



KCP Facilitator Toolkit

<http://www.kcp.uky.edu/CC-toolkit.html>

The Kentucky Cancer Program has developed a variety of colorful, easy-to-use materials for Cooper/Clayton facilitators to use in promoting and conducting their classes. The following items are in Adobe and can be customized with local information by saving them to your computer and then opening them in an Adobe program that allows editing (ex-Adobe Professional). They can be duplicated onto colored paper or cardstock and cut. Most of the materials are available in color and black and white format to accommodate a variety of budgets.

FOR MEDIA AND PROMOTION

Bookmark front, color
Bookmark front, black & white
Bookmark back
Flyer, black & white
Flyer, recruitment new year
Flyer, recruitment second hand smoke
Flyer, updated recruitment with actual photo
Press release on upcoming class

FOR CLASSES

Certificate for graduate
Certificate for sponsor

Motivational postcards to send to students:

Encouragement, color
Encouragement, black & white
First Class Reminder, black & white - copy onto yellow cardstock
Halloween, color

Halloween, black & white
Valentine's Day, color
Valentine's Day, black & white

WEEKLY CLASSES

•Introduction Week

- Curriculum
- Attendance Charts
- Handouts
- Participant Forms

•Week One

- Curriculum
- Handouts

•Week Two

- Curriculum
- Handouts

•Week Three

- Curriculum
- Handouts

•Week Four

- Curriculum
- Handouts

•Week Five

- Curriculum
- Handouts

•Week Six

- Curriculum
- Handouts

•Week Seven

- Curriculum
- Handouts

•Week Eight

- Curriculum
- Handouts

•Week Nine

- Curriculum
- Handouts

•Week Ten

- Curriculum
- Handouts

•Week Eleven

- Curriculum
- Handouts

•Week Twelve

- Curriculum
- Class Reporting
- Handouts
- Participant Evaluation