

## 2016 Trainings at-a-Glance

### PCE Workshops

This series of four State-led PCE workshops addresses individual and group education, mentoring, and design of group sessions. In general, these workshops will take place at regional training centers and will be available to all local agencies. They are designed to be sequential such that some of the sessions build on previous sessions.

#### [Your Toolbox: PCE for Individual Education - Principles, Techniques, and Steps for Individual Education](#)

This training will help attendees learn about and practice the basic PCE principles, techniques and steps involved in individual education. This course also serves as the foundation for other PCE training on group education, mentoring, and design.

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
TBA	9am - 4pm	TBA	<a href="#">Details</a>	TBA
TBA	9am - 4pm	TBA	<a href="#">Details</a>	TBA

#### [Be an Effective PCE Mentor - Supporting educators through observation and feedback for both Individual and Group Education](#)

This training will help attendees use PCE principles and techniques while observing and giving feedback to other WIC staff and to feel comfortable as PCE role models. Training will focus on both individual and group education. Attendees will practice using these techniques during the training and in their work sites. Attendees should already have a good understanding of and skills using the PCE principles and techniques for both individual and group education.

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
Sept 27, 2016 <b>AND</b> Oct 25, 2016	9am - 4:30pm	San Diego	<a href="#">Details</a>	CLOSED
Oct 11, 2016 <b>AND</b> Nov 8, 2016	9am - 4:30pm	Santa Ana	<a href="#">Details</a>	CLOSED

#### [Designing the PCE Way - Creating classes and training sessions](#)

This series of four sessions (three 1/2 days and one full day) will help attendees learn how to create classes and training designs that incorporate PCE principles and techniques. Attendees will practice using these techniques during the training and at their work sites. Attendees should already have a good understanding of PCE principles, and have skills using these principles and techniques for both individual and group education. Sessions will be conducted by videoconferencing.

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
TBA	8:30am-12pm 8:30am-4pm	Video Conference	<a href="#">Details</a>	TBA

#### [Your Toolbox: PCE for Group Education - Principles, Techniques, and Steps for Group Education](#)

This training will help attendees learn to use PCE group education designs to lead effective classes. The focus includes understanding principles and practices used in PCE classes, and how to personalize their session while following a class outline. This training builds on the PCE-related knowledge, skills and attitudes acquired from "Your Toolbox: PCE for Individual Education".

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
TBA	9am - 4pm	TBA	<a href="#">Details</a>	TBA

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### WIC Information eXchange (WIX)

The WIX system is a database reporting system that replaces the Extranet for California WIC. We recommend this training to staff who are or will be primarily responsible for querying and analyzing local agency WIC Management Information System (MIS) data and generating reports, have used WIC MIS for a minimum of 3 months and/or have completed WIC MIS Part I and Part II training. Although not required, experience with Microsoft Excel is desirable as WIX reporting capabilities allows users to export data into Excel for further analysis and formatting.

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
TBA	9am - 4pm	TBA	None	TBA

### WIC Management Information System (MIS)

WIC MIS is a fully functional automated system for enrolling WIC participants. State WIC and the 84 local agencies will share information residing in a common data base through a centralized system located at the Department of Technology Services (DTS) in Sacramento. WIC MIS was developed by the State of California, Department of Public Health, Women, Infants, and Children (WIC) Supplemental Nutrition Program, Information Technology Services Division (ITSD), and WIC specific local agency staff. WIC MIS is designed to support the WIC program functions.

#### WIC MIS Basic Part I (3-day course)

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
October 25-27, 2016	8:30am - 4:30pm	Oakland	None	FULL
November 15-17, 2016	8:30am - 4:30pm	San Diego	None	<a href="#">Register</a>
December 6-8, 2016	8:30am - 4:30pm	Sacramento	None	<a href="#">Register</a>

#### WIC MIS Basic Part II (2-day course)

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
October 11-12, 2016	8:30am - 4:30pm	Riverside	WIC MIS Basic Part I	FULL
November 29-30, 2016	8:30am - 4:30pm	Oakland	WIC MIS Basic Part I	<a href="#">Register</a>
December 13-14, 2016	8:30am - 4:30pm	San Diego	WIC MIS Basic Part I	<a href="#">Register</a>

#### WIC MIS Local Administration (2-day course)

DATE	TIME	LOCATION	PREREQUISITES	REGISTRATION
TBA	8:30am - 4:30pm	TBA	None	TBA