Guide to Module Customization

**OFA Chapters**

**MATERIALS INCLUDED WITH THIS MODULE:**

* Annotated agenda
* PowerPoint slide deck
* Guide to customization
* Handout: Building OFA Chapters

**HOW TO CUSTOMIZE THE CURRICULUM:**

**Slides that *require* customization:**

* **Slide 1**: Insert trainer name, role and twitter handle. *Remember to delete the pencil.*
* **Slide 18:** Insert your state/city in the red brackets. *Remember to delete the pencil.*
* **Slide 19:** Insert the name of a place in your state in red brackets. *Remember to delete the pencil*
* **Slide 20:** Insert the name of a place in your state/city in the red brackets. *Remember to delete the pencil.*
* **Slide 26**: Insert your state’s name wherever you see “our state,” if you deem it appropriate. *Remember to delete the pencil.*

**Customizing by target**

This module is meant to give an overview OFA Chapter structures and developments, but it is ultimately for your state. The more you customize if toward your state, the better!

**PAPERLESS TRAINING**

This module features a handout on building OFA chapters. It is not recommended to avoid this handout, but if you must rely on slides 13 and 14 in the PPT.

**TRAINING WITHOUT A PROJECTOR**

If training on this topic without a projector, the following visual aids are recommended:

* Posters on the wall:
  + Goals for the session
  + Agenda for the session
* Flip chart version of a “slide deck” (copy the content of the following slides onto a piece of flip chart paper, and present the session using flip chart paper as a visual aid, rather than a PowerPoint presentation):
  + Slide 7 (Visual or Written)
  + Slide 8
  + Slides 11-15
  + Slide 17
  + Slides 18-20 (Only red text)
  + Slides 28 & 29