



## **LifeSmarts Professional Development Units**

LifeSmarts will provide Professional Development Unit certificates to LifeSmarts teachers / coaches / advisors / agents / volunteers for participating / coaching in LifeSmarts, attending professional learning sessions, general education sessions and more!

### **1. Learning/ educational opportunities include:**

- Coach training webinars, Zoom sessions, conference calls or conference sessions to:
  - Strengthen LifeSmarts team management;
  - Learn about new lesson plans, learning initiatives/opportunities and educational resources in the LifeSmarts program
  - Gain educational insight about national program participation
  - Increase knowledge of integrating LifeSmarts into existing curriculum, classroom, clubs, etc., as a way to focus and enhance student engagement and learning outcomes.
  - Strengthen team management and national program participation and gain methods to integrate LifeSmarts into Family and Consumer Sciences curriculum, Science curriculum, Business and Economics curriculum, etc.
- Writing and submitting questions for LifeSmarts competition
- Sharing your knowledge and experiences with others

### **2. Other opportunities for earning Professional Development Unit certificates include:**

- Sharing lesson plans / learning units to be posted in our LifeSmarts Curriculum and Lesson Sharing Forum
- Teaching / presenting workshops on LifeSmarts within your state or association
- Promoting LifeSmarts within your state or association
- Serving as a LifeSmarts State Coordinator
- Helping host a LifeSmarts State Competition or scrimmage
- Helping host a LifeSmarts educational workshop or training
- Serving as a mentor to new LifeSmarts coaches / teachers or teams

### **3. Serving as a LifeSmarts Coach:**

Professional Development Certificates can also be earned by serving as a LifeSmarts Team Coach.

#### **Responsibilities can include:**

- Registering as a coach and establishing teams

- Registering students and adding them to your team or teams
- Studying LifeSmarts lessons, LifeSmarts U, weekly vocabulary, Question-of-the-day and answer calendars, LifeSmarts in a Box, and other resources, to prepare team for competition
- Leading team in completing educational practice quizzes
- Leading team in completing educational daily quizzes
- Leading team in completing monthly TeamSmarts quizzes to measure knowledge gained
- Conducting educational team meetings, classes, workshops and practices
- Leading students in any special competitions such as 4-H, BPA, FBLA, FCCLA, SkillsUSA, etc., as well as LifeSmarts Varsity or Junior Varsity competitions
- Participating with students in an educational LifeSmarts training or workshop
- Competing in State LifeSmarts Championship as a Varsity or Junior Varsity Team
- Applying to be selected as a LifeSmarts Wild Card Team
- Completing requirements to compete in the National LifeSmarts Championship
- Other duties as assigned

4. **Serving as a LifeSmarts Coach for a team advancing to the National LifeSmarts Championship:**

Professional Development Unit certificates can also be earned by serving as a LifeSmarts Team Coach for a team advancing to the National LifeSmarts Championship.

**Responsibilities can include:**

- Participation in coach professional learning sessions and general sessions preceding and during the National LifeSmarts Championship
- Completing requirements to compete in the National LifeSmarts Championship including pre-competitions, optional competitions or contests, etc.
- Registering team for the National LifeSmarts Championship
- Conducting educational team meetings, classes, workshops and practices to prepare for Nationals
- Fundraising for the trip to Nationals
- Conducting LifeSmarts educational community service projects to earn travel stipends from LifeSmarts to defray travel expenses to the National LifeSmarts Championship.
- Reporting as required to LifeSmarts for the National LifeSmarts Championship.
- Chaperoning student team to and from the event and during the event
- Leading the team in LifeSmarts educational lessons (LifeSmarts U, StudySmart guides, videocasts, etc.) and activities prior to the National LifeSmarts Championship
- Leading the team in preparing for their any LifeSmarts competition event

- Attending pre-event online Coach Zoom orientation trainings to gain knowledge as a coach and as required by the LifeSmarts team.
- Other duties as assigned

**Professional Development Units (PDU's) are awarded based on contact hours of a presentation or training class as well as contact hours training and sharing with others including teams of youth.**

**One LifeSmarts PDU is awarded for one contact hour of training / presenting.**

**1 hour of training = 1 PDU**

**1 hour of presenting, prep work, coaching = 1 PDU**



**To receive your certificate for completed LifeSmarts PDU's:**

**Upon completion of any of the above, visit:**

[https://docs.google.com/forms/d/e/1FAIpQLSfswfiEXHqzBSOEU8xN1vLUrF6PLNCsqFheozeYJtt57TzGA/viewform?usp=sf\\_link](https://docs.google.com/forms/d/e/1FAIpQLSfswfiEXHqzBSOEU8xN1vLUrF6PLNCsqFheozeYJtt57TzGA/viewform?usp=sf_link)

**Input educational activities completed and required information.**

**Certificate will be emailed to you.**

*If certificate does not arrive within ten minutes, check your junk mail.*

**If you need CEU's instead.....**  
**The Continuing Education Unit – How to Calculate CEUs**

One (1) Continuing Education Unit (CEU) equals ten (10) contact hours of learner interaction with the content of the learning activity, which includes classroom, self-paced instruction, pre/post assignments, and/or homework in support of a learning outcome. But how do you calculate the number of CEUs for a learning event? A *contact hour* is one clock hour of *interaction* between a learner and instructor, or between a learner and materials, which have been prepared to cause learning. Contact implies a connection between a learner and a learning source. For purposes of the CEU, that connection is two-way; that is, the instructor or learning source must monitor the learner's progress and/or provide some form of feedback to the learner. This definition applies for face-to-face interaction as well as distance learning programs.

**Counting Hours toward CEU**

When calculating the number of CEUs, the number of contact minutes must be totaled and divided by 60 to arrive at the number of contact hours, see chart 1 below. Total contact hours must then be divided by 10 to obtain the number of CEUs. CEUs must be expressed in tenths of a CEU; that is; 17 contact hours equate to 1.7 CEU; a three-contact hour program equates to .3 CEU.

**Chart**

Contact time (hours) =

$$\frac{(\text{total minutes for all activities}) - (\text{total minutes spent on non-allowable activities})}{60}$$

$$\text{*Number of CEUs} = \frac{\text{Contact time (hours)}}{10}$$

\*Rounded to nearest tenth