the registration link for LiveStorm to register for the 4 different sessions (orientation plus 3 days of class). Only those that have pre-registered and gotten the invitation will be allowed to register. Once you register in LiveStorm, it cannot be changed or cancelled.

Please direct any registration or class questions to [Missy.Hammer@HHS.Texas.gov](mailto:Missy.Hammer@HHS.Texas.gov).