

## Blount County 1219 McArthur Road Maryville, TN 37804 (865)982-6430 x.4

Blount.tennessee.edu

03/16/2020

Welcome to Parenting Apart: Effective Co-Parenting,

We are happy to begin offering the required Co-Parenting class via Video Conferencing. There are several guidelines in participating in this distance-learning format. Please read carefully all the guidelines below:

- We will be using the online program "Zoom" to conduct the program
- Participants will need a valid e-mail
- The "Basic Zoom" conference site has no cost. There is no need to pay any additional fee to use this program.
- Participants must use a smart phone or computer for the class. A computer is the most ideal.
- The class lasts 4 hours. Please make sure you have enough battery on your device.
- Participants must have internet, camera and microphone access.
- Participants must be in a well-lit location with little to no distractions. Public settings are not recommended.
- Participants will be required to log-in <u>15 minutes before the class</u> in order to ensure technology is in full working condition.
- If there is a technology malfunction, participant will need to reschedule and come to the next scheduled Parenting Apart: Effective Co-Parenting class.
- Participants are expected to interact during the class via the microphone, video and chat box
- Participants must mail a check or money order paid to our office. Your certificate will be held until the check is received and cleared.
- Minors will be excluded from the class
- Those that are victims of abuse may continue to have an advocate present.
- The other parent must take the class separately
- We would cover the exact same approved curriculum including the format, Power Point, handouts and videos as the current approved Parenting Apart: Effective Co-Parenting in-person class uses. Zoom Conference allows host to share the screen while still seeing all participants.
- Once you have registered online you will receive a link to "Zoom" as well as an electronic copy of the class text

Submit prior to the day of the class:

- Google Form(Online immediately)
- o Participate Brochure 2020 Registration (Mailed)\*See Attachment
- \$40.00 Check made payable to:

UT/TSU Extension Blount County Att: Co-Parenting 1219 McArthur Road Maryville, TN 37804

Sincerely,

Mary Beth Lima

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Extension Agent Family and Consumer Sciences