



First 5 California CARES Plus Program

The web portal is open for FY 2013-14 CARES Plus participants to access online programming for *Introduction to CLASS™ Tool* and *Looking at CLASSrooms™*. These programs are part of the CORE requirements for CARES Plus. Lead Agencies were sent an e-mail on August 24, 2013, with sample letters containing county-specific product keys and instructions for participant and Administrator online access. This Notification summarizes information from those letters.

Administrator Access

As an Administrator, you have access to the online *Introduction to the CLASS Tool* and *Looking at CLASSrooms* at the Toddler and Pre-K age levels in both English and Spanish. You also will have access to reports on your participants' progress. Administrators should register for both Toddler and Pre-K programs to view reports for each age level. If you have questions about Administrator access, please contact Erika Flores (Erika.flores@teachstone.com) at Teachstone for assistance with your account.

Participant Access

The registration window for participants will close on **January 31, 2014**. After January 31st, the product keys will become invalid. Participants will have until February 28, 2014, to complete the online *Introduction to the CLASS Tool*. After they have completed *Introduction to the CLASS Tool*, they will have access to *Looking at CLASSrooms*. Access to *Looking at CLASSrooms* will end **May 31, 2014**; after this date, participants no longer will have access to any online programs or completion certificates.

Technical Information and Support

Teachstone's online programs provide opportunities to view and analyze videos from real teachers working with real students in everyday situations. Due to the use of video, a high-speed Internet connection is necessary to access online program materials. Participants also need the latest Flash player to view all the videos on the Teachstone website. For additional technical support and information, please visit the Teachstone website at <http://home.teachstone.com/en/pages/help> or send an e-mail to contact@teachstone.org.

If your Lead Agency needs additional information regarding the use and distribution of the product keys, please contact your First 5 California CARES Plus Consultant or send an e-mail to the CARES Plus inbox at caresplus@ccfc.ca.gov. Please contact Teachstone directly at contact@teachstone.org for assistance with access to online programming.

Thank you.

The CARES Plus Team