Core for Social Workers

Tips for Instructors

- **Become familiar with the Core Resources Page on the Resource Barn**
  - We house all of our participant and instructor resources here as well as all class materials and curriculum
  - Become familiar with the structure of Core and participant resources such as the Social Worker passport

- **Become familiar with required Instructor trainings and resources**
  - Check out the “Instructor Prep Plan” and “Instructor Passport”

- **Become familiar with your Instructor Portal**
  - This is a helpful tool to allow you to keep track of the classes you are scheduled to teach. If you need help accessing this, please contact the Academy

- **Become familiar with curriculum and view the pre-requisite eLearnings for the classes you are teaching**
  - Please contact the Academy if you need help getting signed up to access the eLearnings

- **Keep an eye on your inbox for communication from the Academy**
  - We send a lot of e-mail to our instructors regarding scheduling, important instructor updates, webinar/training announcements, etc.
  - Please let the Academy know what classes you are interested in teaching

- **Attend instructor events, webinars, and trainings**

- **Please provide feedback to Academy Staff about any issues with participants, logistics and/or curricula**

- **Become familiar with the Aggie Travel system**
  - Please visit our instructor compensation information page for more information: [https://extension.ucdavis.edu/instructors/travel](https://extension.ucdavis.edu/instructors/travel)

- **Questions?**
  - Please e-mail Tami McCalip: tmccalip@ucdavis.edu or Kaitlyn Ash: kash@ucdavis.edu
  - If Social Workers have any general questions about enrollments, make-ups, etc. please have them e-mail the main Academy inbox: academy@ucdavis.edu