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**#12-045**

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

**FROM:** Linda Brumble, Unit Manager  
Nutrition Education/Clinic Services Unit  
Nutrition Services Section

**DATE:** May 18, 2012

**SUBJECT:** New Self-Paced and Bulletin Board Lesson Development Tool

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This is a memo to introduce a new *Self-Paced and Bulletin Board Lesson Worksheet* which can be accessed under Lesson Development Tools on the DSHS website at:

<http://www.dshs.state.tx.us/wichd/nut/ccne.aspx>

Client-Centered Nutrition Education (CCNE) comes in many different forms. While CCNE group classes provide one of the most engaging forms of client-centered nutrition education, self-paced and bulletin board lessons may better meet the needs of participants in some situations.

If your Local Agency (LA) is interested in developing self-paced or bulletin board lessons, use this worksheet to help make your LA developed self-paced and bulletin board lessons more engaging and client-centered.

The first page of this document is a worksheet for planning your self-paced or bulletin board lesson. The second page contains a checklist for lesson development as well as guidelines for appropriate use of self-paced and bulletin board lessons at your agency.

When requesting an NE code for your LA developed self-paced or bulletin board lesson, please submit this worksheet to your Nutrition Education Liaison.

If you have questions or require additional information, please contact your Nutrition Education Liaison or Frances Diep, RD, LD Nutrition Education Consultant, Nutrition Education/Clinic Services Unit, at (512) 341-4584 or [frances.diep@dshs.state.tx.us](mailto:frances.diep@dshs.state.tx.us).