



**PTA<sup>®</sup>**  
*everychild. one voice.<sup>®</sup>*

## Minimum Basic Requirements

- Browser: Internet Explorer 5.0 or later, Netscape Navigator 4.08 or later
- Browser plug-in: Macromedia Flash Player 5 or later
- Adobe Acrobat Reader version 4.0 or later
- Recommended modem connection speed of 56k or faster
- Sound card

## To Login:

Go to [http://www.pta.org/leadership\\_training.asp](http://www.pta.org/leadership_training.asp) and select the course you desire, then click the course title to start taking the course.

Your username and password are located on the back of your PTA Membership Card.

To reach as many members as possible, National PTA is proud to present e-learning, a computer-based training program. Each member's potential is just beginning to be tapped with e-learning.

Technology is driving us toward access, information, and speed. E-learning gives National PTA the power to advance membership training by quickly moving knowledge from people who have it to people who need it. Members can develop or hone leadership skills when, where, and as they need them. E-learning's up-to-the-minute information is accessible from home, in the office, at the library, or on the road 24 hours a day and seven days a week.

## PTA E-Learning

*Realize your potential with  
PTA Leadership  
Development E-learning*



## **Leadership Fundamentals**

**Conflict Management** — This course is taught using a simulated real-life situation, and providing immediate feedback and expert advice.

**Ethical Leadership** — Learn how to accomplish your goals with fairness and integrity.

**Grant Writing** — Learn the basics of grant application.

**Parliamentary Procedure** — Learn how rules of conduct positively affect PTA decision-making, while ensuring fair and orderly unit operations.

**Planning and Goal Setting** — Developed around a five-step process from time-management company Franklin Covey, this course contains printable tools and exercises to help you set and reach your goals.

**Planning Your PTA Year** — Learn to keep volunteers motivated by putting an achievable plan together for the year.

**Preventing Theft in Your PTA** — This course is a must for leadership.

**PTA Basics** — Discover PTA's history, structure, programs, and the issues for which it advocates.

**Writing and Proposing PTA Resolutions** — Stories from “the field” combined with practical advice make the resolution development and proposal process easy.

## **Diversity**

**Cultural Competency** — Learn cultural awareness and how to build relationships across cultural groups.

## **Advocacy**

**Effective Advocacy for Your Child** — Organize around local issues and address them to benefit the needs of children and your community. (Course designed for emerging local leaders, but all are welcome to attend.)

## **Leadership Enhancement**

**Creating and Delivering a Speech** — Improve your public speaking skills

## **PTA Program Essentials**

**Creating Successful Family-School Partnerships For Local PTA Leaders** — This course helps local PTA Leaders learn what they can do in their units to build successful Family-School Partnerships.

**Creating Successful Family-School Partnerships For State PTA Leadership** — This course helps state PTA leaders learn what they can do to help local PTA units build successful Family-School Partnerships.

**Reflections 101** — An overview and how-to for local units on running PTA's popular Reflections program.

**Running a Successful Program** — Learn the steps for taking a program idea from concept to reality.