



**Course** Dr. Sears' L.E.A.N. Coach Training & Certification  
**Instructor** Dominique Hodgkin  
**Asst. Instructor** Amy Quinn  
**Meetings** On-line  
**Syllabus** Abbreviated Sample for L.E.A.N. Start

**Summary of Reading, Activities and Assignments**

Week 1	
<b>Reading</b>	<ul style="list-style-type: none"> <li>• Dr. Sears' L.E.A.N. Kids Book: Pages 1 – 53 (Optional)</li> <li>• L.E.A.N. Coach Manual: Course Syllabus</li> <li>• Review nutrition slides and appendix</li> </ul>
<b>eLearning</b>	<ul style="list-style-type: none"> <li>• <i>Segment 1.1: Introduction &amp; About L.E.A.N.</i></li> <li>• <i>Segment 1.2: Nutrition</i></li> <li>• <i>Segment 1.3: Beyond the basics of nutrition</i></li> </ul>
<b>Activities</b>	<ul style="list-style-type: none"> <li>• Class Introductions</li> <li>• National Food Guide Summary</li> <li>• Nutrition Review</li> </ul>

Week 2	
<b>Reading</b>	<ul style="list-style-type: none"> <li>• <i>Dr. Sears' L.E.A.N. Kids Book: Pages 54 – 78, 92 – 149 (Optional)</i></li> <li>• <i>L.E.A.N. Start Parent's Guide – Sessions 1, 2 &amp; 3 (Pages 5 - 41)</i></li> <li>• <i>L.E.A.N. Coach Manual – Tab: L.E.A.N. Start, Coach's Manual (Pages 4 – 55) &amp; Review correlating appendices</i></li> </ul>
<b>eLearning</b>	<ul style="list-style-type: none"> <li>• <i>Segment 2.1: L.E.A.N. Start Overview, Traffic Light Eating &amp; Portion Control</i></li> <li>• <i>Segment 2.2: L.E.A.N. Start – Breakfast and Grains</i></li> <li>• <i>Segment 2.3: L.E.A.N. Start – Fruits and Veggies</i></li> </ul>
<b>Activities</b>	<ul style="list-style-type: none"> <li>• Traffic Light Eating Activity</li> <li>• Breakfast and Grains - Label Reading Activity</li> <li>• Boost Your Immunity Activity</li> </ul>

Week 3	
<b>Reading</b>	<ul style="list-style-type: none"> <li>• <i>Dr. Sears' L.E.A.N. Kids Book: Pages 150 – 262 (Optional)</i></li> <li>• <i>L.E.A.N. Start Parent's Guide – Sessions 4, 5 &amp; 6 (Pages 43 – 77)</i></li> <li>• <i>L.E.A.N. Coach Manual – Tab: L.E.A.N. Start – L.E.A.N. Start Coach's Manual (Pages 57 – 84) &amp; Review correlating appendices</i></li> <li>• <i>L.E.A.N. Coach Manual – Tab: Recipes</i></li> </ul>
<b>eLearning</b>	<ul style="list-style-type: none"> <li>• <i>Segment 3.1: L.E.A.N. Start – The Skinny on Fat</i></li> <li>• <i>Segment 3.2: L.E.A.N. Start – Power up with Protein and Play</i></li> <li>• <i>Segment 3.3: L.E.A.N. Start – Water your Growing Child &amp; Next Steps</i></li> </ul>
<b>Activities</b>	<ul style="list-style-type: none"> <li>• The Skinny on Fat Activity</li> <li>• Pantry Makeover Webinar &amp; Activity</li> <li>• Recipe Taste Test</li> </ul>

Week 4	
<b>Reading</b>	<ul style="list-style-type: none"> <li>• <i>L.E.A.N. Coach Manual</i> – Section: L.E.A.N. Essentials – L.E.A.N. Essentials Coach’s Manual (Pages 2 – 33) &amp; Review appendix</li> <li>• <i>L.E.A.N. Essentials Workbook</i></li> <li>• <i>L.E.A.N. Coach Manual</i> – Section: L.E.A.N. Teaching</li> </ul>
<b>eLearning</b>	<ul style="list-style-type: none"> <li>• <i>Segment 4.1: L.E.A.N. Essentials</i></li> <li>• <i>Segment 4.2: L.E.A.N. Teaching</i></li> </ul>
<b>Activities</b>	<ul style="list-style-type: none"> <li>• L.E.A.N. Workshop Overview Response</li> <li>• Teaching Techniques Review</li> <li>• Class Management Discussion Activity</li> </ul>

Week 5	
<b>Reading</b>	<ul style="list-style-type: none"> <li>• L.E.A.N. Coach Manual – Section: L.E.A.N. Coach</li> <li>• L.E.A.N. Coach Manual – Section: Connecting &amp; Appendices</li> </ul>
<b>eLearning</b>	<ul style="list-style-type: none"> <li>• Segment 5.1: L.E.A.N. Coach</li> <li>• Segment 5.2: Tailoring your Workshop</li> <li>• Segment 5.3: Connecting</li> </ul>
<b>Activities</b>	<ul style="list-style-type: none"> <li>• Connecting Getting Started Guide</li> <li>• Target Audience Worksheet</li> <li>• Oral Presentation (due next week)</li> </ul>

Week 6	
<b>Reading</b>	<ul style="list-style-type: none"> <li>• Review the L.E.A.N. Coach Manual, Parent’s Guides and DVD to prepare for exam.</li> </ul>
<b>eLearning</b>	<ul style="list-style-type: none"> <li>• Review detailed notes from all eLearning segments.</li> </ul>
<b>Activities</b>	<ul style="list-style-type: none"> <li>• L.E.A.N. Coach Certification Exam</li> <li>• Online Training Evaluation</li> <li>• Turn in final Oral Presentation</li> </ul>

***These descriptions and timelines are subject to change at the discretion of the Instructor.***

## General Course Information

<p><b>Course Description</b></p>	<p>This course is designed in segments that cover all of the materials needed to obtain your Dr. Sears' L.E.A.N. Start Coach Certification. There are a total of fifteen (15) segments in all. The course will take six weeks to complete. You can expect to spend approximately 6 hours per week on the course material which includes reading, online learning segments, and activities.</p> <p>Topics included in this course are the history and future of L.E.A.N., basic and extended nutrition, L.E.A.N. Start, L.E.A.N. Essentials, successful teaching and facilitation, tailoring your workshops and connecting with your community.</p>
<p><b>Learning Outcomes</b></p>	<p>L.E.A.N. Coach Candidates will:</p> <ul style="list-style-type: none"> <li>• Discover the purpose, history, and benefits of L.E.A.N.</li> <li>• Comprehend basic nutrition terminology and concepts</li> <li>• Identify and communicate key concepts for each L.E.A.N. Start session</li> <li>• Successfully perform all components of a L.E.A.N. Workshop, including L.E.A.N. Start and L.E.A.N. Essentials, while demonstrating L.E.A.N. teaching strategies</li> <li>• Evaluate real-world opportunities and develop a plan of action for sharing L.E.A.N. principles</li> </ul>
<p><b>Required and Provided Texts &amp; Materials</b></p>	<p>Dr. Sears' L.E.A.N. Kids Book, L.E.A.N. Start Parents &amp; Caregivers Guide, L.E.A.N. Coach Manual</p>
<p><b>Optional Suggested Readings &amp; Materials</b></p>	<p>The NDD Book &amp; The Healthiest Kid in the Neighborhood, by Dr. William Sears</p> <p>If you would like to purchase a copy of either of these books, please email Melody at <a href="mailto:melody@drsearslean.com">melody@drsearslean.com</a></p>
<p><b>Conference Calls</b></p>	<p><b>Live conference calls</b> will be held once a week. The first call is a MANDATORY syllabus review. Additional calls are encouraged but not required. If you are not able to attend the first conference call, please email <a href="mailto:elearning@drsearslean.com">elearning@drsearslean.com</a> for makeup alternatives.</p> <p><b>Conference Call day &amp; time:</b> TBD</p> <p>The purpose of these conference calls is to connect live with your instructor and other candidates, to get questions answered in real time, clarify information and discuss the current week's topics.</p> <p><b>Required materials:</b> Standard telephone and a long distance carrier.</p> <p><b>Recorded calls:</b> We highly recommend that you participate in as many of the live conference calls that you are able to, as the more people on the call the more information is shared and the more productive the call is. We will do everything possible to record the conference calls and post them in the Discussion Board of the Forum under "Forms, Handouts and Recordings" so you can listen to them at your leisure.</p> <p><b>Submitting questions:</b> If for some reason you are unable to participate in a live conference call but have a question you would like answered, please email your question to <a href="mailto:dominique@drsearslean.com">dominique@drsearslean.com</a> at least 2 hours prior to the call.</p>

<p><b>Training Kit</b></p>	<p>Your training kit will be arriving prior to the beginning of this course either via Fed Ex or U.S. Postal System. The contents of this kit should include one of each of the following:</p> <ul style="list-style-type: none"> <li>• L.E.A.N. Coach Training Manual</li> <li>• Course materials to be placed into the L.E.A.N. Coach Training Manual</li> <li>• L.E.A.N. Start Parent and Caregiver's Guide</li> <li>• L.E.A.N. Start Activity Book</li> <li>• L.E.A.N. Start DVD</li> <li>• L.E.A.N. Essentials Booklet</li> <li>• Dr. Sears' L.E.A.N. Kids Book</li> <li>• Pantry Makeover sample kit</li> </ul> <p>Please verify that you have all of your books and materials as soon as you receive them. If you are missing an item, please contact Heather at Dr. Sears' L.E.A.N. at <a href="mailto:heather@drsearslean.com">heather@drsearslean.com</a> or 303-223-2160 immediately.</p>
<p><b>Grading Criteria</b></p>	<p>In addition to completing all reading, eLearning presentations and submitting weekly activities, a score of 85% or higher on the exam is required to pass this course.</p>
<p><b>Make-up Exam</b></p>	<p>In the event that a passing score of 85% on the exam is not achieved, make-up exam opportunities will be addressed on an individual basis.</p>
<p><b>Late Work</b></p>	<p>Late or incomplete work will result in non-certification unless arrangements have been made previously with the instructor for extenuating circumstances.</p>
<p><b>Weekly Activities</b></p>	<p>Each week, you will have three (3) activities to complete. Some of the activities will require you to produce a project which you will need to submit to the instructor via email to <a href="mailto:eLearning@drsearslean.com">eLearning@drsearslean.com</a> (if submitting a written assignment, please complete the assignment in a Word document and attach it to your email). Some of the activities will require you to participate in a threaded discussion in the Activity Response Board of the Forum, and other activities will require you to participate in an online learning activity in the correlating eLearning segment.</p> <p><b>When emailing a completed activity to the instructor, please include the following information in the subject section of the email: Your first initial and last name, followed by the month your training began and the specific activity (Subject: MSmith Jan. Activity 1.2).</b></p> <p>All activities (with the exception of the oral presentation) must be completed in full and submitted by 12:00 Midnight (MST) Sunday at the end of each week in preparation for the next weekly segment beginning Monday. You have two weeks to complete the oral presentation and submit it.</p> <p>Some of the activities will need to be scanned into your computer and attached to an email for submission. If you do not have access to a scanner, you can also fax the activities to (303) 558-4214. <b>Please notify the instructor if you have faxed your activities.</b></p>

<p><b>Class Structure</b></p>	<p>This eLearning course contains reading, eLearning segments and activities every week. These assignments are self paced and can be completed by the Candidate anytime during the week. Three (3) new eLearning segments will become accessible to Candidates every Monday at 8:00 am (MST) and will remain open for the remainder of the course.</p> <p>In addition, weekly conference calls will be hosted by the course instructor to review information presented that week and to address any questions.</p> <p><b><u>eLearning Segments</u></b></p> <p>eLearning segments are interactive learning modules that take candidates step-by-step through each topic. These segments can be viewed at <a href="http://leangroup.articulate-online.com">http://leangroup.articulate-online.com</a> and your username and password (that you should receive via email) will be required for access.</p> <ul style="list-style-type: none"> <li>• Once logged into the eLearning segment, it will begin playing automatically; however, you will be able to pause, replay, fast forward, and rewind as needed. Training does not need to be completed in one setting. You may log-in and out as many times as you wish.</li> <li>• The system will monitor your activity and notify us when you have completed the eLearning segment.</li> </ul>
<p><b>L.E.A.N. Candidate Forum</b></p>	<p>The Candidate Forum is an important part of this online class, as it simulates traditional classroom discussions. In many respects, it presents an even better discussion environment for Candidates.</p> <p><b><u>Activity Response Board</u></b></p> <p>This is where you will post responses to weekly discussion questions and submit activity documents.</p> <p><b><u>Discussion Board</u></b></p> <p>If you have specific questions regarding material presented in the course that you feel should be discussed with the class as a whole, please post your question within the Discussion Board section of the L.E.A.N. Candidate Forum. Always preface your questions with the week and segment number (i.e. Week 1.2). The instructor will respond to the question enabling all Candidates to learn from the discussion. <u>Please use the Discussion Board as your primary form of communication with other candidates and the instructor.</u></p> <p><b><u>Forum Policies</u></b></p> <p>The L.E.A.N. Candidate Forum is a place for learning and discussing material related to L.E.A.N. materials, activities and questions. Please refrain from discussing and or promoting any products or services you are personally affiliated with as this is strictly prohibited in the forum. This includes soliciting any business, giving website addresses or contacting any candidate about a product or service. Thank you for respecting and protecting the integrity of L.E.A.N. and the education provided.</p>
<p><b>Privacy</b></p>	<p>Both the Candidate Forum and the Discussion Board are private forums and can only be viewed by participants in this course.</p>

<p><b>Login Information &amp; Passwords</b></p>	<p>Throughout this course candidates will be required to login to several areas enabling them to obtain course information and to post in the Candidate Forum. You will receive your login information in an email. When you receive that email, please note your login information in the spaces provided on the Quick Reference Guide in this syllabus.</p>
<p><b>System Requirements &amp; Technical Support</b></p>	<p><b>In order to view the eLearning segments in real time your computer system must have the following software:</b></p> <ul style="list-style-type: none"> <li>• Flash Player 6.0.79 or later (<a href="http://www.adobe.com/go/getflash">http://www.adobe.com/go/getflash</a>) (Flash Player 7 or later recommended), and one of the following browsers:</li> <li>• <b>Windows:</b> Internet Explorer 6 and later, Firefox* 1.x and later, Safari 3 and later, Google Chrome**, Opera 9.5 and later</li> <li>• <b>Macintosh:</b> Safari 3 and later, Firefox* 1.x and later, Google Chrome**</li> </ul> <p>If you experience any technical problems, please contact <a href="mailto:melody@drsearslean.com">melody@drsearslean.com</a> or call technical support at 303-800-0707.</p> <p>* Firefox is generally the least problematic browser to view eLearning segments on for all systems.</p> <p>** Google Chrome is generally the most problematic.</p>
<p><b>Academic Integrity</b></p>	<p>A high level of responsibility and academic honesty is expected from all Candidates enrolled in the Dr. Sears' L.E.A.N. Coach Training and Certification. Because the value of this certification depends upon the absolute integrity of the work done by the candidate, it is imperative that candidates demonstrate a high standard of individual honor in his or her work. Plagiarism, from any source, is unacceptable and will result in removal from the program.</p>
<p><b>Copyright Notice</b></p>	<p>All Dr. Sears' L.E.A.N. eLearning courses, manuals and materials are protected under the U.S. Copyright Laws and internationally by the Berne Convention and the Universal Copyright Convention.</p> <p>The copyright law of the United States (Title 17, United States Code) governs the making of photocopies or other reproductions of copyrighted materials, including music and software. Copying, displaying, reproducing, or distributing copyrighted works may infringe the copyright owner's rights and such infringement is subject to appropriate disciplinary action as well as criminal penalties provided by federal law. Usage of such material is only appropriate when that usage constitutes "fair use" under the Copyright Act. As a L.E.A.N. Coach Candidate, you are required to follow the copyright law as outlined above and in accordance with your training agreement.</p>
<p><b>Withdrawal from Course</b></p>	<p>Withdrawal from the course or a postponement of the course due to extenuating circumstances will be addressed on an individual basis. Refunds for withdrawals or postponement will not be issued, however enrollment in a subsequent course may be available.</p>