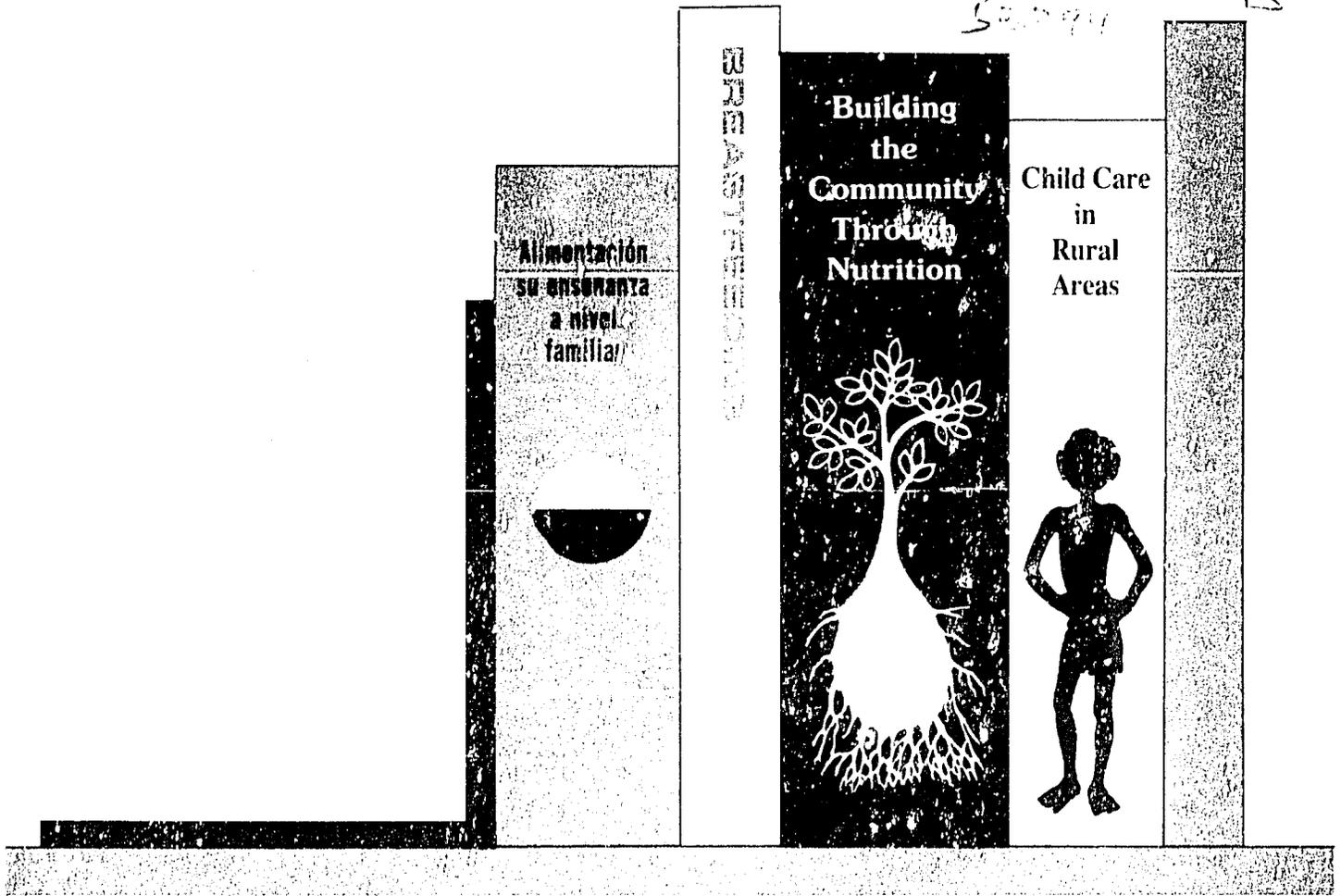


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catalogue of nutrition training manuals

*FOR HEALTH PROFESSIONALS,  
TRAINERS AND FIELD WORKERS  
IN DEVELOPING COUNTRIES*

**A SUPPLEMENT**

June 1987

**CATALOGUE OF NUTRITION TRAINING MANUALS**  
**for**  
**health professionals, trainers, and field workers in developing**  
**countries**

**A Supplement**

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An International Nutrition Communication Service (INCS) Publication

Christine Hollis  
Robin Townsend

Editors

- June 1987 -

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## INTRODUCTION

In 1982, the International Nutrition Communication Service published the Nutrition Training Manual Catalogue, which for the first time identified and reviewed the major nutrition training manuals and resource materials available at that time. As such, it documented most of the outstanding curricula in nutrition for developing countries that had been produced in the last 15 years. It was meant as a reference manual for health professionals, trainers, health educators and field workers that would guide them in selecting textbooks, course outlines, and/or instructional guides they could use in their own projects in Third World countries. The Catalogue also recommended general nutrition-related books that would provide health educators with exemplary information useful in training programs.

In the intervening five years since its publication, there have been many advances in the field of nutrition education. Growing emphasis has been placed on the planned and effective use of communications and marketing techniques to improve dietary practices and thus, nutritional status of specific populations. At the same time, a host of new training texts, as well as revised versions of old manuals have been printed during this time. This Catalogue of Nutrition Training Manuals: A Supplement reviews many of those new documents, giving educators an updated guide for choosing training resources. Unfortunately, few of the training manuals abstracted seem to reflect the new education/communication methodologies and/or orientations mentioned above.

The majority of the resource materials produced still focus on the subject matter, and cover everything from food selection to home food production, breastfeeding to feeding infants of weaning age, vitamin A deficiency to diarrhea, food groups to recognition of malnutrition. More so than in 1982, however, are the number of texts which present a reliable teaching/training methodology. Examples include the training manuals produced by the Peace Corps, and the manual Helping Health Workers Learn which demonstrate various experiential and adult learning techniques that can be used to train community-level workers how to convey information to villagers.

Training programs have been carried out, most notably by the INCS project, which develop managers' and health workers' communication skills. These skills include: "researching" their audiences (looking at food-related practices and attitudes, as well as the socio-cultural-economic reasons behind them); designing relevant and motivational messages; selecting appropriate channels of communication; producing and pre-testing materials; and monitoring the results of their nutrition education efforts. However, few solid training manuals or materials have been produced which deal with this subject in a systematic, concise fashion. There is a definite need for a

training document of this sort.

One major exception is the "Guidelines for the Design, Implementation and Evaluation of Public Health/Nutrition Social Marketing Campaigns," published by the Education Development Center. These guidelines can be used by anyone setting up a course in this subject. The seven units cover: problem and situation identification; planning research and data collection techniques; setting behavior change objectives; framing the communications strategy; product and services marketing; managing projects; formative and summative evaluation. Health policy and program management specialists, health educators and even marketing specialists would find this an efficient manual for assisting them in training activities, as well as in managing projects.

In 1982, it was noted that few of the training manuals appeared to have been evaluated in terms of their effectiveness in the field. This remains the case in 1987, although a few organizations, such as Unesco and the FAO, have made major efforts to pre-test and field-test their curricula, and have sought feedback from professionals in nutrition education. A few programs have also produced brief modules that focus on a particular nutritional problem, and specific means of resolving it. One example of this is the Uganda Ministry of Health's How to Use the Child Health Card; A Guide for Health Workers in Uganda.

There has also been an increase in the number of resource materials dealing with food and nutrition program management. In particular, the FAO has developed guidelines for persons responsible for organizing group feeding programs, and the Caribbean Food and Nutrition Institute has also produced reference documents for hospital dietetic services as well as day care supervisors.

Language gaps continue to be a problem. Although some efforts have been made to translate materials, as well as to support local efforts to produce region-specific manuals, there are still few good training documents in either French and Arabic. It is heartening to note the number of training materials available in Spanish however.

#### Format

This Catalogue of Nutrition Training Manuals: A Supplement is intended for the same audience, health educators, trainers, health professionals and field workers. The supplement reviews approximately 70 training manuals and resource materials which focus on nutrition education in developing countries. Readers can use the supplement to help identify those documents most appropriate to their situation, nutrition and training needs, language, and region.

Materials reviewed and abstracted in this supplement include textbooks, formal school curricula, course outlines, health worker handbooks, educational aids such as slide courses, and reference manuals. INCS has received these materials from organizations around the world that are interested in sharing their knowledge and experience with others. The reviews of the listed materials attempt to describe both their positive and negative aspects. The major objective of this publication is to disseminate information about potential resources that are currently underutilized to those people needing it.

The resource materials in this supplement are classified according to: subject category, title and author, language, geographic region for which they are intended, potential users, stylistic emphasis, sponsor and source.

There are nine subject categories, including: General Nutrition, Primary Health Care, Nutrition Communication and Training, Nutrition Education in the School, Nutrition in Maternal and Child Health, Growth Monitoring, Nutritional Assessment and Surveillance, Nutrition and Infection and Special Deficiencies, Nutrition Appropriate Technology, Program Management. An outline of the relevant content for each category is found in the appendix.

Program categories are not exclusive in terms of content. There is occasional overlap, as in "Primary Health Care," where trainees are given very generalized training in a great many topics, nutrition being among them. Classification by category is meant to reflect the focus of activity and task which each manual supports, not points covered in the text. However, within each category, emphasis has been placed on describing the nutritional components; for example, looking at whether feeding during diarrhea is addressed as well as treatment by the oral rehydration solution.

Geographic region refers to the area for which the manual is written. For classification purposes, these regions have been left broad in nature, that is, specifying only Africa, Caribbean, Southeast Asia, etc. However, within the review section itself, the reader can determine the particular country or locale in which the material was developed. If reviewers felt the document to be applicable, with adaptations, to other geographic areas, reference is made to this.

Potential users include trainers, field workers, program supervisors and managers, teachers, health professionals, and policy makers. A few are intended for mothers. In a few cases, reviewers made editorial decisions concerning users. Thus, they have suggested that, although the manuals may have claimed that they are to be used by field workers and health professionals, the level of language and extent of technical information make it

relevant only for one or the other group.

Each manual was also classified according to the emphasis of its subject matter. In general, most of the materials reviewed tended to concentrate on "teaching methodology" or "technical content." A few, however, were felt to also be "support materials," such as the slide presentations, as they not only provided technical information, but can be used directly in a training session as an educational aid.

Finally, at the end of each review, readers will find a guide to sources from which the manuals may be obtained. The complete address for these references has been supplied in each case. Those interested in obtaining a listed manual should write first to the source, or to the sponsor or publisher. INCS does not disseminate materials directly. However, if you cannot procure the manuals by writing directly to the sources, INCS will make an attempt to connect you with an alternative source. If a price was listed for the materials reviewed, that cost has been indicated. In some cases, cost was unable to be verified, so the reader should make appropriate inquiries of the source.

It is the sincere hope of the International Nutrition Communication Service that this supplement, as well as the original Nutrition Training Manual Catalogue will assist in the dissemination of information about training resources that are currently underutilized. We would like to express our thanks and appreciation to all those organizations, programs, and individuals who sent us their materials for review, and who provided us with essential background information. We look forward to hearing your comments.

#### ACKNOWLEDGEMENTS

The editors would like to gratefully acknowledge all the reviewers and staff who helped put this supplement together. They include Juliette Aphane, Mary Jane Neuendorffer, Sue Allison, Ron Israel and Claire Karesky. We would also like to thank Gayle Gibbons of the American Public Health Association for her help and that of her staff in identifying a number of the manuals.

GENERAL NUTRITION



Nutrition for Developing Countries, M.H. King (1972)

Training Manual Abstract:

Manual: Caribbean Food and Nutrition Institute (PAHO/WHO), Food Guide for the Caribbean, description-booklet, 2 colors with identifying tabs.

Geographic Region: Caribbean

Potential User(s): Health Professionals, Trainers

Emphasis: Technical Content

Review: This guide is based on the special nutritional needs of people in the Caribbean and presents important concepts related to diet and health. It identifies six food groups both in print and pictorially. They are 1) staple foods; 2) legumes; 3) dark, green leafy and yellow vegetables; 4) food from animals, cheese, milk, fish; 5) fruits; 6) fats and substitutes. The guide also discusses the different nutritional requirements of a population, for example, pre-schoolers, vs. the elderly. Black and white graphic illustrations are simple, supplement the message of the text, and stress the importance of choosing from each food group every day. The guide also communicates more complicated concepts such as "eat more foods high in fiber," and gives examples of fiber-rich foods. One section also links health and dieting through a picture of a woman exercising, captioned with suggestions of how to eat correctly. It makes a clear connection between diet and good health and presents the topic in a clear and effective way.

Sponsor: PAHO/WHO

Publisher/  
Source: Caribbean Food and Nutrition Institute (PAHO/WHO)  
P.O. Box 140, Kingston, 7, Jamaica

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Category: General Nutrition

Training Manual Abstract:

Manual: Parkinson, Susan and Lambert, Julia, The New South Pacific Handbook of Nutrition, 1982, English, 92 pages.

Geographic Region: Southeast Asia (South Pacific)

Potential User(s): Trainers, Field Workers, Teachers

Emphasis: Technical Content

Review: This small but fairly comprehensive book has served as a reference for students, trainees, and extension workers in the South Pacific region. The emphasis is on the three main groupings of foods needed by the body; Chapter II deals with energy foods, Chapter III with body-building foods, and Chapter IV with vitamins. The introductory section deals with people's need for food and provides some guidelines for assessing individuals' nutritional needs. Another section provides information about nutrition-related diseases that are problems in the South Pacific region, including obesity, diabetes, heart disease, and diarrhea. The section discussing treatment of diarrhea in the home only briefly describes the oral rehydration solution, and no visuals are provided to reinforce the concept of correct measurements. A final section provides information intended to help people select appropriate local foods to obtain a balanced diet; "junk foods," "fast foods," alcoholic beverages, and selective buying of store-bought foods are also addressed. Certain appropriate technologies, such as improved stoves, are described. This book provides relevant information in a succinct fashion; many points are illustrated with cartoons, other illustrations and charts.

Sponsor: Fiji National Food and Nutrition Committee, Commonwealth Foundation Through the South Pacific Commission

Publisher: Original publisher: South Pacific Health Service

Source: Fiji National Food and Nutrition Committee, P.O. Box 2351, Government Buildings, Suva, Fiji

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Category: General Nutrition

Training Manual Abstract:

Manual: Uddoh, Caroline K.O., Nutrition, 1980, English, 204 pages.

Geographic Region: International (Africa)

Potential User(s): Health Professionals

Emphasis: Technical Content

Review: This is a small but comprehensive textbook on nutrition, primarily designed for nursing students, health professionals and other health care workers in tropical regions. It covers the basic nutrition curriculum for the Nurse Training Course developed by the Nurses and Midwives Board of Nigeria, and as such, should satisfy similar course requirements in other English-speaking tropical countries where the nutritional deficiencies and problems are similar. This course text introduces students to the components and classification of foods, food production and storage, metabolism and nutritional needs of the body, food hygiene, preservation, food habits and their effect on nutritional status, and the role of diet in the prevention and treatment of disease. Each chapter is followed by a series of questions so the trainer and/or the student can determine how well certain principles have been learned; answers are provided at the back of the book. The manual is written at a sophisticated level and in a well-organized fashion, and as such, serves as a highly portable resource document to be used in the field.

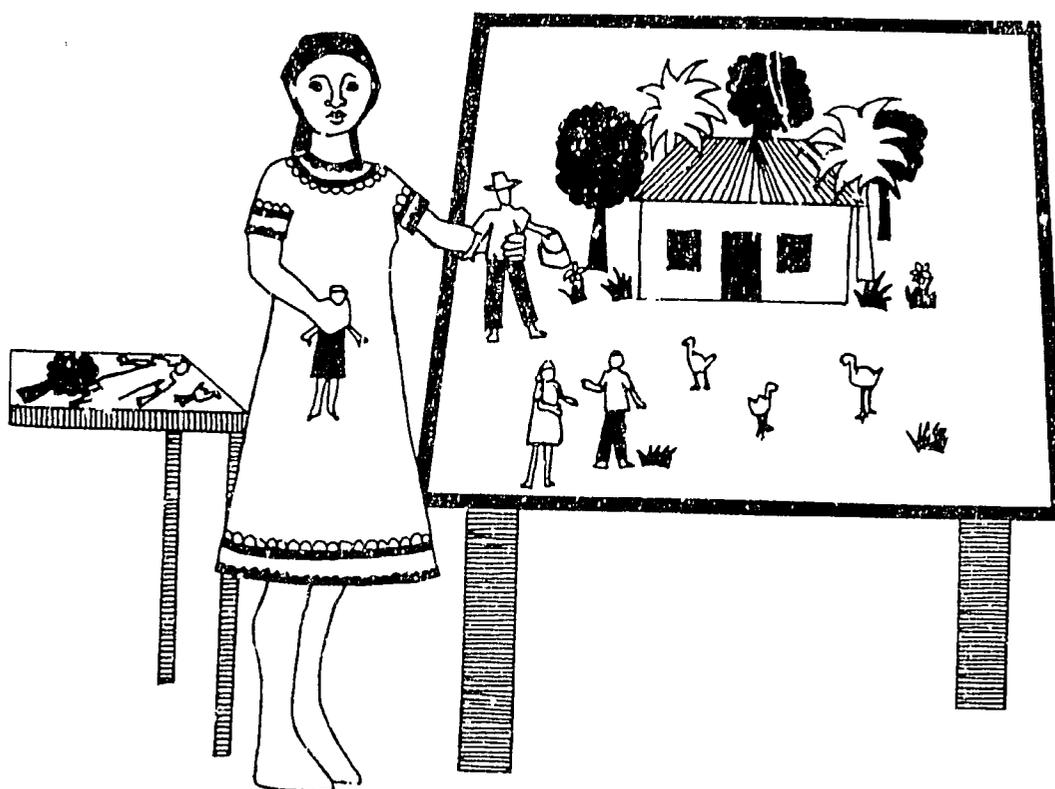
Sponsor: The MacMillan Press Ltd. (MacMillan Tropical Nursing and  
Publisher/ Health Sciences Series), London and Basingstoke, England  
Source:

Category: General Nutrition



Nutrition Handbook for Community Workers, CFNI

NUTRITION COMMUNICATION AND TRAINING



Bridging the Gap: A Participatory Approach to Health  
and Nutrition Education, Save the Children Federation (1982)

Training Manual Abstract:

Manual: Favin, Michael, Health Education, Information for Action Issue Paper, 1986, English, 80 pages.

Geographic Region: International

Potential User(s): Health Professionals

Emphasis: Technical Content

Review: This issue paper serves as a reference for those concerned with policy formulation, planning and assessment of health education. It is based on the premise that health education must not be limited to the pouring out of information to achieve individual behavior change. Instead of advocating a specific educational theory, the paper explores the various reasons for the success or failure of educational approaches. Specific field experiences document the applicability of the approaches. The paper breaks health education into five chapters: health education approaches, communication channels, educational materials, planning and organizing health education and changing health-related behavior.

This issue paper's format is illustrated by the discussion of using radios in the communication channels chapter. Some of the advantages of radio-use cited include availability, little need for advanced technology, no literacy requirement and discussion orientation. Disadvantages cited include absence of visual dimension, cost of batteries, need for media expertise in program design and need for a working relationship with program authorities. Accompanying this pro and con discussion are brief descriptions of radio use in Trinidad, Tobago, Sri Lanka and Nicaragua.

The appendices at the end of the paper describe health education projects, discuss the design and evaluation of educational materials and provide listings and readings, references and resource institutions.

Sponsor: UNICEF, Aga Khan Foundation

Publisher: Automated Graphic Systems, White Plains, Maryland, USA

Source: American Public Health Association, 1015 15th Street, N.W. Washington, D.C. 20005

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Category: Nutrition Communication and Training

Training Manual Abstract:

Manual: Fetter, Kathryn; Clark, Mari; Murphy, Catherine; and Walters, Jo Ella, Teaching and Learning with Visual Aids: A Resource Manual for Family Planning Trainers and Health Workers in Africa and the Middle East, 1984, English, 423 pages.

Geographic Region: Africa, Middle East

Potential User(s): Trainers

Emphasis: Teaching Methodology

Review: This manual has been designed for use by trainers of nutrition workers, community health workers, traditional birth attendants, and other health personnel working with villages in Africa and the Middle East. Its purpose is to introduce both trainers and their subsequent trainees to the use of visual aids for effective teaching and learning of family health concepts. It is divided into six main units that deal with: when visual aids should be used; how to adapt and/or select appropriate visual aids; how to plan, design and field-test educational aids; methods of production; and techniques for effectively using visual aids in a training situation. A trainers' guide precedes these units and explains how to use the manual, how to follow the lesson plans, and how to plan one's own course based on the guidelines in the manual. The emphasis throughout is on the active involvement of the learners in the training process. Lesson plans are clearly outlined and presented. They include time needed, objectives, instructions to the trainer, activities, case studies and sample visuals, as well as suggestions for evaluating the outcome of each lesson. Nutrition educators should find sections on visual misperceptions (how pictures of foods are often mistaken for other objects), pre-testing of materials, and effective incorporation of aids into their training sessions quite illuminating. This manual is an excellent resource for health trainers striving to improve their communication skills.

Sponsor: USAID

Publisher/  
Source: Education Materials Unit, Program for International Training in Health, School of Medicine, University of North Carolina, Chapel Hill, North Carolina, USA

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Category: Nutrition Communication and Training

Training Manual Abstract:

Manual: JNSP Nutrition Learning Packages, 1987, English, French, 10 packets, approximately 10-20 pages each.

Geographic Region: International

Potential User(s): Trainers, Field Workers

Emphasis: Technical Content, Teaching Methodology, Support Materials

Review: The JNSP Nutrition Learning Packages are intended as training support materials for use with the revised WHO "Guidelines for Training Community Health Workers in Nutrition." The learning packages correspond to the training modules of the guidelines. As such, they provide both activities (games, role plays, case studies, self-tests) and support materials (pamphlets, charts, posters) to help CHWs acquire nutrition information and develop skills for using that information in their work. The learning packet activities are most effectively used in a participatory style of training. For this reason, the first packet, entitled, "How to Use the JNSP Nutrition Learning Packages" provides trainers with a helpful and clear outline describing the philosophy of participatory education, methodology, learning activities, and evaluation. This section also includes suggestions for adapting the learning packages for country-specific situations and for field-testing.

The subject areas addressed in the training packets include: Getting to Know the Community, Measuring Growth, Breastfeeding, Young Child Feeding, Nutrition of Mothers, Nutritional Deficiencies, Nutrition in Infections and Diarrhea, Communicating Nutrition and Solving Problems (in the community). As part of the WHO/UNICEF JNSP program, annotated bibliographies on nutritional subjects are included; these bibliographies provide trainers with additional sources of background information. The JNSP Learning Packages are now being field tested; potential users are invited to take part in this process.

A note: Each packet is enclosed in a plastic envelope to insure that materials remain free of dust and rain.

Sponsor: WHO and UNICEF

Publisher/  
Source: WHO/Geneva, Health Education Unit, 20 Avenue Appia, 1211 Geneva 27, SWITZERLAND

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Category: Nutrition Communication and Training

Training Manual Abstract:

Manual: Pan American Health Organization, Puntas Para Capacitar en Nutricion a Trabajadores Comunitarios y Salud, 1983, Spanish, 198 pages.

Geographic Region: Latin America

Potential Users: Trainers, Field Workers

Emphasis: Technical Content, Teaching Methodology

Review: This manual should improve community health workers' training by making the learning process more participatory, practical and task-oriented. Nine modules covering topics such as breastfeeding, growth and nutrition, diarrhea and nutrition, and nutritional deficiencies are covered. Each module contains three sections: an opening list of objectives, a detailed discussion of technical information for the community health worker and a series of exercises to be used in the community. Some of the technical information covers the use and maintenance of growth charts, provides oral rehydration formulas and explains means of detecting nutrition-related diseases. Graphics, charts and illustrations supplement the technical text. Each module contains three to ten exercises for community use; these exercises are briefly described in single paragraphs. The community health worker should be prepared to spend some additional personal time in preparing and supplementing the describes exercises.

Although geared toward trainers, the manual might be used as a direct text for health workers. The only chapters specifically oriented toward the instructors deal with suggestions for training and means of acquiring supplementary education materials.

Sponsor/  
Publisher/  
Source: Pan American Health organization (PAHO),  
525 23rd Street, N.W., Washington, D.C. 20037

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Category: Nutrition Communication and Training

Training Manual Abstract:

Manual: Save the Children, Bridging the Gap: A Participatory Approach to Health and Nutrition Education, 1982, English, 103 pages.

Geographic Region: International

Potential User(s): Trainers

Emphasis: Teaching Methodology

Review: This manual is designed for nutrition and health educators who want to sensitize field workers to community nutrition needs and provide them with specific teaching ideas. Although designed for trainers, almost all the chapters can be used by field workers with villagers. The first chapter deals with the administrative details behind planning and conducting a training program; it discusses scheduling, trainee selection, resources and evaluation. The second chapter contains lessons for field workers on becoming sensitized to community values, and on assessing health and nutrition problems. The manual encourages community involvement in assessing specific nutrition needs. The ten learning activities in the third chapter are grouped according to subject matter. Some of these lessons deal with diarrhea, the nutritional value of foods, and child feeding. Each activity can be adapted to different cultures. The manual stresses a hands-on learning approach instead of a lecture format. Accordingly, typical experiential activities include food preparation, puzzles, games, slide shows and comic books. The final chapter discusses community effort: which might help localities alleviate their specific nutrition problems. Techniques include setting community goals, identifying local resources and creating a community nutrition graph in which community members actually update children's weight charts.

Sponsor: Save the Children

Publisher: Boyd Printing Company

Source: Save the Children, 54 Wilton Road, Westport, CT 06880

Cost: Individual copies free; multiple copies not available

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Category: Nutrition Communication and Training

Training Manual Abstract:

Manual: Save the Children, Save the Children Kit, Packet of posters and booklets, English.

Geographic Region: Asia (Indonesia)

Potential User(s): Trainers

Emphasis: Teaching Methodology, Support Materials

Review: This packet of posters and booklets helps to foster open creative communication between the health educator and villagers. Instead of providing detailed technical information, the packet uses visual materials, games and stories to focus attention and spur discussion on health care. Very few posters are accompanied by words. If provided, only two or three key words such as "pregnancy" or "health worker" are used. Most materials lend themselves to general health discussions. The only specific nutrition topics addressed are preparing family foods, preparing nasitim (a weaning food), and making compost. The packet should be used in conjunction with the Bridging the Gap training manual developed by Save the Children. (See description in this manual.)

Sponsor: USAID

Publisher/Source: Save the Children, 48 Wilton Road, Westport, CT 06880

Category: Nutrition Communication and Training



Bridging the Gap, Save the Children

Training Manual Abstract:

Manual: Svendsen, Dian S., and Wijetilleke, S., Navamaga: Training Activities for Group Building, Health and Income Generation, 1983, English, French and Spanish translations forthcoming (Fall 1986), 15 pages.

Geographic Region: International

Potential User(s): Experienced Trainers

Emphasis: Technical Content, Training Methodology

Review: This booklet, designed for grassroots development workers in all parts of the world, grew out of a development officers' training project in Sri Lanka. The project aimed to assist rural women in identifying their needs and in developing their own small-scale health and income-generating projects. Using the Sri Lanka experience, this manual provides activities to help women assess their personal and family needs, improve their interpersonal skills, identify community goals, explore income-generation possibilities, identify family and community health and nutrition problems, and mobilize community resources. More than sixty training activities are covered. Health and nutrition topics include the discussion of basic food groups, creating a balanced diet, the nutritional value of foods, the importance of breastfeeding, food preservation, home gardening, and child and maternal health. Each section includes both a participatory activity (such as vegetable puppets and making your own fertilizer) and a basic technical information sheet. Guidelines are also provided for identifying local technical expertise.

Sponsor: Women's Bureau of Sri Lanka (Colombo, Sri Lanka) and Overseas Education Fund, Washington, D.C.

Publisher/Source: The Overseas Education Fund, 2101 L St., N.W., Suite 916, Washington, D.C. 20037

Cost: \$12.00 (English)

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Category: Nutrition Communication and Training

Training Manual Abstract:

Manual: Valdivia, Leonel; Lerma, Julia; Atucha, Luis, Guia Para el Diseno, Utilizacion y Evaluacion de Materiales Educativos de Salud (Serie Paltex para Tecnicos Medios y Auxiliares, No. 10), 1984, Spanish, 70 pages.

Geographic Region: Latin America (Caribbean)

Potential User(s): Field Workers

Emphasis: Teaching Methodology

Review: This practical handbook for community groups and health workers facilitates the effective use of health and nutrition education materials. Based on the perspective that educational materials should be simple, low-cost and relevant to local concerns and characteristics, the handbook provides a guide to the design, use, and evaluation of teaching materials. The manual discusses four categories: visual materials, listening materials, audiovisual materials and printed matter. Examples from each category are reviewed and pointers in effective design and criteria for assessment are offered. Each example is clarified by drawings and concrete methods of use. For example, under visual materials, samples of community maps, bulletin boards and educational calendars demonstrate the appeal of attractive mediums.

A chapter on evaluating educational materials both promotes community participation in the evaluation process and offers five easily reproducible checklist forms; these forms provide criteria for assessing the materials' effectiveness. Given its concern for community input in the health care process and its provision of concrete examples, the manual highly complements field work in primary health care.

Sponsor/  
Publisher/  
Source: Pan American Health Organization (PAHO)  
525 23rd Street, N.W., Washington, D.C. 20037

Cost: \$1.00

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Category: Nutrition Communication and Training

NUTRITION EDUCATION IN THE SCHOOL



Training Manual Abstract:

Manual: Barclay, Ellen J. and Van der Vynckt, Susan: Easy to Make Teaching Aids, Nutrition Education Series #10, 1984, English, 138 pages.

Geographic Region: International

Potential User(s): Trainers, Field Workers, Teachers

Emphasis: Teaching Methodology

Review: This manual is part of a five-volume resource pack developed by Unesco from educational materials received from persons, organizations, and government ministries around the world. The manual provides a selection of teaching aids for nutrition education in a classroom setting; however, these aids might also be used in training or non-formal educational settings. The teaching aids represent what teachers and students/trainees can do and make by themselves to create a greater understanding of nutrition. Instructions encourage animated teaching and provide stimulating ways in which learners can actively explore important nutrition and health issues.

The aids range from flannel boards, posters, flash cards and flip charts to educational games, plays and demonstrations. Each teaching aid is presented with illustrations, instructions for their creation (using locally available materials) and explanations for use. Although designed for use in specific countries, these teaching aids might be easily adapted for use in other areas.

Sponsor/  
Publisher: Unesco

Source: Unesco, Division of Science, Technical and Vocational Education, 7 Rue de Fontenoy, Paris, France

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Category: Nutrition Education in the School

**Training Manual Abstract:**

**Manual:** Bramble, Doris; Michaels, Jennifer (Caribbean Food and Nutrition Institute), Food and Nutrition Education in the Primary School, 1982, English, 152 pages.

**Geographic Region:**

Caribbean

**Potential User(s):**

Health Professionals, Trainers, Field Workers, Teachers

**Emphasis:**

Technical Content, Teaching Methodology (curriculum development)

**Review:**

This manual aims at helping teachers integrate food and nutrition concepts into different subjects at the primary school level. In addition to providing learning activities and methodologies, the manual attempts to enhance the teachers' knowledge and comprehension of food and nutrition. Part I provides an outline of how to integrate nutrition lessons into subjects ranging from language arts, to science, to social studies. Allotted a section of the chapter, each subject is broken down according to specific areas of emphasis, objectives and learning activities. In addition to lab experiments, learning activities involve nutrition-oriented games, stories and projects. Six 40-minute lesson plans on "What Food Does For Our Bodies" follow the subject-specific sections. Generally, these six lessons teach students the importance of a good (mixed) diet.

Part II provides teachers with an overview of important nutritional concepts: production, preservation and preparation of food. In addition, Part II discusses food beliefs and practices, and common nutritional problems such as anemia, tooth decay, low weight, obesity, diabetes and hypertension. After reading and understanding Part II, a teacher should have acquired the necessary background to creatively initiate and integrate nutritional concepts into the classroom.

**Sponsor:**

Caribbean Food and Nutrition Institute, Pan American Health Organization (PAHO)

**Publisher:**

PAHO

**Source:**

Caribbean Food and Nutrition Institute, P.O. Box 140, Kingston 7, Jamaica

**Cost:**

Price list available from CFNI

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**Category:**

Nutrition Education in the School

Training Manual Abstract:

Manual: Caribbean Food and Nutrition Institute, Nutrition Education Handbook for Supervisors of Day Care Centers and Nursery Schools, 1980, English, 76 pages.

Geographic Region: Caribbean

Potential User(s): Teachers

Emphasis: Technical Content, Teaching Methodology

Review: This handbook is written for supervisors and teachers of day care centers, nursery schools and preschools who wish to increase children's awareness of proper nutrition. The handbook opens with basic information for the teacher on the nutritional needs of preschool children. A chart lists twelve essential nutrients and discusses both their nutritive value and their food sources. In addition, a food grouping system adapted to the traditional Caribbean meal pattern is presented. The handbook focuses on providing the teacher with lesson plans and nutrition activities. Typical learning activities include relating foods to their sources (i.e. cow-milk, butter, cheese), and demonstrating the necessity of cleanliness in food preparation. Songs, such as "Coconut Woman" and "Mango Walk" are also provided. To assist the teacher in evaluating a child's progress, the handbook provides a chart for examining students' class participation and understanding of nutritional concepts. Finally, the handbook aims to extend nutrition education beyond the classroom and into the home, by including activity sheets to give to parents. These activities provide imaginative ways of involving children in grocery shopping and menu planning, in gardening, and in meal preparation. Although recommended foods (breadfruit, cassava, paw paw) typically stem from a Caribbean diet, many of the activities could easily be adapted for use elsewhere.

Sponsor: UNICEF, Pan American Health Organization

Publisher/Source: Caribbean Food and Nutrition Institute (CFNI)  
P.O. Box 140, Kingston 7, Jamaica

Cost: (price available from CFNI)

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Category: Nutrition Education in the School

Training Manual Abstract:

Manual: Food & Agriculture Organization (FAO) of the United Nations, Food, Nutrition and Agriculture: Guidelines for Agricultural Training Curricula in Africa, (FAO Food & Nutrition Paper 22), 1982, French and English, 205 pages.

Geographic

Region: Africa

Potential

User(s): Teachers

Emphasis:

Technical Content, Teaching Methodology

Review:

Prepared for intermediate level agricultural education, this manual could be adapted for use in in-service training programmes for agricultural extension agents and rural development workers. It is designed to help teachers develop a nutrition component for use in agricultural programs.

Chapter One provides a Curriculum in Intermediate Agricultural Education and what nutrition aspects are to be introduced. Chapter Two deals with the introduction of nutrition aspects as a separate course, whereas Chapter Three deals with nutrition aspects as incorporated into the agriculture curricula. Key nutrition terms are defined. Topics include food availability, nutrient composition of different foods (protein, fats, water, minerals, carbohydrates and vitamins), the functions of each nutrient as well as food and nutritional requirements (for growth, physical activity, body size, sickness, pregnancy and lactation). Breastfeeding and the importance of colostrum are also discussion topics. Evaluation of nutritional status, food supply systems, nutrition education methodology, increasing food availability, food processing and storage, food and nutrition programs at community and national levels, and program planning, implementation and evaluation are topics included in the curricula. Chapter Three demonstrates how to cover the same topics in appropriate places in agricultural curricula. For example, the topic of poultry husbandry can be adopted to include discussion of the use of eggs in human nutrition, the nutritive value of eggs and the use of poultry meat in the human diet. The appendix has quick guides to sources of nutrients and nutrient composition of selected foods.

Sponsor/  
Publisher/  
Source:

FAO of the United Nations, Distribution and Sales Section,  
Via delle Terme di Caracalla, 00100 Rome, Italy

Cost:

\$8.50 each

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Category:

Nutrition Education in the School

Training Manual Abstract:

Manual: The Food and Agriculture Organization of the United Nations, Guidelines for Curriculum Content for Agricultural Training in Southeast Asia, Circa 1981, English, 152 pages.

Geographic Region: Southeast Asia

Potential User(s): Teachers

Emphasis: Technical Content

Review: This manual was prepared by the Food Policy and Nutrition Division of FAO to help curriculum planners introduce nutrition content into pre-service and in-service agricultural education courses. The manual helps teachers develop courses and present materials in a manner relevant to agricultural students and practitioners who will work at the village, district, and community levels. Stress is placed on increasing students' awareness of their responsibility to improve their community's nutritional status while also providing the student with the knowledge and technical skills needed to design and implement rural development projects that incorporate nutritional concepts as well as agricultural production.

The manual covers eleven major topics including the impact of agricultural systems and food availability on nutrition, nutritional requirements, evaluating nutritional status, food processing and storage methods, nutrition education methodology, and program planning, implementation and evaluation.

The Appendices provide reference tables showing the vitamin and nutrient content of representative foods from Indonesia, Malaysia, Thailand and the Philippines. As the curriculum guidelines are intended for use at various educational levels, the user must take care to review and adapt the material appropriately.

Sponsor: FAO, USAID, University of the Philippines at Los Banos

Publisher/  
Source: FAO, Via delle Terme di Caracalla, 00100 Rome, Italy

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Category: Nutrition Education in the School

Training Manual Abstract:

Manual: Harper, L.J., Deaton, B., and Driskell, J., Food Nutrition and Agriculture, 1984, English, three manuals (textbook, teacher's manual, student workbook), each approximately 200 pages.

Geographic Region: Southeast Asia

Potential User(s): Trainers, Field Workers, Teachers

Emphasis: Technical Content, Teaching Methodology, Support Materials

Review: Together, these three booklets comprise a "food, nutrition and agriculture" course for students in Southeast Asian countries; however, the materials might easily be adapted to other areas. The course is intended either for agricultural students at intermediate and advanced levels, or for in-service training of agricultural extension agents on the field level. The course aims to sensitize students to the connection between nutrition, food production and storage and to promote skills in improving food consumption through the planning and implementation of agricultural and rural development projects. In addition, students help carry out community nutritional interventions when needed. This thorough and comprehensive training packet consists of a textbook, a teacher's manual and a student workbook. Each book addresses similar main topics: agriculture, food, nutrition and health; food values, nutritional requirements and nutritional assessment; impact of agricultural systems on human nutrition; development of food and nutrition programs; and planning, implementation and evaluation of nutrition programs at the community level. The teacher's manual provides suggestions and teaching aids while the student workbook contains exercises, questions and information for continued use in the field. This course is technical in nature and requires a fairly high education level for effective use.

Sponsor/  
Publisher: FAO, USAID

Source: FAO, USAID Nutrition Programs Service, Food Policy and Nutrition Division, Via delle Terme de Caracalla, 00100 Rome, Italy

Cost: \$60/U.S.

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Category: Nutrition Education in the School

Training Manual Abstract:

Manual: Jamaica Ministry of Education, Nutrition Magician, 1986, English, 31 pages.

Geographic Region: Caribbean

Potential User(s): Teachers

Emphasis: Technical Content

Review: The Jamaica Ministry of Education, in collaboration with the International Nutrition Communication Service (INCS), has developed an innovative approach to teaching both nutrition and reading skills to primary school children. This book was developed for a pilot project that is in the process of being evaluated. A mix of stories, poems, cartoons, illustrations and activities, the book, which is to be read by the children, explains such nutritional concepts as why foods are good for children, why they should eat a variety of foods, how "junk food" can be harmful to their health, and what foods are needed at different stages of life. The exercises require the students to apply the concepts to their everyday life and diet. By following the lessons, teachers can help children improve their reading abilities, while at the same time learning better nutrition and eating habits. Although the book's subject matter is specific to foods and nutritional problems in Jamaica, the overall format of the material can be easily adapted for use elsewhere.

Sponsor: Unesco, USAID (with technical assistance from INCS)

Publisher/  
Source: Core Curriculum Unit, Ministry of Education  
Caenwood Center, Kingston 5, Jamaica

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Category: Nutrition Education in the School

Training Manual Abstract:

Manual: Unesco Nutrition Education Program, Show and Tell: A Worldwide Directory of Nutrition Teaching-Learning Resources, 1985, English (with sections in French, Spanish, Arabic), 269 pages.

Geographic Region: International

Potential User(s): Trainers, Teachers

Emphasis: Support Materials

Review: This compendium of nutrition education resource materials is the first published volume of the Unesco Resource Pack for Nutrition Teaching-Learning. It describes numerous formal and non-formal nutrition education materials gathered from around the world. The compendium sets forth a brief description of each resource and provides addresses where readers can obtain copies or further information. A major portion of the materials listed are for school-based nutrition education. Many of the school-based resources deal with curricula, textbooks, activities and games, teacher training, school meals and programming.

Other non-school materials and activities are provided for community-level workers, literacy programs, population education programs, project managers, and groups with special nutrition problems, such as pregnant women and infants. Other topics related to nutrition (food preservation, technical food-and-nutrition training, diarrhea, and child development), and additional resources (project reports and surveys, newsletters and periodicals) are also covered. This thorough and comprehensive guide can be used by nutrition educators, teachers and trainers to gather further information and resources for their programs or classes.

Sponsor: Unesco Nutrition Education Program

Publisher/  
Source: Division of Science, Technical and Vocational Education, Unesco, 7, Rue de Fontenoy, Paris, France 75700

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Category: Nutrition Education in the School

Training Manual Abstract:

Manual: Unesco, Unesco Nutrition Education Sourcebook, 1984, English, 2 Volumes, 716 pages.

Geographic Region: International

Potential User(s): Teachers

Emphasis: Technical Content, Teaching Methodology

Review: This manual explores how primary school teachers can introduce nutrition education into various subjects of the curriculum. By providing creative participatory learning techniques and materials, the manual aims at helping teachers become better facilitators of nutrition and health. The manual provides eighteen teaching topics which are divided into seven color-coded sections: Science, Language Arts, Eating-at-School, Agricultural Studies, Science and Math, Social Studies and Going Out-in-the-Community. Some of the topics include: breastfeeding, diarrhea, malnutrition and nutrition, dental care, vitamin A, cleanliness and safety. Each of the hands-on activities is imaginative and is intended to stimulate children's thoughts on their own health, hygiene and eating habits. In the Language Arts section, children work with a comic format in order to understand nutritional concepts at the same time as improving their reading skills. Other teaching approaches involve songs, role plays, games, experiments and drawing. The last section, Out-in-the-Community, provides ideas on how to extend nutrition education beyond the classroom and into the home and community. By planning community "get togethers", the children present information they have learned to their families, friends and neighbors.

Sponsor/  
Publisher/  
Source: Unesco, Division of Science & Technical Education, 7 Place de Fontenoy, 75700 Paris, France

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Category: Nutrition Education in the School

Training Manual Abstract:

Manual: United Nations Organization for Food and Agriculture, Nuestra Huerta Escolar: Manuel de Nutricion y Horticultura, 1982, Spanish, 167 pages.

Geographic Region: Latin America (Central America)

Potential User(s): Teachers

Emphasis: Technical Content, Teaching Methodology

Review: This handbook is for primary and secondary school teachers who want to introduce students to nutrition by developing a school vegetable garden. After briefing the instructor in general nutrition, the manual lays out a 5-week lesson plan. The plan outlines learning content, activities and goals. With a hands-on orientation, the text covers topics such as preparing the land, rotating crops, fertilizing, combatting insects and illness, and using work tools. Once the garden vegetables mature, teachers discuss food preparation and distribute numerous nutritious recipes.

Sponsor/  
Publisher/  
Source: FAO, via delle Terme di Caracalla, 00100 Rome, Italy

Category: Nutrition Education in the School



Nuestra Huerta Escolar: Manual de Nutricion  
y Horticultura, FAO

Training Manual Abstract:

Manual: Valiente, Sergio y. Boj, Nta. M. Teresa (INTA and U.N. Food and Agriculture Organization), Esenanza de Nutricion en Agricultura: Pautas Para Escuelas de America Latina, 1982, Spanish, 201 pages.

Geographic Region: Latin America

Potential User(s): Teachers

Emphasis: Technical Content, Teaching Methodology

Review: This publication is the Spanish adaptation of Food, Nutrition and Agriculture: Guidelines for Curriculum Content in Agricultural Training (1980). Prepared by INTA in Chile in conjunction with the U.N. Food and Agriculture Organization, it helps agriculture professors to incorporate a nutrition component into their courses. The manual provides an integrated approach to rural development by preparing students for their responsibility in improving nutritional status and community quality of life and by providing relevant technical skills and information.

Following a multidisciplinary approach, the text offers two alternative teaching formats. One is a 14-unit course, clearly outlined and described, with listed objectives, graphs, charts and photographs. Practical activities apply the classroom-learned material. For example, in the "Nutritional Value of Local Foods" unit, students work in pairs to determine whether the local foods consumed provide adequate sources of protein, fat, carbohydrates, iron and vitamin A.

The alternative teaching strategy presents five thematic modules covering the integration of nutrition and agriculture. Because these chapters follow outline form, this second section is much shorter than the other teaching section. It provides principal concepts, content, practical learning activities and a suggested time schedule.

Finally, the end section presents empirical data in seven readable charts which can be interpreted, analyzed and utilized by students.

Sponsor: Instituto de Nutricion y Tecnologia de los Alimentos (INTA), Chile, Food & Agriculture Organization (FAO)

Publisher/  
Source: Instituto de Nutricion y Technologica de los Alimentos, Mache 5540, Santiago, Chile

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Category: Nutrition Education in the School

Training Manual Abstract:

Manual: Van der Vynckt, Susan and Barclay, Ellen, The Unesco Resource Pack for Nutrition-Learning: An Introduction to Volume 1, Nutrition Education Series #8, 1984, English, 74 pages.

Geographic Region: International

Potential User(s): Teachers

Emphasis: Technical Content, Teaching Methodology

Review: This manual is the eighth volume in a resource pack being developed by Unesco from nutrition education materials received from persons, organizations, institutions and government ministries around the world. This manual presents four selected lesson plans and classroom support materials abstracted from Unesco's Source Book for Classroom Nutrition Teaching-Learning. These nutrition-oriented lessons, currently being field tested in various developing countries, are designed for integration into different primary school subjects, such as agriculture, science, math, social studies and language arts. The four sample lessons taken from the Sourcebook include one science lesson on maintaining good health through proper nutrition, two science lessons on vitamin A deficiency and one agriculture lesson on planning a school garden. While only four lessons are detailed with explicit objectives, visuals, songs, and projects, the manual provides a series of charts outlining the other lessons in the Sourcebook. These charts break down lessons according to subject area, key topics, and objectives.

Taking a generic approach, the manual stresses the preparation of teaching aids from locally available resources. The manual omits discussion of specific foods because foods vary from one region to another; however, teachers receive guidelines in how to tailor food lessons to their culture-specific needs.

Sponsor: Unesco  
Publisher:

Source: Division of Science and Technical Education, Unesco, 7, Place de Fontenoy, 75700 Paris, France

Category: Nutrition Education in the School

NUTRITION IN MATERNAL  
AND CHILD HEALTH



Buku Pegangan Kader, Usaha Perbaikan Gizi Keluarga,

UPGK, UNICEF, Indonesia (1983)

Training Manual Abstract:

Manual: Caribbean Food and Nutrition Institute, A Guide to Feeding the Weaning Age Group in the Caribbean, 1982, English, 62 pages.

Geographic Region: Caribbean

Potential User(s): Health Professionals

Emphasis: Technical Content

Review: The primary purpose of this dietary guide is to give information on the provision of nutritionally adequate meals during the weaning period. The guide is intended for nutritionists, dieticians, physicians and other health professionals who are involved in training programs or the design of public education materials.

The guide is divided into two parts. Part I, Principles of Infant Feeding, discusses nutrients' effects on physiological functions in the body. It provides the nutritional value of commonly used weaning foods, and recommends specific food mixes based on the food groups. The guidelines cover the weaning period from the early age of four months up to when children eat food from the family pot. This section is excellent in helping professionals give practical dietary advice relevant to the local situation.

Part Two presents several recipes; these include both those that can be made with ingredients from the family meal and those which require special preparation. Most recipes tend to concentrate on palatability and acceptance.

Sponsor: Pan American Health Organization (WHO)

Publisher/  
Source Caribbean Food and Nutrition Institution, Box 140, Kingston 7, Jamaica

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Ebrahim, G.J., Nutrition in Mother and Child Health, 1983, English, 201 pages.

Geographic Region: International

Potential User(s): Health Professionals

Emphasis: Technical Content

Review: A good source of practical information on promoting good nutrition and on the problems created by poor nutrition, this book is directed to practicing personnel engaged in front line health-care delivery in tropical countries. The book, emphasizing mother, infant and child care and nutrition, stresses how improved nutritional behavior can improve health. The manual demonstrates how balanced diets can be created from locally available foods. It also addresses nutrition in pregnancy, breastfeeding, weaning, malnutrition, vitamin deficiencies, nutritional anemias, and methods for involving communities in nutrition-improving programs.

The manual stresses in detail the importance of breastfeeding and of effectively using locally available foods during childhood, adulthood and pregnancy. One chapter covers breastfeeding promotion programs at the community and national levels. The weaning chapter outlines the dangers of the weaning period (infections, traditional dietary practices) and the implementation of intervention programs.

Spensor: The Catholic Fund for Overseas Development

Publisher: MacMillan Press LTD, London

Source: Catholic Fund for Overseas Development, 2 Garden Close, Stockwell Road, London SW9 9TY

Cost: L2.95

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Favin, Michael; Bradford, Bonnie; and Cebula, Deborah, Improving Maternal Health in Developing Countries, Information for Action. Issue Paper, 1984, English, 60 pages.

Geographic Region: International

Potential User(s): Health Professionals

Emphasis: Technical Content, Teaching Methodology

Review: This manual helps program planners and managers make informed decisions in planning, developing and evaluating maternal health activities. The first chapter discusses common maternal health problems: malnutrition, anemia, goiter, malaria, etc. After a general overview of each health problem, the manual suggests numerous remedial interventions such as introducing a nutrition education program, distributing vitamins, organizing garden projects and training both attendants and health personnel. Each intervention is discussed in terms of its personnel, financial and organizational requirements. No universal approach is recommended; instead, the manual discusses numerous factors that could affect the likelihood of each method's success. In addition, the manual provides specific case studies where these various methods have been implemented with varying degrees of success. With the case studies and with the discussion of advantages and disadvantages, the user can determine the approach most suited to his needs.

The appendices describe: training traditional birth attendants to improve maternal health, tools such as mothers' cards used in maternal care, descriptions of regional programs designed to improve maternal care, and recommended readings and references. The manual also uses charts, photographs and case studies to highlight key issues. By successfully integrating those other forms, the manual breaks up what could be a detailed and lengthy document. Detailed and thought-provoking, the manual is clear and easy to read.

Sponsor: UNICEF, World Federation of Public Health Associations  
Publisher: Automated Graphic Systems, White Plains, MD USA  
Source: American Public Health Association, 1015 15th Street, N.W.  
Washington, D.C. 20005

Category: Nutrition in Maternal and Child Health



Manuel pour la Formation des Hygiénistes-Secouristes,  
Ministère de la Santé, Mali

Training Manual Abstract:

Manual: Food and Nutrition Service, U.S. Department of Agriculture, Promoting Breastfeeding: A Guide for Health Professionals Working in the WIC and CSF Programs, 1984, English, 52 pages.

Geographic Region: North America (United States)

Potential User(s): Health Professionals

Emphasis: Technical Content, Teaching Methodology

Review: Sponsored by the infant formula industry, this publication was written for those health professionals working in perinatal health care with the Supplemental Food Programs for Women, Infants, and Children (WIC and CSFP). The guide provides various ideas and approaches to help health professionals promote breastfeeding among low-income women.

The guide includes background information on trends in breastfeeding, factors influencing the decision to breastfeed, benefits of breastfeeding, and nutritional requirements of breastfeeding women. Approaches to breastfeeding education intrapartum and postpartum are also presented, as are methods of evaluating breastfeeding promotion efforts (including a sample questionnaire). The manual includes some sample lesson plans, and references for health professionals on where to get information, educational materials, and equipment for breastfeeding education.

Each section is designed to be a self-contained unit, and at the same time to complement each of the other sections. Although specifically oriented towards a North American cultural and environmental context (such as in the lists of recommended foods), the manual provides basic guidelines that can be adapted elsewhere.

Sponsor: Infant Formula Council

Publisher: U.S. Department of Agriculture

Source: National Health Information Clearinghouse, P.O. Box 1133, Washington, D.C. 20013-1133.

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Gibbons, Gayle and Griffiths, Marcia, Program Activities for Improving Weaning Practices, Information for Action Issue Paper, 1984, English, 54 pages.

Geographic Region: International

Potential User(s): Trainers, Field Workers

Emphasis: Technical Content, Teaching Methodology

Review: This manual discusses incorporating weaning projects into ongoing programs. These ongoing programs might serve purposes tangential to nutrition (i.e. literacy improvement, agricultural extension, income generation) or might be specific to primary health care (growth monitoring, breast feeding, oral rehydration therapy). The manual contains two sections which deal with implementing weaning support activities and providing summaries of weaning program activities in eight different countries. Section One contains general information on weaning and various techniques to evaluate the severity of a locality's nutrition problem. It explains how to develop and implement program objectives, improve weaning foods and extend weaning concerns into the community. Each chapter provides guidelines on tailoring weaning objectives to meet a specific region's culture and resources and to meet external logistical, financial and managerial constraints. The manual stresses that promotion and education activities must be an integral part of any program activity. The program summaries illustrate a range of interventions and a combination of approaches. A source to acquire additional information follows each summary.

Sponsor: UNICEF, World Federation of Public Health

Publisher/  
Source: American Public Health Association, 1015 15th Street, N.W.  
Washington, D.C. 20005

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Gibbons, Gayle and Huffman, Sandra L., Breastfeeding Rediscovered: A Film Guide, (booklet), 1986, English, French, Spanish, 56 pages.

Geographic  
Region:

International

Potential  
User(s):

Health Professionals, Policy Makers

Emphasis:

Technical Content, Support Materials

Review:

The film "Breastfeeding Rediscovered" demonstrates the benefits of breastfeeding and the influence of hospital practices on the initiation, duration and promotion of breastfeeding. This booklet, intended as a supplement to the film, is an excellent concise tool for use in training sessions. The film provides an overview of breastfeeding, while the guide offers further information and suggests how to tailor group discussions to the specific viewing audience. Through chapter divisions, the guide covers four main topics: the advantages of breastfeeding, hospital policies and practices to promote breastfeeding, cost savings to hospitals, and hospital programs to support breastfeeding. Each chapter includes a flexible question and answer format in which questions promote discussion centered around the audience's specific needs and situation. In addition, the text provides responses to satisfy any unmet needs and to clarify misperceptions. Some of these question and answer sections discuss the importance of colostrum, immunological properties of breastmilk, contraceptive benefits of breastfeeding, economic benefits for hospitals promoting breastfeeding, methods of promotion and breastfeeding management. The resource section provides a guide to acquiring additional materials. The film and booklet are appropriate for use by health professionals, policy-makers, trainers, medical students, and hospital administrators and their staff.

Sponsor/  
Publisher:

UNICEF, Division of Communication and Information, 866  
United Nations Plaza, New York, NY 10017

Source:

All UNICEF offices

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Category:

Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Hampton, Janie, Happy Healthy Children: A Child Care Book, 1985, English, 143 pages.

Geographic Region: International

Potential User(s): Trainers, Field Workers, Teachers

Emphasis: Technical Content, Teaching Methodology

Review: This book is written and intended as a source book for school teachers, nurses, health workers, parents and any other persons responsible for the care of young children. It is also useful to those people working in adult literacy classes in Africa. Written in simple English as a second language, the book covers the basic principles of good health, including nutrition, hygiene and prevention of illness, as well as the action to take on illnesses and injuries. It includes family life education and discusses child development. The section on nutrition, for example, entitled "What Should Children Eat?", covers such subjects as the best foods for children of different ages, the three main groupings of foods and what effect they have on the body, how foods should be introduced to babies, how to make home-made baby foods, and the importance of keeping a vegetable and fruit garden for family nutrition needs.

The suggestion for activities are useful in both a home and classroom situation. Some activities are addressed directly to the children; for example, one suggested action asks them to make some porridge for the baby and add some cooking oil. Then it asks them to explain why this is good for the baby. The book is well organized, and liberally illustrated with drawings and photographs from Africa.

Sponsor: Teaching Aids at Low Cost (TALC) and Swedish International Development Authority

Publisher: MacMillan Publishers, Ltd.

Source: TALC, P.O. Box 49, St. Albans, Hertfordshire, AL1 4AX, Great Britain

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Khan, Mushtaq and Baker, Jean, Nutrition in Primary Health Care, 1981, English, 78 pages.

Geographic Region: Asia

Potential User(s): Health Professionals, Community Health Workers

Emphasis: Technical Content

Review: Although this manual is based on the Pakistan primary health care experience, it may serve as a quick reference for health workers anywhere in Asia. Intended for health workers at various levels, the technical information follows a simple, easy-to-follow format. It covers such nutritional subjects as community nutritional diagnosis, detection and documentation of child malnutrition, maternal diet, and the effects of childhood diseases on pre-schoolers' nutritional status. Factors associated with protein-energy malnutrition in Pakistan are discussed. Monitoring measures presented include methods of weighing and measuring growth. The maternal nutrition sections assist the health worker in understanding how local beliefs and practices affect the health status of mother and child. Chapter IV raises and answers important breastfeeding questions. Preparation of weaning foods from locally available foodstuffs and feeding of young children up to the age of two are also covered. The manual persistently stresses preventive health and nutrition; users will find a close link between factors such as hygiene and family planning and the overall promotion of improved nutritional status and health.

Sponsor/  
Publisher: National Nutrition Foundation

Source: National Nutrition Foundation, The Medical Center, 47 College Road, Shalimar 7/2, Islamabad Pakistan

Cost: Rs. 25/

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Krantz, Miriam E., Preventive and Promotive Nutrition, 1986, English, 17 pages.

Geographic  
Region: Asia (Nepal)

Potential  
User(s): Trainers, Teachers

Emphasis: Technical Content

Review: This short but detailed manual discusses the immediate availability of a nutritious mixed-diet in the Nepali local community. Because of local customs, beliefs and ignorance, communities do not take advantage of available foods such as wheat bran and vegetable seeds. After initially discussing the availability and nutritional value of various local foods, the manual stresses the importance of good nutrition for pregnant and lactating women. It also explains the benefits of breastfeeding and provides a feeding schedule for a baby's first two years. Guidelines for proper weaning foods and a recipe for baby porridge accompany the feeding schedule. The manual explains how illness can result from neglect, lack of hygiene and the unhealthiness of the mother herself. Specific problems resulting from poor nutrition are discussed in detail; these include eye diseases, skin diseases, marasmus and kwashiorkor. Finally, the manual discusses how diarrhea can lead to severe illnesses. A recipe for "medicine water", an oral rehydration solution to treat diarrhea, is provided. The manual concludes by restressing twelve childcare points every mother should follow.

Sponsor: United Mission to Nepal

Publisher: Nutrition Department of Health Services Office.

Source: Nutrition Department of Health Services Office, United Mission to Nepal, P.O. Box 126, Kathmandu, Nepal

Cost: mimeographed - \$.25; photocopied \$1.50

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Mitzner, Karen; Scrimshaw, Nevin; Morgan, Robert (eds), Improving the Nutritional Status of Children During the Weaning Period, 1984, English, 258 pages.

Geographic Region: International

Potential User(s): Field Workers, Program Managers, Health Professionals, Trainers

Emphasis: Technical Content

Review: This manual provides a thorough overview of the weaning period. Although professed to be a manual for "policy makers, program planners, and field workers," the information is so detailed that "field workers" would require a fairly high level of education to use the book effectively.

The manual deals with: how to recognize problems and assess the nutritional status among weaning age populations; how to collect information relevant to children's diets and feeding practices; what nutrients infants require and what food options for weaning diets fulfill these needs (including suggested compositions for multi-mix weaning foods); and finally how growth monitoring is useful. Six sections are aimed specifically at program planners. These include guidelines for setting up home- and/or village-based weaning food projects, processing, packaging and marketing weaning foods (particularly commercial weaning foods), assessing complementary feeding programs, administering program evaluations, and developing an appropriate mix of weaning food program strategies.

In addition, the manual includes useful information on ethnographic and interviewing techniques, methods for creating weaning foods, growth monitoring tools and steps involved in process evaluation. The sections regarding growth monitoring lack sufficient explanation on how the techniques can serve as effective educational tools in a coordinated weaning project. Overall, the manual is an essential guide for health professionals and program designers.

Sponsor/  
Publisher: HOVIPREP (Home- and Village-Prepared Weaning Foods) Project  
of the International Food and Nutrition Program of MIT and  
Harvard University, and The Office of International  
Cooperation and Development, USDA, with support from the  
Office of Nutrition of USAID.

Source: International Food and Nutrition Program, MIT, Room  
20A-201, 18 Vassar Street, Cambridge, MA 02139

Cost: Free of charge from the Nutrition Division, USAID

Category: Nutrition in Maternal and Child Health



Kenya: Improving Young Child Growth,

Kenya Ministry of Health

Training Manual Abstract:

Manual: National Advisory Committee for Family Life Training Centers, Kenya, A Guide For Family Life Training Facilitators, circa 1983, English, 104 pages.

Geographic Region: Africa (Kenya)

Potential User(s): Trainers, Field Workers, Program Supervisors

Emphasis: Teaching Methodology

Review: This manual was designed for the supervisors at family life training centres in various parts of Kenya. Although the manual contains some technical content, it is essentially a guide to facilitators working with mothers. The manual is divided into two parts: Part One discusses teaching methodology and Part Two discusses specific topics/issues to be covered. Part One devotes chapters to: 1) improving society, 2) approaches to teaching and learning seminars, and 3) communications. The chapters in Part Two cover nutrition, health, home agriculture, family planning, child development and appropriate home technology.

In Part Two's nutrition chapter, for example, facilitators are encouraged to pose questions to stimulate discussion among mothers about the causes of malnutrition, the existing beliefs on malnutrition, as well as how to provide a balanced diet from local foods. Suggestions help mothers create diet charts for their families, fortify weaning foods, and improve food preservation techniques. The manual stresses following a balanced diet using foods from the food groups. Breastfeeding and its role in the mother-infant relationship is mentioned. The home agriculture chapter emphasizes the growing of nutritional food for the family's needs.

Sponsor: Ministry of Housing and Social Services  
with UNICEF

Publisher: UNICEF

Source: Family Life Training Programme, Department of Social Services,  
P.O. Box 30276, Nairobi, Kenya

Cost: Free of charge

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Category: Nutrition in Maternal and Child Health

## Training Manual Abstract

Manual: National Nutrition Council, Swaziland Child Nutrition Guidelines, 1985, English, 53 pages.

Geographic Region: Africa (Swaziland)

Potential User(s): Field Workers

Emphasis: Technical Content

Review: This booklet provides general information on child nutrition for community field workers in Swaziland. After briefly discussing malnutrition in terms of its causes and harmful effects, the booklet encourages instituting good health practices. It briefly details the advantages of breastfeeding and then suggests various means of promoting breastfeeding in a community. In addition, it discusses the importance of using growth charts to detect malnutrition at an early stage, provides advice on how to feed children from available food resources, discusses why and how to feed children during the weaning period and when sick with diarrhea, and suggests practical messages health workers can give to parents when they discover (through growth monitoring) that a child's growth is faltering. The pamphlet is a useful tool for health workers and presents much information in a clear, concise manner.

Sponsor: National Nutrition Council; UNICEF/Swaziland

Publisher: National Nutrition Council

Source: The Secretary, National Nutrition Council, P.O. Box 162, Mbabane, Swaziland

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Peace Corps, Breastfeeding/Weaning, (Resource Packet P-12), (Liberia), English, 19 pages.

Geographic Region: Africa (Liberia)

Potential User(s): Trainers, Field Workers

Emphasis: Technical Content, Support Materials

Review: This compact and concise educational packet can be used by health workers dealing with infant nutrition. The packet contains a breastfeeding guide explaining the practical aspects of lactation management in the field; an illustrated story discussing the advantages of breastfeeding over bottlefeeding; and an illustrated story outlining proper weaning procedures. The breastfeeding guide provides information on breast physiology, on the causes of and remedies for lower breastmilk production, and on rules regarding proper procedures for handling engorgement, correct sucking, the let-down reflex, expressing milk, and dealing with breastfeeding problems such as flat or inverted nipples. The guide even addresses the problem of how working mothers can feed their babies correctly. Although this section mentions that a working mother may leave a bottle of formula for the baby with a caretaker, it does not provide a description of correct mixing procedures or a reminder that the formula should be mixed according to specific directions for full nutritional value.

Sponsor/  
Publisher/  
Source: Peace Corps, Information Collection and Exchange, Office of Program Development, 806 Connecticut Ave., N.W., Washington, D.C. 20526

Cost: (Limited number of reprints available)

Category: Nutrition in Maternal and Child Health

## Training Manual Abstract

Manual: Population Council with Program for Appropriate Technology in Health (PATH), A Mother's Guide to Breastfeeding, 1985, English and Spanish, 15 pages.

Geographic Region: United States

Potential User(s): Mothers

Emphasis: Technical Content

Review: This booklet provides information through illustrations accompanied by brief but precise explanations. It explains the advantages, the timing and the how-to of breastfeeding. In addition, the booklet provides the definition and importance of colostrum, explains the reasons for feeding from both breasts, and stresses that working mothers should express milk. A short illustrated section describes methods for handling breastfeeding problems. Approximately 6" x 8", the booklet is a nice size for mothers to carry with them for easy referral and use.

Sponsor: Population Council

Publisher: Program for Appropriate Technology in Health (PATH)

Source: The Population Council, International Programs, One Dag Hammarskjold Plaza, New York, NY 10017, USA

Cost: From 1,000 copies at \$1.75 each, to 10,000 copies at \$0.28 each copy.

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Reedy, Saranya K. and Gurney, Michael J., Family and Good Nutrition: A Manual of Priorities for the Eastern Mediterranean Region, Messages for Mothers, 1977, English, 46 pages.

Geographic Region: Eastern Mediterranean, Middle East

Potential User(s): Field Workers

Emphasis: Technical Content

Review: Personnel working with mothers and families in the Eastern Mediterranean can use this manual. As it simplifies basic nutritional concepts, the user might supplement the manual with its parallel text Guidelines for Frontline Workers.

The manual is divided into four sections: Nutrition Education, Health Protection, Health Supervision and Family Health. Section One, Nutrition Education, is both easy-to-read and thorough. Based on a knowledge of Mediterranean lifestyle, it discusses food selection, diet during pregnancy and lactation, feeding infants and young children and home food production. Region-specific information includes recommendations for attaining an inexpensive, nutritious and varied diet through locally available foods such as amaranth and apricots. It also adapts a pregnancy diet to the traditional Mediterranean pattern of one main meal a day. This section also discusses the difficulties encountered in breastfeeding and what the appropriate ingredients, portions and consistency of weaning foods should be.

The last three sections are less nutrition-specific, but do include information on how to feed a baby during illness, how to prevent diarrhea and how to control dehydration. Section Three explains the use of health charts to detect malnutrition and provides an infant and child care calendar; this calendar outlines when mothers should breast-feed, introduce weaning foods and weigh and immunize their children.

Sponsor: UNICEF/WHO/FAO/Unesco

Publisher/  
Source: World Health Organization (WHO) Regional Office, P.O. Box 1517, (as of 1977), Alexandria, Egypt

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Soetarto, Dra. Asmira; Dr. Lukas Hendrata; Dr. Jon E. Rohde; Dr. Satoto; Dr. Tony Sardjimin, Buker Pedoman Petugas Lapangan UPGK, 1979-80, Indonesian and English, 84 pages.

Geographic Region: Southeast Asia (Indonesia)

Potential User(s): Field Workers

Emphasis: Technical Content

Review: This manual is for field workers responsible for implementing the UPGK nutrition program at the village level in Indonesia. The program is an integrated package of activities designed to overcome nutritional problems; these activities center around regular weighing sessions of children under five years of age and nutrition intervention efforts through improved gardening. An accompanying flipchart reinforces the messages found in this manual. The manual emphasizes the importance of having field workers promote behavioral change in breastfeeding, providing oral rehydration solution, improving eating practices for pregnant and lactating women, utilizing home gardens, and improving family planning procedures. Chapter IV outlines the training for the nutrition cadres (field workers). Subjects covered include: growth monitoring and recording weights on growth charts; foods needed by children below the age of three (including breastmilk and porridge); approaches to counseling mothers on the feeding of children; foods rich in vitamin A and planting these foods in home gardens; care for diarrhea and dehydration; and advising mothers during the weighing sessions. The manual also discusses the reporting and evaluation requirements a health worker must meet. The manual (especially the one in English) provides an excellent resource for health trainers who wish to improve their workers' counseling and communication skills, and who wish to utilize growth monitoring sessions as an educational opportunity.

Sponsor: Indonesia Ministry of Health, UPGK, UNICEF

Publisher/  
Source: Ministry of Health, UPGK Program (Family Nutrition Improvement), Jakarta, Indonesia

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Category: Nutrition in Maternal and Child Health

Training Manual Abstract:

Manual: Tregoning, Sr. M.A. and Bova, G.S. Dr., (eds.), Better Child Care, 1985, English, 64 pages.

Geographic Region: Africa

Potential User(s): Health Professionals, Trainers, Field Workers

Emphasis: Technical Content

Review: This booklet has been adapted from the Better Child Care text produced by the Voluntary Health Association of India. As such, it is intended for use by any health workers, both at a professional and field level, who work in training parents in child care in the African context. It is written and presented as a "memory aid," that is, it does not provide the users with comprehensive nutritional information, but rather, reminds them of the most important messages to teach regarding maternal and child care. The health worker can also use the photographs, both black and white and color, to help mothers visualize the concepts taught. The messages are presented in sequential style, starting from nutritional needs of pregnant women, to care at birthing, breastfeeding, and stages in the weaning process (from age of 4 months to 12 months). An example shows a mother feeding her baby with a cup and spoon, and the accompanying text reads:

"When the baby is 6 months old, the mother should give her breastmilk and one or two of these foods each day:  
-mashed yam and green-leaf stew;  
-mashed red plantain with groundnut paste;  
-mashed cocoyam and palm oil with powdered dried fish or ground beans."

A recipe for fortified weaning porridge is given, as is a recipe for the oral rehydration solution. Messages are also provided concerning basic hygiene and sanitation techniques and the utility of growth monitoring. This booklet, with its small size, clearly-stated messages and visuals will serve as a very effective training resource for health workers in West Africa.

Sponsor: Diocesan Primary Health Care, Holy Family Hospital

Publisher: MacMillan Publishers

Source: Diocesan Primary Health Care Coordinator, Holy Family Hospital, P.O. Box 36, Techiman, B/A Ghana

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Category: Nutrition in Maternal and Child Health

PRIMARY HEALTH CARE



Manuel pour la Formation des Hygiénistes-Secouristes,

Ministère de la Santé, Mali (1982)

Training Manual Abstract:

Manual: APHA, Child Development: The First Year, description-slide set, 24 slides, script, and tape (not included), English.

Geographic Region: Asia

Potential User(s): Health Workers, Teachers

Emphasis: Technical content

Review: This is a set of 24 slides which chronologically illustrate child development through the first year of life focusing on children in India. Special emphasis is given to the ages of six months and twelve months as these are critical periods in a child's development. The slides are designed for auxiliary health workers, nurses, and teachers involved with primary and community health care. Accompanying the slides is an instructional script which gives tips on how to effectively use the material. It uses a question/answer format encouraging the health worker to interact with the trainer. The script includes teachers notes which give in-depth instructional tips on how to use the slides and manage audience discussion; there are explanatory illustrations as well.

Sponsor: American Public Health Association (APHA)

Publisher/  
Source: Foundation for Teaching Aids at Low Cost (TALC)  
TALC, P.O. Box 49, St. Albans, Herts. ALI 4AX, England

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Category: Primary Health Care

Training Manual Abstract:

Manual: CHP International, Combatting Childhood Communicable Diseases, Volumes I and II, 1985, English, 1256 pages.

Geographic Region: International

Potential User(s): Trainers, Field Workers

Emphasis: Technical Content, Teaching Methodology, Support Materials

Review: This extremely comprehensive manual provides Peace Corps volunteers with intensive training in primary health education, nutrition, immunization, diarrheal disease control, and malaria control. With a generic health training approach, the manual should be flexible enough for use worldwide. The manual is divided into two volumes. Volume I provides pre-service training on developing the basic communication and planning skills required in community-based work. Volume II provides specific information, skills and teaching exercises on health related issues. Modules on Nutrition, Communicable Childhood Diseases and Training of Trainers are in Volume II.

Module Five, "Nutrition," provides sessions on food and nutrition, methods for nutritional assessment, breastfeeding and weaning, and preventing malnutrition. Each session includes extensive detailed technical information for the trainer. For example, the nutritional assessment section includes articles, charts, guidelines and tables or means of detecting anemia, marasmus, kwashiorkor and xerophthalmia. Module Six discusses malaria control, diarrhea, rehydration, and the causes, symptoms and prevention of immunizable diseases. Discussions on diarrhea and dehydration comprise over one half of the module. The last module, "Training of Trainers," is for use with volunteers who will be involved in design and facilitation of training courses for community and mid-level health workers.

Sponsor: USAID

Publisher/  
Source: Peace Corps, Information Collection and Exchange, Office of Training and Program Support, 806 Connecticut Avenue, N.W. Washington, D.C. 20526

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Category: Primary Health Care

Training Manual Abstract:

Manual: Health Manpower Development Staff, The MEDEX Primary Health Care Series, Volumes 23, 24, 31, 33 and two booklets, English, 1985.

Geographic Region: International

Potential User(s): Health Professionals, Trainers and Field Workers

Emphasis: Technical Content and Teaching Methodology

Review: The MEDEX Primary Health Care Series of teaching modules, manuals and workbooks evolved from experiences in primary health care in 22 countries. This 35-volume series can be used for a total systems approach or as separate components for specific local needs. The volumes discussed below carry the majority of the nutrition-related materials.

Volume 31, Community Health, has two nutrition-related sections which discuss the health and care of mothers and nutrition. Section 2 provides a checklist of key messages on the care of infants and children and discusses briefly diet during pregnancy and weaning. It also explains how to use anthropometric measures (growth chart, arm circumference) to monitor health. Section 3, Nutrition, explains how to determine a person's nutritional status by observing physical appearance (the condition of the skin, hair, teeth, etc.) and by taking a good history.

Volume 33, Healthy Pregnancy, Feeding and Caring for Children, briefly explains the increased dietary needs of pregnant women and explains how to fulfill these needs from locally available foods. The child care section stresses the importance of breastfeeding and explains when and how to introduce weaning foods. In addition, this volume discusses the use of growth charts and arm tapes to monitor a child's growth.

Two volumes are titled Problems of Women; Diseases of Infants and Children; Child Spacing. These volumes, 23 and 24, are respectively a student text and instructor's manual. The diseases of infants and children segments discuss how to detect physical signs indicative of malnutrition, marasmus and kwashiorkor. Following diagnosis, it explains how to tailor remedial health care according to the sick child's age. These segments also discuss how to recognize diarrhea and dehydration and

explain diarrhea's relationship to poor nutrition, weaning, and bottlefeeding. The suggested responses to diarrhea explain the preparation and use of oral rehydration fluid and intravenous rehydration. The student text, far more detailed and informative than the instructor's manual, provides learning activities and objectives, technical information and a suggested time schedule. The accompanying instructor's manual assumes the user has already acquired all technical information; it provides only recommended teaching plans and answers to the review questions and exercises in the student text.

Caring for Your Child is a picture-filled booklet intended for community health workers to use with mothers. Using simple terms and short stories, the booklet aids workers in discussing the advantages and how-tos of breastfeeding. It also explains when to introduce weaning foods and what weaning foods to choose.

Because the MEDEX materials can be used separately, much information is repeated several times in several different volumes. One might want to determine the appropriate manual according to the user; the complexity of information and the technical content of the vocabulary vary significantly from volume to volume.

Sponsor: USAID

Publisher: Health Manpower Development Staff, The MEDEX Group

Source: John A. Burns School of Medicine, University of Hawaii, Honolulu, Hawaii 96822

Category: Primary Health Care



Buku Pegangan Kader, UPGK, UNICEF

Training Manual Abstract:

Manual: Liebler, C.; Levon, S.; Miles, G.; Range, M.; Richardson, L.; and Lythcott, A., Training for Development, Technical Health Training Manual, 1984, English, approximately 200 pages.

Geographic Region: International

Potential User(s): Trainers

Emphasis: Technical Content, Teaching Methodology

Review: This manual may be used to train Peace Corps volunteers assigned to health projects at the community and clinical level. It follows a generic approach so as to be easily adapted to various field situations and to specific trainee learning needs. After opening with preliminary notes for the trainer, the manual is divided into five sections: primary health care, maternal/child health, nutrition, disease control, and health education. Each of these sections, called modules, contains teaching sessions grouped according to subject matter. For example, Module III is broken into the following sessions: foods and nutrition, recognizing malnutrition, preventing malnutrition, breastfeeding, and weaning foods.

While Module III contains most of the nutrition-related material, some nutrition issues spill into Modules II and IV. Module II contains a brief list of nutritional needs during pregnancy and Module IV includes one teaching session on oral rehydration; this session covers the symptoms and consequences of diarrhea and dehydration and explains both the preparation and use of an oral rehydration solution. Module III, Nutrition, explains first how to create a mixed diet with locally available foods. After this introduction, trainees are shown how to detect malnutrition through monitoring measures such as weight for age, arm circumference and growth charts. The malnutrition prevention session stresses promoting breastfeeding and including nutritious foods as supplements to breastfeeding. Finally, the nutrition module outlines a weaning process for the child's first two years.

Sponsor/  
Publisher/  
Source: Peace Corps, Office of Training and Program Support,  
Information Collection & Exchange, 806 Connecticut  
Avenue, N.W., Washington, D.C. 20526

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Category: Primary Health Care

Training Manual Abstract:

Manual: Ministère de la Santé, Mali, Manuel Pour la Formation des Hygiénistes-Secouristes and Manuel Pour les Hygiénistes-Secouristes, 1982, French, 131 and 76 pages.

Geographic

Region: Africa (Mali)

Potential

User(s): Trainers, Field Workers

Emphasis:

Technical Content, Teaching Methodology, Support Materials

Review:

These materials consist of a training manual for those teach village health workers (hygienistes-secouristes) and a booklet for the village health workers. The materials cover a 10-day training course on four main themes: infant nutrition, treatment of diarrhea, and combatting malaria and measles. The health workers' training manual follows the participatory approach that they will use with the villagers. This participatory approach uses stories (which appear in the health workers' manual), discusses the health and nutrition issues presented in the stories, and includes visuals. The training manual includes nutritional topics such as breastfeeding, preparation of enriched weaning porridges, signs and causes of malnutrition, methods of measuring arm circumference, feeding sick children, causes of diarrhea, preparing oral rehydration solutions, recording children's health statistics and combatting malaria and measles. Extensive instructions explain how trainees can teach villagers about nutrition through using the manuals and the accompanying visuals. In addition, the manual contains discussion-stimulating questions for use among villagers, and report forms for tracking children's health. The two manuals, printed on high quality paper, are of a size easily carried by field workers.

Sponsor:

U.S. AID and Ministry of Health, Mali, in collaboration with HIID and EDC, Inc.

Publisher/  
Source:

Education Development Center, Inc. (EDC), 55 Chapel Street  
Newton, MA 02160

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Category:

Primary Health Care

Training Manual Abstract:

Manual: Ministère de la Santé, République du Mali, HIID and EDC, Inc., Manuel Pour Le Recyclage des Accoucheuses Traditionnelles and Manuel Pour les Accoucheuses Traditionnelles, 1982, French, 79, 49 pages.

Geographic Region: Africa (Mali)

Potential User(s): Trainers, Field Workers

Emphasis: Technical Content, Teaching Methodology, Support Materials

Review: These manuals were prepared as part of a training program to improve the skills and practices of traditional midwives in Mali. The trainer's manual provides technical information on such subjects as prenatal nutrition, observation during pregnancy, hygiene during birth, prevention of neo-natal tetanus, care of the newborn, and infant nutrition. Trainers are provided with sample lessons, learning objectives, role-plays and other exercises. Since many of the original midwife trainees were illiterate, this manual depends heavily on its illustrations to demonstrate certain techniques. The manual reminds mid-wives of advice they should give pregnant women in terms of health care, attending clinics, nutrition, and labor. It discusses prevention of neo-netal tetanus, care of the newborn and birth-spacing, and it provides recipes for enriched weaning porridges. The two manuals form an efficient training package. The subject material could be adapted to other Sahelian countries although the illustrations may require further pre-testing and revisions to fit cultural standards.

Sponsor: Ministere de la Sante, Republique du Mali and USAID, in collaboration with HIID and EDC, Inc.

Publisher: Education Development Center, Inc. (EDC)

Source: EDC, Inc., 55 Chapel Street, Newton, MA 02160 USA

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Category: Primary Health Care

Training Manual Abstract:

Manual: UNICEF Pakistan, Nutrition Education Training Kit for Lady Health Visitors, 1983, English and Urdu; four books, several posters and flyers, flipcharts.

Geographic Region: Asia (Pakistan)

Potential User(s): Field Workers

Emphasis: Technical Content, Teaching Methodology

Review: This low cost education kit was designed for Lady Health Visitors (LHVs, paramedics with two years' training who work on the village level) and for District Health Officers in Pakistan. The kit aims to help LHVs educate and motivate mothers on various nutrition issues including diet during pregnancy and lactation, breastfeeding, weaning, diarrhea control, growth monitoring and malnutrition. The kit materials can be divided according to user; the detailed reference materials are designed for the LHVs' professional knowledge while the teaching aids based on 24 key health practices are for mothers. The more technical information is available in English and Urdu; all teaching aids are in Urdu and Pakistani.

The LHV reference books include Nutrition and Health Care for the Young Child, Nutrition in Primary Health Care, Breastfeeding and Your Baby's Health Book. These books, published prior to the kit's assembly, provide detailed information on principles of weaning food mixes, growth monitoring through weight charts and anthropomorphic measures, oral rehydration solutions and protein-energy malnutrition. While the books discuss Pakistani food products and lifestyles, they could be adapted easily to other countries.

The teaching aids include flipcharts and posters on breastfeeding, weaning and child growth. A few copies of the aids are included to allow the LHV to disseminate information on the key health practices. English translations and the aids are provided in a separate packet.

Sponsor: UNICEF, Pakistan

Publisher: UNICEF

Source: UNICEF, Pakistan

Cost: Approximately \$20.00

Category: Primary Health Care

Manual: Werner, David and Bower, Bill, Helping Health Workers Learn, 1982, English, approximately 500 pages.

Geographic Region: International

Potential User(s): Trainers

Emphasis: Teaching Methodology

Review: Described as a book of methods, aids, and ideas for instructors at the village level, this manual is one of the most comprehensive and easily used training resources available. The manual does not outline a particular formula for a training program in primary health care; rather, Part One of the book covers adult learning/teaching approaches, Part Two gets at the more specific means for carrying out the actual training - making aids, telling stories, carrying out problem-solving exercises. The book has been field-tested.

Each training technique is explained in the context of a health or nutrition issue. For example, in the section dealing with "mothers and children", trainers are provided with an explanation of why it is important to weigh babies, how it can be done, how to use growth charts effectively. Suggestions are then given for demonstrating how to weigh, using a "baby" made from a gourd, which is filled with "breastmilk from a mother in a role-play, and then weighed on a homemade scale. Health workers then must record the "baby's" age and weight on the chart. Other nutritional subjects, including needs of pregnant women and old people, feeding during diarrhea, recognizing and handling malnutrition, checking for anemia are also covered in the book.

Trainers and other users of this book should be aware that the underlying approach to community health is a political one. The emphasis is on helping poor people help themselves and discussions, such as the relationship of nutrition and poverty (as well as the political causes of poverty), are included.

Sponsor: Several donors, including: Ella Lyman Cabot Trust, Public Welfare Foundation, Brot fuer die Welt, OXFAM England, and others.

Publisher/  
Source: The Hesperian Foundation, P.O. Box 1692, Palo Alto, California, USA 94302

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Category: Primary Health Care

GROWTH MONITORING,  
NUTRITIONAL ASSESSMENT AND SURVEILLANCE



Nutrition Handbook for Community Workers, Ministry of Health (Jamaica) and  
Caribbean Food and Nutrition Institute (1985)

Training Manual Abstract:

Manual: Cash, Richard and Vivian Beyda, Manual for Training Health Workers in the Recognition, Treatment, and Prevention of Vitamin A Deficiency: Signs and Symptoms of Nutritional Blindness, 1977, English, 43 pages plus 100 slides.

Geographic Region: Asia (Sri Lanka)

Potential User(s): Trainers, Health Professionals

Emphasis: Technical Content, Teaching Methodology

Review: This training manual was developed to prepare field staff participating in a national nutrition survey with a vitamin A deficiency assessment section. It is intended for use by a medical trainer of survey teams comprised of health workers with limited education. The manual consists of a technical text and 100 slides which define vitamin A and explain how vitamin A deficiency occurs; how to recognize the deficiency in children; what signs to look for in the eyes; how to examine children; and how to prevent and/or treat the problem. Also included are course objectives, a curriculum guide, suggestions for effective presentation of the material, and a potential training schedule.

Sponsor: Helen Keller International with funding from USAID

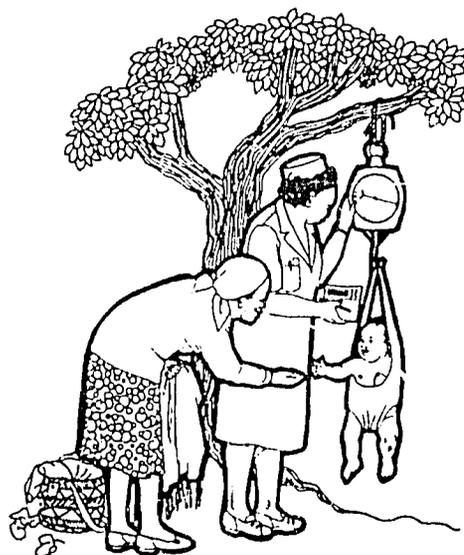
Publisher/Source: Helen Keller International Inc., 15 West 16th Street, New York, NY 10011

Cost: \$25.00 U.S.

Category: Growth Monitoring, Nutritional Assessment & Surveillance

Kenya: Improving Young Child Growth,

Kenya Ministry of Health



Training Manual Abstract:

Manual: Griffiths, Marcia, Growth Monitoring of Pre-school Children: Practical Considerations for Primary Health Care Projects, Information for Action Issue Paper, 1985, English, 80 pages.

Geographic Region: International

Potential User(s): Trainers, Field Workers

Emphasis: Technical Content, Teaching Methodology

Review: This manual provides thorough, easy-to-read information on how to institute a growth monitoring program. Easily portable, it provides an informative, detailed resource for field workers and trainers. The manual covers three general areas: selecting a growth monitoring approach suited to a specific region's needs, involving mothers in growth monitoring, and training primary health care workers. Greatest attention is focused on determining the appropriate growth monitoring approach. The first four chapters cover selection of an appropriate combination of anthropometric measures, defining growth via specific reference populations and choosing both the recording system and tools. For each decision, the monitoring technique or tool is discussed in terms of regional nutrition profiles, field workers' competency, accuracy, ease of use and financial and logistical requirements. Considering these factors, the user can weigh the advantages and disadvantages to make an educated decision on the most suitable technique. After discussing appropriate approaches, the manual stresses the importance of involving mothers in both the understanding of growth monitoring techniques and the improvement of dietary practices. Three appendices provide sources for acquiring growth monitoring tools, protocols for weighing and measuring, and educational materials for growth monitoring.

The manual, while thorough, does not require technical expertise for comprehension. Photographs, charts, diagrams, drawings and references to specific growth monitoring pioneer programs serve to break the continuity of the technical information and to make the reading more lively and accessible. Primary health care workers may find some of the illustrations helpful not only to themselves but also to mothers in the field.

Sponsor: USAID, UNICEF

Publisher: Automated Graphic Systems, White Plains, MD USA

Source: American Public Health Association, 1015 15th Street, N.W. Washington, D.C. 20005

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Category: Growth Monitoring, Nutrition Assessment and Surveillance

Training Manual Abstract:

Manual: Ministry of Health, Kenya; Improving Young Child Growth Using the Child Health Card, 1986, English, 60 pages.

Geographic Region: Africa (Kenya)

Potential User(s): Field Workers

Emphasis: Technical Content

Review: This small manual is designed for health and community workers in Kenya who wish to help parents improve the nutrition of young children. It opens with a brief definition of malnutrition and a discussion of its harmful effects. The manual then explains how health workers can use the child health card to monitor a child's growth and to detect early signs of poor growth. By using health card information, health workers can advise parents on how to avoid malnutrition and how to prevent poor growth. Nutritional advice is broken into five segments: the importance of breastfeeding, the timely introduction of weaning with energy-rich food, the regular feeding of children, the importance of cleanliness and hygiene, and the feeding of sick children. Finally, the manual includes a discussion of what foods are appropriate for young children and how to prepare these foods. Illustrations are clear, and a colorful foldout sets forth simple recommendations health workers can make to mothers regarding the feeding of children at different stages of growth.

Sponsor: Kenya Ministry of Health, and UNICEF

Publisher/  
Source: Ministry of Health, Nutrition Section, P.O. Box 30016,  
Nairobi, Kenya

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Category: Growth Monitoring, Nutritional Assessment and Surveillance

Training Manual Abstract:

Manual: Republic of Uganda Ministry of Health, How to Use the Child Health Card; A Guide for Health Workers in Uganda, 1984, English, 29 pages.

Geographic Region: Africa (Uganda)

Potential User(s): Field Workers

Emphasis: Technical Content

Review: This guide provides health workers with basic information on the use of the Uganda Child Health Card. It explains how to update a health card through recording immunizations and outpatient visits, and how to use the health card to detect early signs of malnutrition. As such, the guide takes the health worker through a step-by-step process of weighing the children and recording their weights on the growth chart. The guide also includes hints for the health worker on using and adjusting infant scales and on calculating a child's age. It explains how to compile card information to create a "Master Chart" which can monitor a community's nutritional status. Finally, the guide discusses how growth charts can encourage mothers to monitor the health of their own children. This pamphlet is a compact compilation of useful information and is of a convenient portable size (6" X 8"), but requires an advanced level of literacy.

Sponsor: Ministry of Health; UNICEF/Uganda

Publisher: Alan Health Education Printing Press, Ministry of Health, United Nations Volunteers and UNICEF

Source: UNICEF/Uganda, Entebbe

Category: Growth Monitoring, Nutritional Assessment and Surveillance

Training Manual Abstract:

Manual: Schuflan, Claudio; Ozeros, Neil; and Carter, James P.,  
Nutrition Planning Manual, 1976, English, 93 pages.

Geographic  
Region: Africa

Potential  
User(s): Program Managers

Emphasis: Technical Content, Teaching Methodology

Review: This manual outlines a three-week workshop for training nutrition planners to assess a population's nutritional status and to design programs to improve that status. Although the manual reflects a workshop held with African participants, the overall structure and goals might easily be adapted for participants from other countries. The first week's agenda stresses the assessment of nutritional status at the community level. Preschool children and pregnant and lactating women are seen as the weakest links in the nutrition chain. Focusing on these target groups, week one covers the advantages of breastfeeding, appropriate weaning foods and adequate nutrition. In addition, week one includes a section on various environmental, economic and educational factors affecting nutrition. While suggesting many topics for exploring a community's nutritional status, the manual lacks detailed information on any one individual topic.

Weeks two and three focus respectively on nutrition planning in a specific community and on educational or economic strategies for nutrition intervention. Systems analysis is recommended to involve community members in a nutrition improvement planning process.

The manual is somewhat difficult to follow as most suggestions and explanations are in outline form and include flow charts, graphs and lists. This format may require a resourceful trainer who is willing to pursue individual research to seek out further information for his/her lectures. In addition, although the manual suggests using charts, slides and demonstrations, none of these training tools are provided or identified. Both the technical information and format require use by a sophisticated and well-educated trainer.

Publisher/  
Source: Meharry College, Nashville, Tennessee, USA

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Category: Growth Monitoring, Nutrition Assessment and Surveillance

NUTRITION AND INFECTION  
AND SPECIAL DEFICIENCIES



Manuel pour la Formation des Hygiénistes-Secouristes,

Ministère de la Santé, Mali (1982)

Training Manual Abstract:

Manual: CHP International, A Training Manual on Oral Rehydration Therapy and the Control of Diarrheal Diseases. 1985, English, 566 Pages.

Geographic Region: International

Potential User(s): Trainers

Emphasis: Technical Content, Teaching Methodology

Review: This comprehensive manual is intended for the inservice training of Peace Corps volunteers and their counterparts who work in programs focusing on the control of diarrheal diseases and the use of oral rehydration therapy. The manual is a generic training model to be adapted to country specific needs and conditions. Six learning modules follow the trainers' guide. They focus on the following topics: (1) assessing trainees' knowledge, skills and experience in diarrheal disease control, oral rehydration therapy; (2) providing technical information on diarrhea's cause, control, prevention and treatment; (3) breaking the "vicious circle" of diarrhea and malnutrition through appropriate diet, growth monitoring, nutritional counseling and nutritional rehabilitation; (4) coordinating project efforts within the host country's health system; (5) working with a community to best handle cultural practices related to diarrhea; (6) utilizing formal and informal education techniques and visual aids. Each module starts with a discussion of objectives and then provides handouts and experiential activities.

Modules Two and Three cover diarrhea, dehydration and malnutrition in greater detail. Module Three discusses proper nutrition practices during and after diarrhea. It discusses the importance of continuing feeding during diarrhea and the advantages of breastfeeding and using supplemental weaning foods. In addition, it explains how monitoring growth charts can help to recognize and prevent malnutrition. Finally, the last section of the module discusses nutritional rehabilitation and provides directions for preparing multi-mix weaning porridges with local foods.

Sponsor: Office of Health, USAID

Publisher/  
Source: Peace Corps, Information Collection & Exchange, Office of Training and Development, 806 Connecticut Avenue, N.W., Washington, D.C. 20526

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Category: Nutrition and Infection and Special Deficiencies

Training Manual Abstract:

Manual: Helen Keller International, Know the Signs and Symptoms of Xerophthalmia, no date, English, French, Spanish and Bengali, 4 pages.

Geographic Region: International (Asia)

Potential User(s): Health Professionals

Emphasis: Technical Content

Review: This four-page brochure contains twelve color photographs and accompanying line drawings that present the recognizable eye lesions resulting from vitamin A deficiency. A brief text accompanies each visual. The leaflet is a handy reference for nurses, nutritionists, medical students and health workers; it might also be useful for training sessions. The text has been translated into four languages; users can also order a blank edition with an English language version in order to write their own translations in the corresponding slots.

Sponsor: Helen Keller with funding from USAID

Publisher/  
Source: Helen Keller International, Inc., 15 W. 16th Street , New York, NY 10011 U.S.A.

Cost: Single copies \$.50 U.S./  
51-100 copies \$.40 U.S.

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Category: Nutrition and Infection and Special Deficiencies

Training Manual Abstract:

Manual: Helen Keller International, Inc., Prevention of Xerophthalmia and Nutritional Blindness, 1977, English, 16 pages and 40 slides.

Geographic Region: International (Indonesia)

Potential User(s): Trainers, Field Workers

Emphasis: Technical Content

Review: This training manual is intended for use with health workers, nutritionists, and community development workers. It consists of a set of 40 slides and an accompanying narrative. The material covers subjects such as prevention of xerophthalmia through eating the right foods, recognition of xerophthalmia, relationship of vitamin A deficiency to malnutrition and other childhood diseases, stages in the development of xerophthalmia, and ocular lesions caused by vitamin A deficiency. Each section of the text begins with a goal for the trainer to achieve. The manual also provides a suggested guide for presenting the slide show, recommendations for making the presentation, and hints for reinforcing learning. The material is written in clear language, and the manual serves as a valuable, easy-to-use training resource.

Sponsor: Helen Keller International Inc. with funding from USAID

Publisher/Source: Helen Keller International, 15 W. 16th Street, New York, NY 10011

Cost: \$10.00

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Category: Nutrition and Infection and Special Deficiencies

Training Manual Abstract:

Manual: Helen Keller International, Inc., Saving a Child from Xerophthalmia: A Disease of Darkness and Xerophthalmia: Treatment and Prevention Schedule, circa 1981, English.

Geographic Region: International

Potential User(s): Health Professionals, Trainers, Field Workers

Emphasis: Technical Content, Support Materials

Review: "Saving a Child from Xerophthalmia: A Disease of Darkness" is a compact and useful folder filled with concise information about xerophthalmia. It defines xerophthalmia and discusses its causes, associated illnesses, prevention and treatment. The prevention sections provide specific recommendations regarding feeding, which include breast-feeding and weaning suggestions. In addition to the information section, the folder contains a card illustrated with foods rich in vitamin A and an eight-frame filmstrip, complete with a viewer that folds into the holder. The filmstrip (approximately 8" X 1.5") depicts abnormal eye signs associated with vitamin A deficiency. The folder serves as a handy tool for health and nutrition workers.

"Xerophthalmia: Treatment and Prevention Schedule" is a 9" X 12" poster that outlines succinctly the WHO separate recommendations for children with xerophthalmia or malnutrition, for all children, and for mothers who have recently given birth. This poster is a useful tool for training sessions and field work.

Sponsor: Helen Keller International, with funding support from USAID

Publisher/Source: Helen Keller International, 15 W. 16th Street, New York, NY 10011

Cost: Filmstrip/folder: \$3.00 U.S.  
9" X 12" Poster .25 U.S.

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Category: Nutrition and Infection and Special Deficiencies

Training Manual Abstract:

Manual: Helen Keller International, Vitamin A for Beautiful Eyes, no date, English, 21 pages.

Geographic Region: Caribbean (Haiti)

Potential User(s): Field Workers

Emphasis: Support Materials

Review: This 9" X 12" spiral bound flipchart aids health workers in teaching mothers about how vitamin A deficiency contributes to nutritional blindness. The flipchart contains five sections that deal with the development of xerophthalmia in a young child, signs of progressing xerophthalmia, the relationship of malnutrition to xerophthalmia, and steps to prevent the onset of this nutritional deficiency. Each picture contains a brief explanation or question that the health worker can read to mothers. The pictures are in black and white and may need to be adapted to fit other cultural or geographic situations as different localities have different vitamin A-rich foods available.

Sponsor: Helen Keller International Inc. with funding from USAID

Publisher/  
Source: Helen Keller International, 15 W. 16th Street, New York, NY 10011

Cost: \$2.00 U.S.

Category: 

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 Nutrition and Infection and Special Deficiencies

Training Manual Abstract:

Manual: Sommer, Alfred, for Helen Keller International, Inc., Clinical Characteristics and Management of Xerophthalmia: A Teaching Guide for Physicians, no date, English, 14 pages plus 20 slides.

Geographic Region: International

Potential User(s): Health Professionals

Emphasis: Technical Content

Review: This concise, self-contained teaching guide may be used by a trainer of physicians or medical students, or may be used directly by health professionals themselves. The teaching guide contains a presentation with accompanying slides on the clinical diagnosis and treatment of xerophthalmia. Although the main focus is on the ocular pathology associated with vitamin A deficiency, another section deals with prevention; this section stresses the necessity of encouraging mothers to give children vitamin A-rich foods.

Sponsor: Helen Keller International with funding from USAID

Publisher/Source: Helen Keller International Inc., 15 West 16th Street, New York, NY 10011

Cost: \$5.00

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Category: Nutrition and Infection and Special Deficiencies



Buku Pegangan Kader, UPGK, UNICEF

Training Manual Abstract:

Manual: UNICEF & IBFAN (International Baby Food Action Network) Africa, Feeding Low Birth Weight Babies, 1986, English, 8 pages.

Geographic Region: Africa (Kenya)

Potential User(s): Trainers

Emphasis: Teaching Methodology

Review: This pamphlet accompanies a 29-minute videotape for training health workers. The video covers the admission of the low birthweight baby and the mother to a special care nursery, the feeding of the low birthweight baby and the proper follow-up health care. The video discusses care of the baby, support for the mother, when and how to breastfeed, and the use of cups instead of bottles for expressed milk. Various pointers are exemplified through showing their effective use in two Nairobi hospitals.

The pamphlet assists trainers in organizing discussions before and after viewing the video. The discussion material to precede the viewing includes a conversion chart of metric weights and a list of vocabulary words the audience needs to understand for full appreciation of the video (i.e. colostrum, milk sinuses, contraindicators). The discussion afterwards is mainly designed to clarify and review the videotape's presentation and to consider possible improvements in practical management. Questions and possible responses are provided for the use of trainers.

Sponsor: IBFAN Africa

Publisher: UNICEF and IBFAN

Source: IBFAN Africa, Box 34308, Nairobi, Kenya

Cost: Free on loan from UNICEF to developing countries

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Category: Nutrition and Infection and Special Deficiencies

NUTRITION APPROPRIATE TECHNOLOGY



Kenya: Improving Young Child Growth, Using the Child Health Card,  
Ministry of Health, Kenya (1986)

Training Manual Abstract:

Manual: Nikahetiya, S.B.R. (ed.), Gardening for Health: A Manual for Home Gardeners, 1983, English, 50 pages.

Geographic Region: Southeast Asia (South Pacific, Fiji)

Potential User(s): Field Workers

Emphasis: Technical Content

Review: This booklet is intended as a simple guide to home gardening and the nutritious use of the garden produce in family meals. The methods described are applicable mainly to the small home garden, rather than commercial gardens. The booklet's introduction sets the nutritional tone, explaining why foods are necessary to good health, growth, and development. The home garden is presented as a way to help provide the family with a balanced diet that will include vegetables and fruit. The subsequent sections provide instructions regarding tools, chemicals and fertilizers; methods of improving soil, composting, rotation of crops, and fencing. The following chapters address different food crops, including legumes, leafy vegetables, roots and tubers, gourds, other vegetables and fruits. For each plant, information is given regarding: planting, aftercare and harvesting as well as how best to prepare them for eating. This handy, small document very efficiently combines simple principles of gardening and nutrition, and may be used by both agriculture and community health workers.

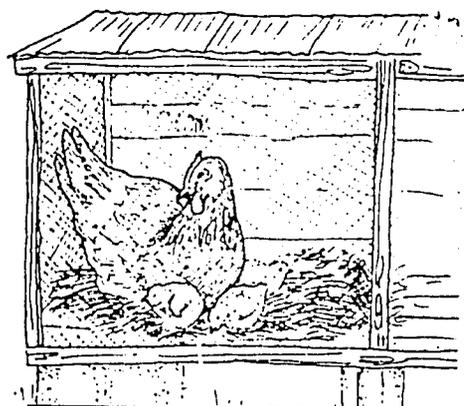
Sponsor/ Ministry of Agriculture and Fisheries, National Food and Nutrition Committee , Suva, Fiji

Publisher/  
Source:

Category: Nutrition Appropriate Technology

Nutrition Handbook for Community Workers,

CFNI



Training Manual Abstract:

Manual: Sommers, Paul, Nutrition Improvement through Mixed Gardening in the Humid Tropics - A Trainers Manual, 1984, English, 142 pages.

Geographic Region: International

Potential User(s): Trainers

Emphasis: Technical Content, Teaching Methodology, Support Materials

Review: This manual is for trainers who wish to introduce nutrition-oriented food production to community level field workers. The manual explains how mixed gardening and the use of locally available, low-cost materials can help to improve a community's nutritional status. The manual is divided into two sections. Section One, Curriculum, outlines twenty-three training sessions; the introductory training sessions provide an overview of mixed gardening and basic nutrition. The curriculum progresses into more detailed sessions focusing on specific topics such as constructing a trellis, pest management and weed management. However, this section lacks certain technical information. For example, although the manual suggests gearing group discussions around the causes and cures of nutritional diseases and around the special dietary needs of pregnant and lactating women, the session guidelines list neither nutritional diseases nor special dietary needs.

Section Two provides technical information ranging from nutritional needs assessment to pest management. Most of the technical information focuses on basic crop management, although some nutrition-related material is presented. Included are a nutritive breakdown of locally available foods and a set of guidelines for determining an individual household's nutritional needs.

Sponsor: USAID and U.S. Peace Corps

Publisher/  
Source: League for International Food Education, 915 15th St. NW, Washington, DC 20005

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Category: Nutrition Appropriate Technology

Training Manual Abstract:

Manual: Zweig, Peter; Gardiner, Tom; and Sommer, Charlotte; Improved Food Drying and Storage Training Manual (Training Manual # T-20), 1984, English, 276 pages.

Geographic Region: International

Potential User(s): Trainers

Emphasis: Teaching Methodology

Review: This manual outlines a training program for developing skills in all the technical stages of food drying and storage; these stages include the design, construction, operation, maintenance, evaluation and modification of prototype devices for improved food storage. The solar dryer designs selected are appropriate for use with grains, legumes, fish, fruits, and vegetables in rural areas. For every topic, the manual presents a time schedule and a step-by-step procedure for the storage techniques.

Throughout, the program focuses on the principles and techniques of non-formal education and participative adult learning. The manual contains a trainer's guide (for implementing the program in one or two weeks), training lessons, and handouts. For the most successful use of this manual, trainers should be familiar with the principles of participatory adult education.

Sponsor/  
Publisher: Peace Corps

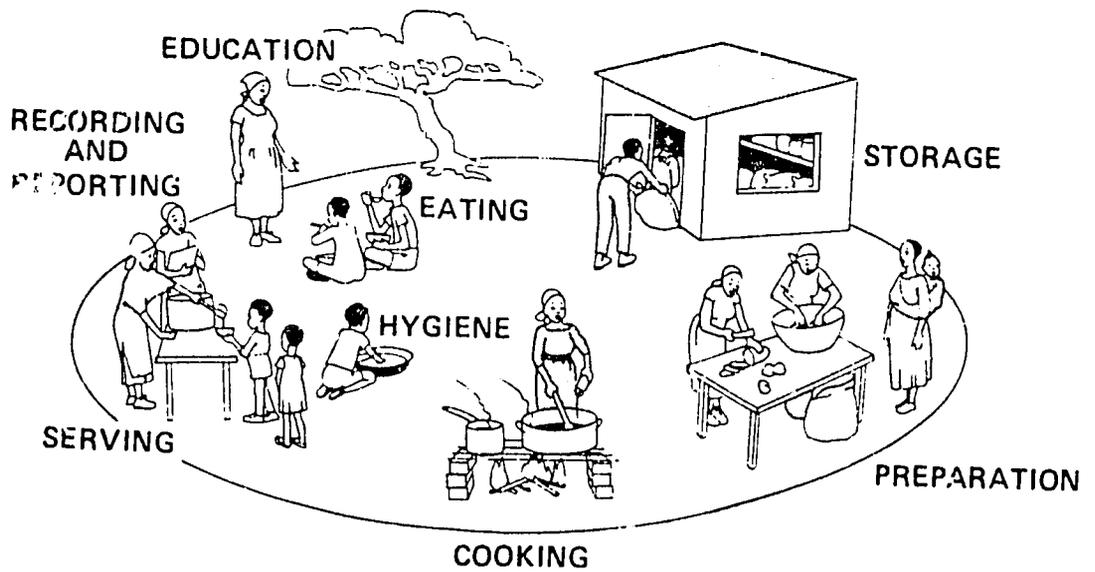
Source: Peace Corps, Information Collection & Exchange, Office of Training and Program Support, 806 Connecticut Avenue, N.W., Washington, D.C. 20526

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Category: Nutrition Appropriate Technology

PROGRAM MANAGEMENT

**ON-THE-SPOT**



Management of Group Feeding Programmes, FAO (1982)

Training Manual Abstract:

Manual: Caribbean Food & Nutrition Institute, Policy and Procedure Manual for Hospital Dietetic Services in the Caribbean, 1980, English, 71 pages.

Geographic Region: Caribbean

Potential User(s): Health Professionals, Policy Makers

Emphasis: Technical Content

Review: This manual guides individual institutions in organizing efficient dietetic services. The manual stresses using efficient organizational and management procedures in order to achieve specific goals of the dietary/food service department. The manual provides an organizational framework which a dietary department can use to coordinate smoothly roles and responsibilities among personnel. Each post is discussed in terms of job descriptions, specifications and qualifications. There are numerous helpful charts and lists: a sample roster for a 5-day work week, recommended serving portions, order sheets and food costing sheets. Designed for use in the Caribbean region, by small and large hospitals, the policies and procedures outlined may be appropriate elsewhere. However, in some instances, users may need to modify the guidelines to meet local Civil Service regulations.

Sponsor: CFNI, Pan American Health Organization

Publisher/  
Source: Caribbean Food & Nutrition Institute (CFNI), P.O. Box 140, Kingston 7, Jamaica

Cost: (price available from CFNI)

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Category: Program Management

Training Manual Abstract:

Manual: Commonwealth Secretariat, UNICEF, Action Guide on Implementing the International Code of Marketing of Breastmilk Substitutes, 1984, English, 107 pages.

Geographic Region: International

Potential User(s): Health Professionals, Policy Makers

Emphasis: Technical Content

Review: In 1981, the World Health Assembly adopted an International Code of Marketing of Breastmilk Substitutes. This manual was developed by participants at the WHO/CONSEC/UNICEF Workshop on Implementation of the International Code of Marketing of Breastmilk Substitutes held in 1983. It is intended for guiding policy makers, health professionals and government officials interested in implementing the code in their countries. The guide focuses on several key issues including specific measures to ensure proper code implementation; precise legal instruments and actions suited to implementation; effective and enforceable code actions; dealing with code infractions; and inappropriate practices in the promotion and distribution of breastmilk substitutes.

The Guide is a concise booklet that can be used in workshops and small groups aimed at developing implementation programs. It covers such subjects as model legislation, legal support systems, enforcement, stop-gap measures, status of women, maternity protection, and the economic costs of breastfeeding. Each section includes a list of discussion questions for workshop participants.

Sponsor/  
Publisher: UNICEF, WHO (Geneva)

Source: UNICEF, 866 United Nations Plaza, New York, NY 10017 USA

Category: Program Management

Training Manual Abstract:

Manual: Food and Agriculture Organization of the United Nations, Guidelines for Training Organizers of Group Feeding Programmes for Use in Africa, 1984, English (Portuguese and French being tested), 308 pages.

Geographic Region: Africa

Potential User(s): Trainers

Emphasis: Technical Content, Teaching Methodology

Review: Although primarily oriented toward mothers and school teachers, many units of this manual might be relevant to health workers, home economists and other field workers. Designed as a looseleaf notebook, the manual is divided into three sections: notes on organizing training courses, individual teaching units and a series of technical annexes. The notes for the planning of training programs discuss the practical needs of funding, resources, timetable, location, etc. Organizers should examine the problems and needs of existing Group Feeding Programs (GFPs) in order to determine the most appropriate training approach.

The twenty-five teaching units cover a broad range of issues such as using donated foods, giving nutritional advice and food demonstrations, storing food, and linking GFPs for mothers and small children to other community activities. Each unit is categorized according to whether the organizer/trainer is a mother or school teacher and whether the GFPs are on-site or at home. Actual teaching materials include discussion ideas, handouts, quizzes and illustrations. Most units stress active learning such as role playing, demonstrations and games.

The last section, the technical annexes, supplement the training units. They detail concerns such as recommended daily intake of nutrients, using weight charts to check nutritional status and cooking with donated foods.

Sponsor/  
Publisher: Food and Agriculture Organization of the United Nations

Source: Distribution and Sales Section, FAO of the United Nations, 00100 Rome, Italy

Cost: \$20; \$15 for developing countries

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Category: Program Management

Training Manual Abstract:

Manual: Food and Agriculture Organization of the United Nations, Management of Group Feeding Programmes, (Food and Nutrition Paper Number 23), 1982, English (Also available in French), 154 pages.

Geographic Region: International

Potential User(s): Program Managers

Emphasis: Technical Content

Review: This manual was designed to provide guidelines for staff whose responsibilities include the supervision and management of group feeding programs. The first section of the manual describes the various types of group feeding programs, provides some technical information on food and nutrients, and reviews nutritional status assessment. Program managers can use the next section for assessing an existing situation, for gathering information, and for planning, implementing and evaluating a program. The planning section discusses defining objectives, selecting participants, estimating food requirements, determining program activities, identifying resources, preparing a budget and identifying progress indicators. Administrative structures and procedures, recipe and menu development, recording and reporting are covered in the implementation section.

Numerous technical appendices supplement the manual. These appendices include information on the nutrient content of selected foods, recommended daily allowances, guidelines for the establishment of rations, job descriptions for personnel, teaching methods, taking and interpreting body measurements, monitoring growth charts, changes in nutrient content of foods during storage and preparation, food hygiene, and use of local utensils to measure foods.

Sponsor/  
Publisher: FAO

Source: Food and Agriculture Organization, via delle Terme di Caracalla, 00100 Rome, Italy

Cost: \$20 (developed countries); \$15 developing countries

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Category: Program Management

Training Manual Abstract:

Manual: Instituto de Nutricion y Tecnologica de los Alimentos (INTA), Programa de Planificacion en Terreno: Alimentation y Nutricion Libro del Alumno para Personal Agricola, 1981, Spanish, 78 pages.

Geographic Region: Latin America

Potential User(s): Field Workers

Emphasis: Technical Content

Review: This student workbook is part of the educational package designed by the United Nations Food and Agriculture Organization and adapted and translated in Chile by INTA. (For additional information on the package, please see the abstract of the teachers' guidebook Programa de Planificacion en Terreno: Alimentacion y Nutricia Libro del Curso.) While containing some technical content, most of the workbook consists of practical exercises applying recently acquired knowledge to concrete activities. The workbook aims at upgrading skills in program planning, implementation, evaluation, data gathering and communication. Designed to be written in by students, the workbook contains charts, tables, calendars, role playing activities and questions.

Sponsor: INTA, U.N. Food & Agriculture Organization

Publisher/Source: Instituto de Nutricion y Tecnologica de los Alimentos (INTA), Macul 5540, Santiago, Chile

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Category: Program Management

Training Manual Abstract:

Manual: Instituto de Nutricion y Tecnologica de los Alimentos (INTA), Programa de Planificacion en Terreno: Alimentacion y Nutricion Libro del Curso, 1981, Spanish, 141 pages.

Geographic Region: Latin America

Potential User(s): Teachers

Emphasis: Technical Content, Teaching Methodology

Review: This teachers' guidebook belongs to a package of nutritional education materials intended for an intensive week-long course for field workers in rural areas. In addition to the teachers' guide, the package includes a student text (see separate abstract), role playing cards, a cassette explaining data collection techniques, fourteen transparencies and four posters.

The teachers' guide provides seventeen units to be covered over a five-day intensive program. These units help nutrition workers develop the tools to diagnose a community's nutritional status and needs, formulate program objectives, collect data, maintain records and carry out program planning and evaluation. The units follow a format of texts, graphs, charts, cartoons and exercises.

Pre- and post-course questionnaires identify students' background, nutrition experience, field work strengths and weaknesses, course expectations and overall course evaluation. Acquiring familiarity with the students' background allows the instructor to modify the course to students' needs and abilities.

Sponsor: Instituto de Nutricion y Tecnologica de los Alimentos (INTA), and Food and Agriculture Organization (FAO)

Source: Instituto de Nutricion y Tecnologica de los Alimentos, Mache 5540, Santiago, Chile

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Category: Program Management

Training Manual Abstract:

Manual: Israel, Ronald; Foote, Dennis; Tognetti, Janet, Operational Guidelines for Social Marketing Projects in Nutrition and Public Health, 1987, English, approximately 100 pages.

Geographic Region: International

Potential User(s): Program Managers, Trainers

Emphasis: Teaching Methodology; Technical Content

Review: This manual is a one-of-a-kind document, that serves as an operational handbook for program managers, decision-makers and trainers. In essence, it is a clear, "how-to-do-it", step-by-step guideline for designing, implementing, and evaluating social marketing campaigns and programs, particularly those related to resolving public health/nutrition problems. These guidelines are divided into seven units, which address: how to assess the situation and develop a workplan; planning research and data collection techniques; setting behavior change objectives; setting the communications strategy; product and services marketing; management of projects; and finally, formative and summative evaluation.

Each section provides an overview of the unit, illustrations, tables and/or models of processes to clarify points for the user; at the end of each unit questions for study and discussion are set forth which encourage the users to practice the skills learned, or to apply the knowledge gained. Examples include designing a radio script to teach oral rehydration, or asking students to determine priority behavioral issues to be addressed from a study of epidemiological data. The unit on research includes descriptions of different marketing research techniques, and a handy chart for program managers which rates each technique as per cost, skills level needed to implement, time required, etc. The strategy section helps planners work through targeting of messages and products, developing messages in a variety of styles and formats, designing educational materials and selecting media. As most publications on social marketing deal mainly with its theory, trainers and program officials will find the guide an extremely useful and well-organized way of putting the theory into effect.

Sponsor: Unesco

Publisher/  
Source: Education Development Center, 55 Chapel Street, Newton,  
Massachusetts 02160

Cost: Unknown at time of publication

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Category: Program Management

Training Manual Abstract:

Manual: National Nutrition Council, Field Program Management: Food and Nutrition, 1981, English.

Geographic Region: South Asia (Philippines)

Potential User(s): Program Managers

Emphasis: Technical Content, Teaching Methodology

Review: This resource is the Philippine adaptation of the FAO Field Program Management Package. It presents relevant concepts and approaches to field program management. As such, it provides information to nutrition program supervisors and to trainees of workers involved in food and nutrition work at the field level.

This one-week training course aims to improve field workers' ability to plan, implement and evaluate their own nutrition programs at the community level. Because the trainers themselves may have limited teaching experience, the training pack is as self-contained as possible. The package consists of posters, field notebooks (which summarize course content), nutrition information cards, role play exercises, a course book, and a course leader's guide. The course units cover principles involved in planning and implementing nutrition education programs, ways to manage resources and evaluate the program, necessary communication skills, and practice sessions for utilizing the knowledge and skills imparted in the training. Although the course leader's guide includes technical nutrition information, the pack focuses on operational factors, such as socio-cultural and environmental factors affecting nutritional projects. The pack is well-organized and all materials are enclosed in plastic to protect them from the environment. With its clarity and practicality, the pack provides a useful tool to those who are training field workers in planning, organization, and communication.

Sponsor/  
Publisher: National Nutrition Council, Philippines

Source: National Nutrition Council, Metro Manila, Philippines

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Category: Program Management

APPENDIX

## APPENDIX : PROGRAM CATEGORY DEFINITIONS

Categories for the manuals were chosen to reflect the content of the eight program areas in this catalogue. There is some content overlap between various categories. For example, clinical identification of Vitamin A deficiency will receive detailed attention in manuals dealing with "Nutrition and Infection and Special Deficiencies," versus a broad overview when dealt with in texts whose subject matter is "General Nutrition."

### General Nutrition

Manuals that provide an overview of nutrition, stressing:

- o Basic nutrition concepts, e.g. proteins, calories, carbohydrates, etc.
- o Epidemiology of malnutrition
- o Nutrition and infection interaction
- o Nutrition rehabilitation
- o Applied nutrition
- o Nutritional assessment

### Primary Health Care

(Manuals that have nutrition-related tasks for the primary health care worker)

- o Maternal care, especially during pregnancy and lactation; food supplementation, fortification, etc.  
Primary health care for mothers during the child-bearing period, including antepartum and postpartum
- o Child health and nutrition: the primary health and nutrition needs of children
- o Communicable diseases as they interact with nutrition status
- o Parasitic infestations such as malaria, Guinea worm, schistosomiasis, etc.

### Nutrition in Maternal and Child Health

(Manuals which emphasize requirements and techniques for feeding pregnant and lactating mothers and infants 0-5 years of age)

- o Breastfeeding and human milk: physiology, properties and benefits
- o Weaning: factors involved

- o Feeding the sick child: need to maintain fluid and nutrient intake in children with diarrhea, vomiting, fever, etc.
- o Food preparation for young children: use of multi-mixes, improvement of the local diet
- o Assessment of the nutrition status of young children
- o Nutrient requirements of pregnant and lactating women
- o Food taboos and fads as they affect the nutrition of mothers and children
- o Recommended foods and recipes for mothers
- o Food fortification and supplementation programs

#### Growth Monitoring, Nutrition Assessment and Surveillance

- o Clinical assessment of nutritional status and deficiencies
- o Anthropometric assessment of nutrition status, including the use of various equipment
- o Biochemical measurements
- o Dietary measurements
- o Growth monitoring approaches and tools
- o Use of "Growth Chart": monitoring the growth and health of children in the community; educational activities to undertake
- o Interpretation of survey data and referral criteria

#### Nutrition Communication and Training

(Manuals describing techniques and methodologies for teaching nutrition, particularly in a community setting)

- o Qualitative research methods
- o Message design and materials development
- o Planning mass media campaigns
- o Training methods
- o Training and curriculum development
- o Needs assessment

- o Non-formal education and participation techniques

#### Nutrition Education in the School

(Manuals providing information on curricula, teaching methods, and educational aids.)

- o Health professional training
- o Integration of agricultural and nutrition curricula
- o Teaching aids for primary school teachers
- o School curriculum design
- o Teacher training

#### Nutrition Appropriate Technology

(Manuals that describe the design and applications of village and household technologies that can be used to improve food quality and availability)

- o Home and community gardens
- o Household storage and preservation
- o Village-level and household food processing
- o Nutrition sanitation

#### Nutrition and Infection and Special Deficiencies

(Manuals that teach how to treat severely malnourished children and ways of treating and preventing specific nutrition-related diseases)

- o Epidemiology of malnutrition
- o Diagnosis of malnutrition, especially PEM and other relevant nutrition deficiencies in the community
- o Dietary management of the malnourished
- o Nutrition education of the mother
- o Follow-up of the rehabilitated child and mother
- o Community-based nutrition, intervention programs, e.g. nutrition education, nutrition surveillance, food supplementation
- o Vitamin A deficiency and xerophthalmia

- o Diarrhea and rehydration
- o Problems such as goiter, rickets, and other deficiencies

#### Program Management

(Manuals to guide the nutrition program manager in basic techniques of project planning, implementation, and evaluation)

- o Project planning
- o Community organization
- o Managerial skills, e.g. budgeting, accounting, supervision, organization of resources
- o Monitoring and evaluation
- o Information systems