

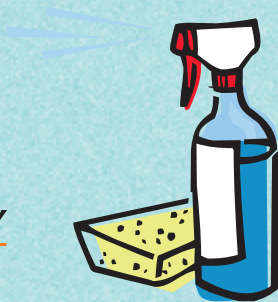
A CLEAN
and HEALTHY
Home



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OREGON STATE UNIVERSITY

EXTENSION SERVICE

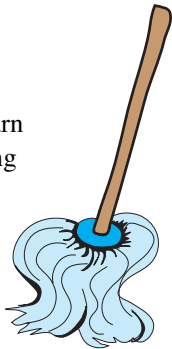


A Clean and Healthy Home

Guide to Workshop Materials

This workshop is designed to help participants learn skills needed to complete five basic housekeeping tasks: cleaning sinks and counters, refrigerators, ranges and ovens, tubs and showers, and toilets.

Using the Guide, both experienced teachers and novices can conduct the workshop. The Guide is written at a high-school reading level; participant handouts are written at the fourth-grade reading level.



This package includes

- One videotape (VHS format); run time 20:22 minutes
- A compact disc (CD) containing:
 - Copies of Adobe Acrobat Reader software, version 5.0, for PCs with Windows (filename “Acrobat.exe”) and for Macintosh (folder name “ReadMac”). See pages 4–5 for more information.
 - An Adobe Acrobat PDF file (filename “Workshop Guide”) of the 65-page Guide for the teacher to use. (See next page for a detailed list of contents in the Guide.) After you print the Guide, you might want to put the pages in a three-ring binder.
 - PDF files of all participant handouts and evaluation forms, which you can print as needed for each workshop.

Workshop Guide contents

1. Program philosophy and objectives
2. Preparing to conduct the workshop
3. Workshop Guide
 - Directions for the workshop presenter
 - Presenter's guide
4. Video script
5. Activities
6. Adapting the workshop for different audiences
7. Credits and acknowledgments



Evaluation forms and handouts

1. Teacher evaluation
2. Participant evaluation
3. Handouts
 - Clean sinks and counters
 - Clean refrigerators
 - Clean ranges and ovens
 - Clean tubs and showers
 - Clean toilets

About Adobe Acrobat Reader

If Adobe Acrobat Reader software is not on your computer's hard drive, your computer might not recognize PDF files on this CD when you open it.

If you *do* have Adobe Acrobat Reader 3.0 or later version, you don't need to install the Acrobat Reader 5.0 software provided on this CD in order to access and print the Workshop Guide materials.

Versions of Adobe Acrobat Reader provided here are for PCs using Windows 95 OSR 2.0 or newer (the filename is "Acrobat.exe") and for Macintosh OS 8.6 or newer (the folder name is "ReadMac"). If you use a different operating system and you don't have Adobe Acrobat Reader already on your hard drive, you can download the version you need from Adobe's Web site, www.adobe.com/ On the home page, under Support, select 'download Acrobat Reader'. The software is free.



Installing Adobe Acrobat Reader 5.0 from this CD – PC users

- Close all open applications before beginning the installation.
- Double click on the icon “Acrobat.exe”.
 - At the “Welcome” screen, click NEXT.
 - At the “Choose Destination Folder” screen, click NEXT.

Installation will begin and may take a few minutes.

- After installation, you may be asked to reboot your computer. If you’re not asked to reboot, the message will be “Thank you for choosing Acrobat Reader”. Click OK.

Note: When you run Adobe Acrobat Reader for the first time, you may be asked to “accept” the user license agreement. Click ACCEPT.

Installing Adobe Acrobat Reader 5.0 from this CD – Macintosh users

- Close all open applications before beginning the installation.
- Drag and drop the entire folder “ReadMac” from the CD to your desktop. Later, if you prefer, you can move it to a folder on your hard drive such as your “Utilities” or “Applications” folder.

It’s not necessary to install Acrobat Reader on your computer in order to use it; you can run Reader from the CD and open PDF files that are on either the CD or your hard drive.

More about “A Clean and Healthy Home”

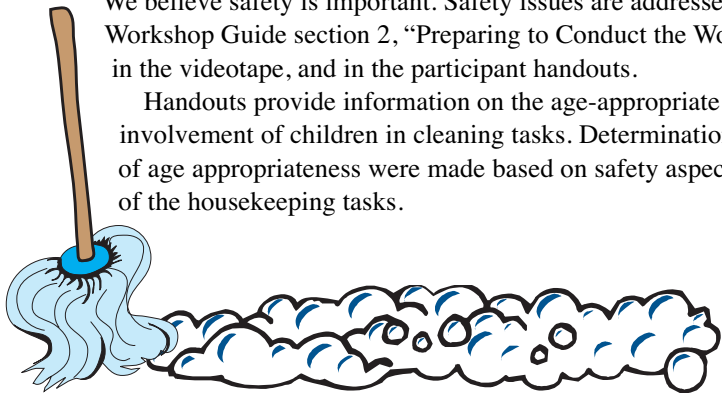
Because the target audience might include people who lack financial resources or who are defaulting on their rental agreements by completely neglecting their housekeeping, our recommendations for cleaning products and frequency of cleaning are minimal.

Specifically, we recommend hand dishwashing detergent and liquid chlorine laundry bleach for many cleaning tasks because they are cheap, highly effective, readily available, and reasonably safe (when used as directed), and they can serve multiple purposes in the home.

We do suggest more frequent cleaning if the basic recommendations do not result in a satisfactory level of cleanliness.

We believe safety is important. Safety issues are addressed in the Workshop Guide section 2, “Preparing to Conduct the Workshop,” in the videotape, and in the participant handouts.

Handouts provide information on the age-appropriate involvement of children in cleaning tasks. Determinations of age appropriateness were made based on safety aspects of the housekeeping tasks.



How to order additional copies of “A Clean and Healthy Home”

The components of this package—CD and videotape—are not available for purchase separately.

Additional copies of the complete package, “A Clean and Healthy Home,” VTP 11, are available from:

Publication Orders

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* Shipping and handling charges: one copy of VTP 11, \$6.00; two copies, \$8.00; three or more copies, 10% of total order amount.



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