Using the Social and Emotional (SEL) Workbook Creator

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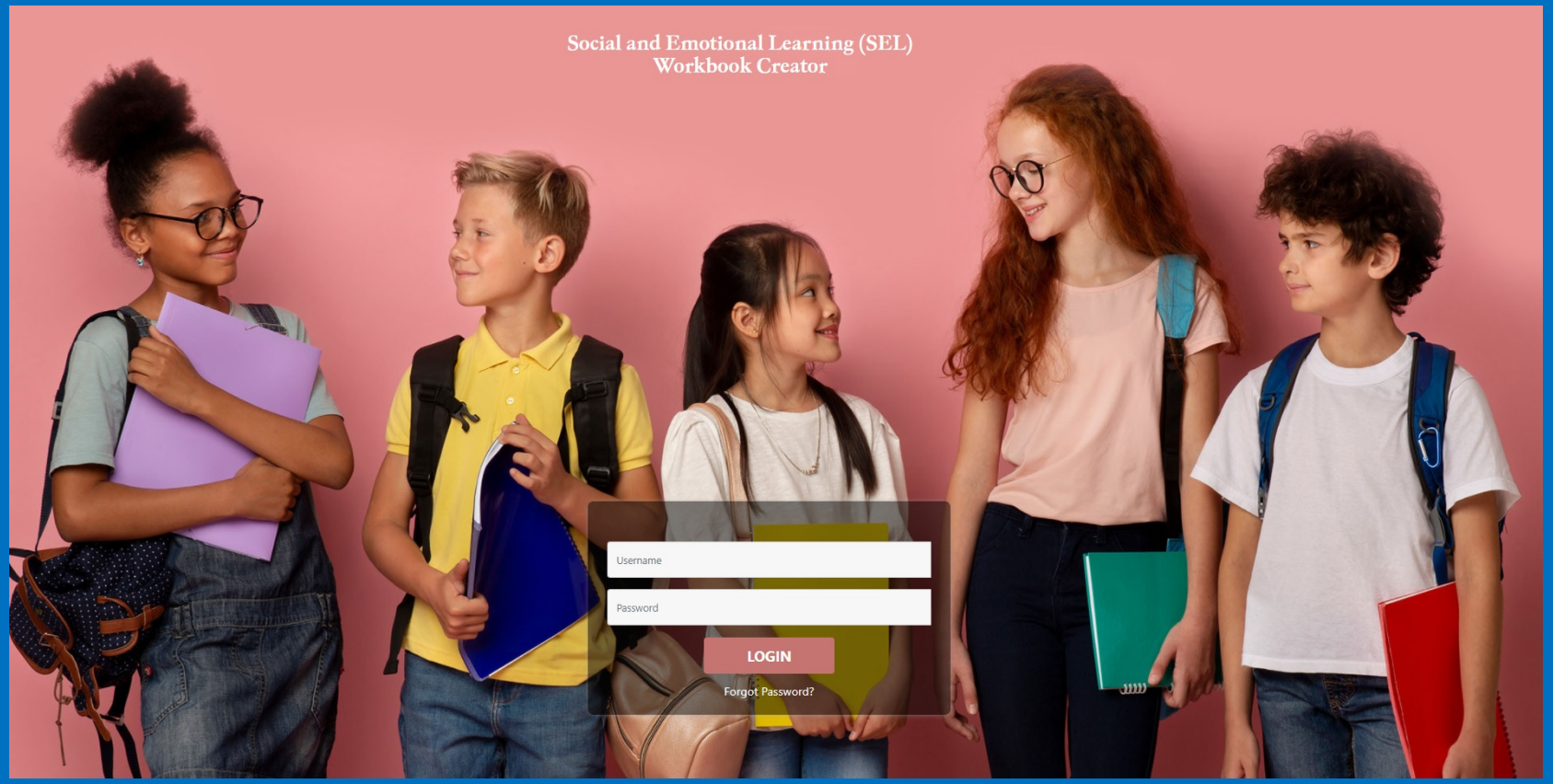
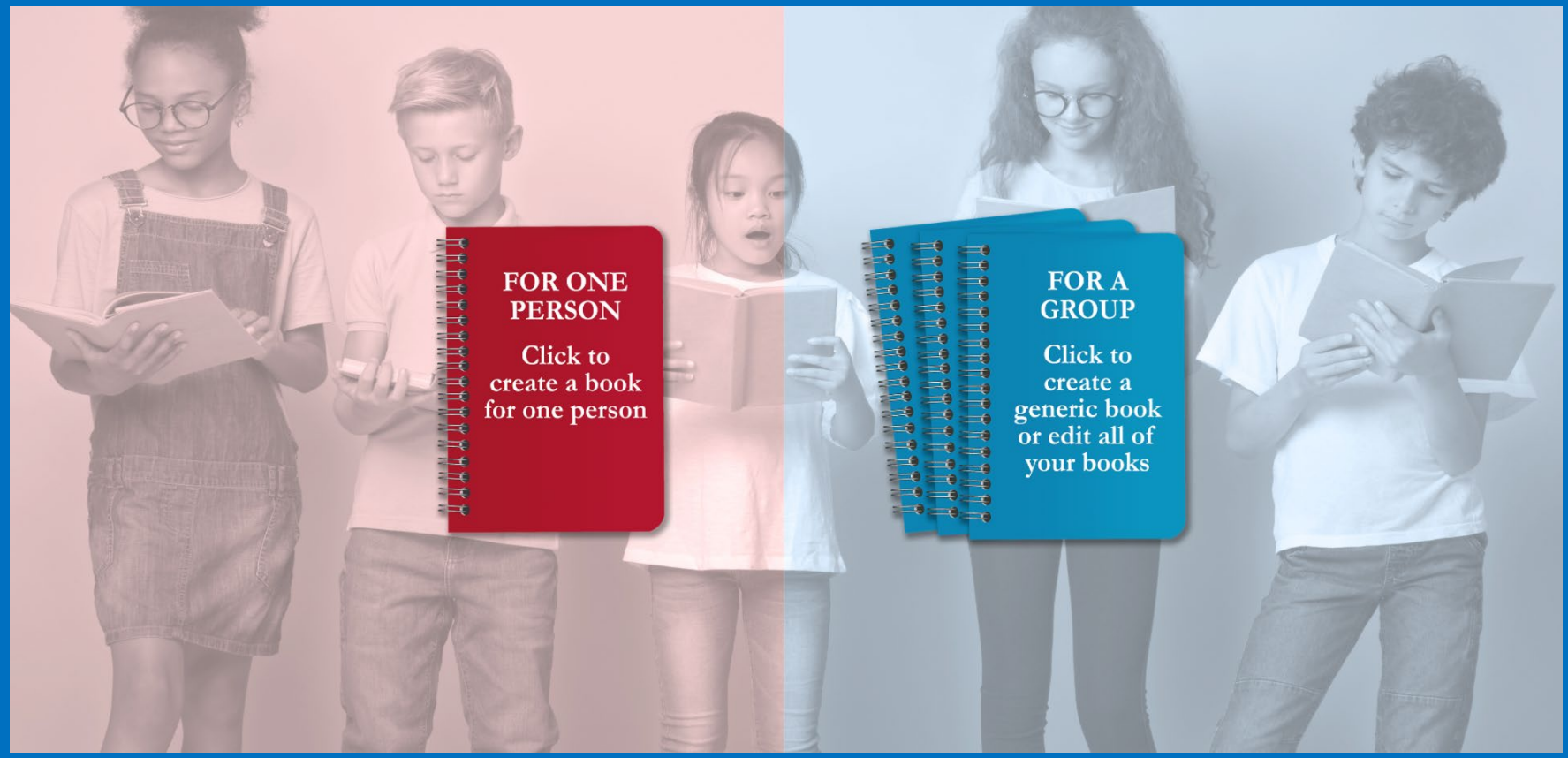
Log in to your account.



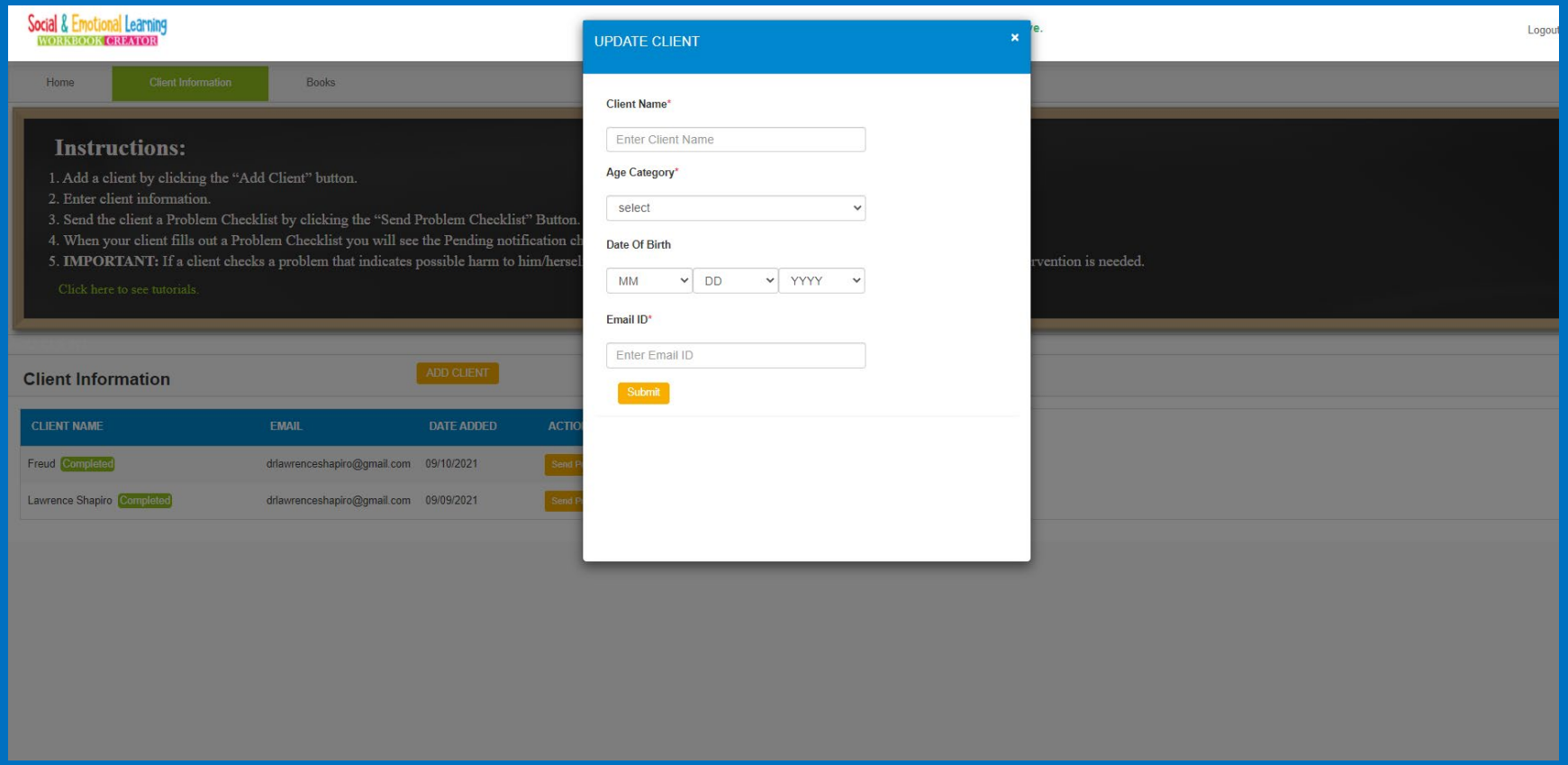
Choose whether you wish to create a book for an individual or for a group.



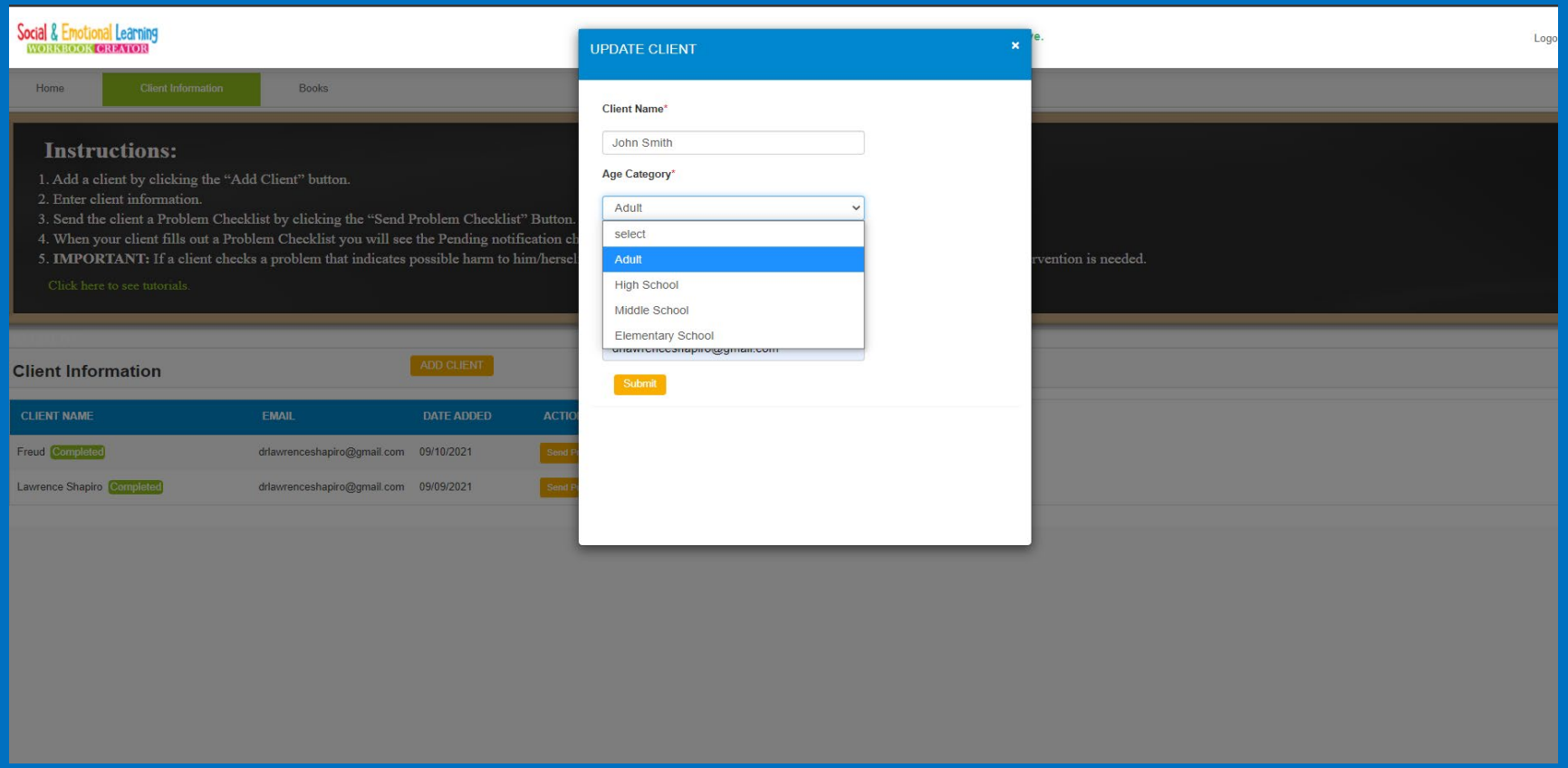
You can create a workbook for an individual based on his/her specific problems and concerns.

You can create a workbook for a group, such as a classroom, a school, an agency, a private practice and so on.

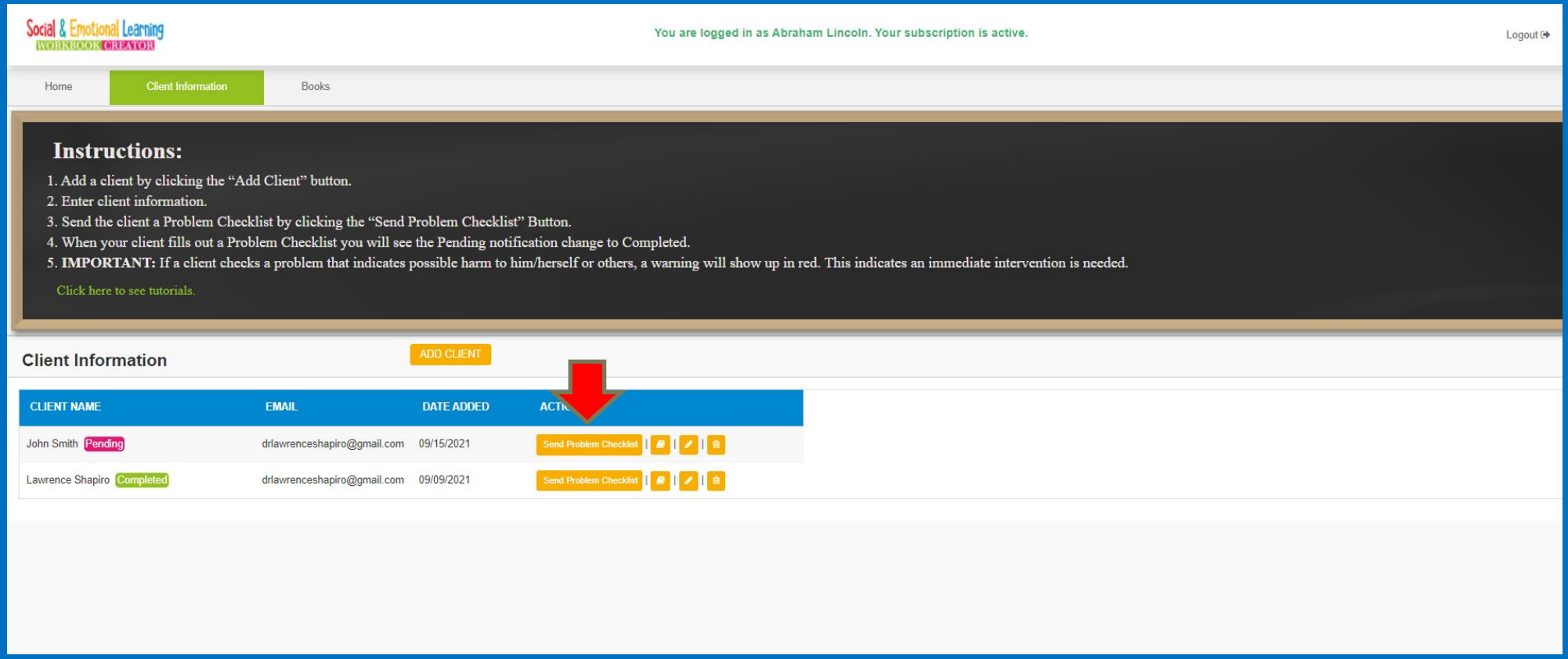
When you create a workbook for an individual, you begin by adding the basic client information.



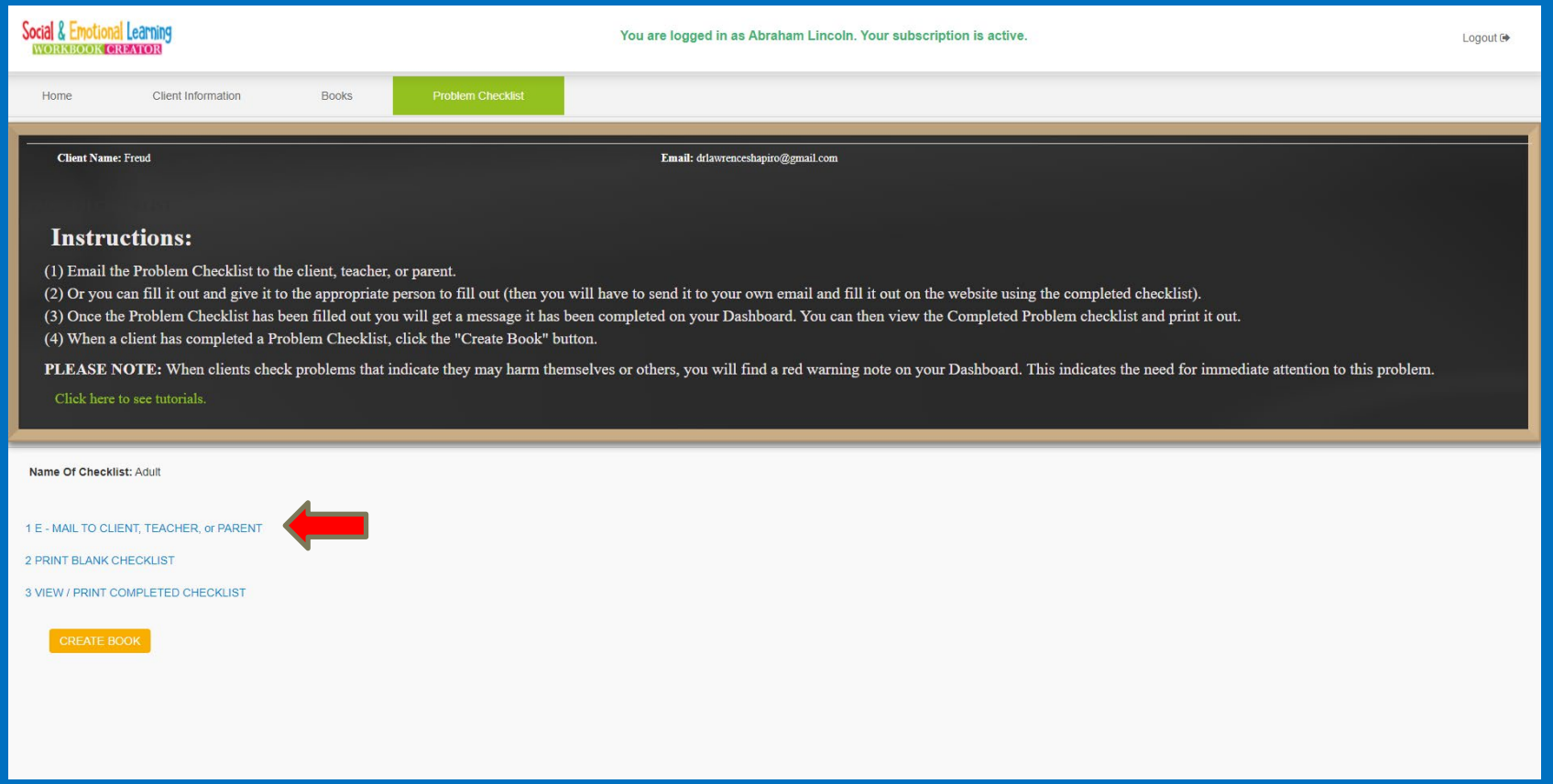
Select the category appropriate to each age group: Adult, High School, Middle School, or Elementary School.



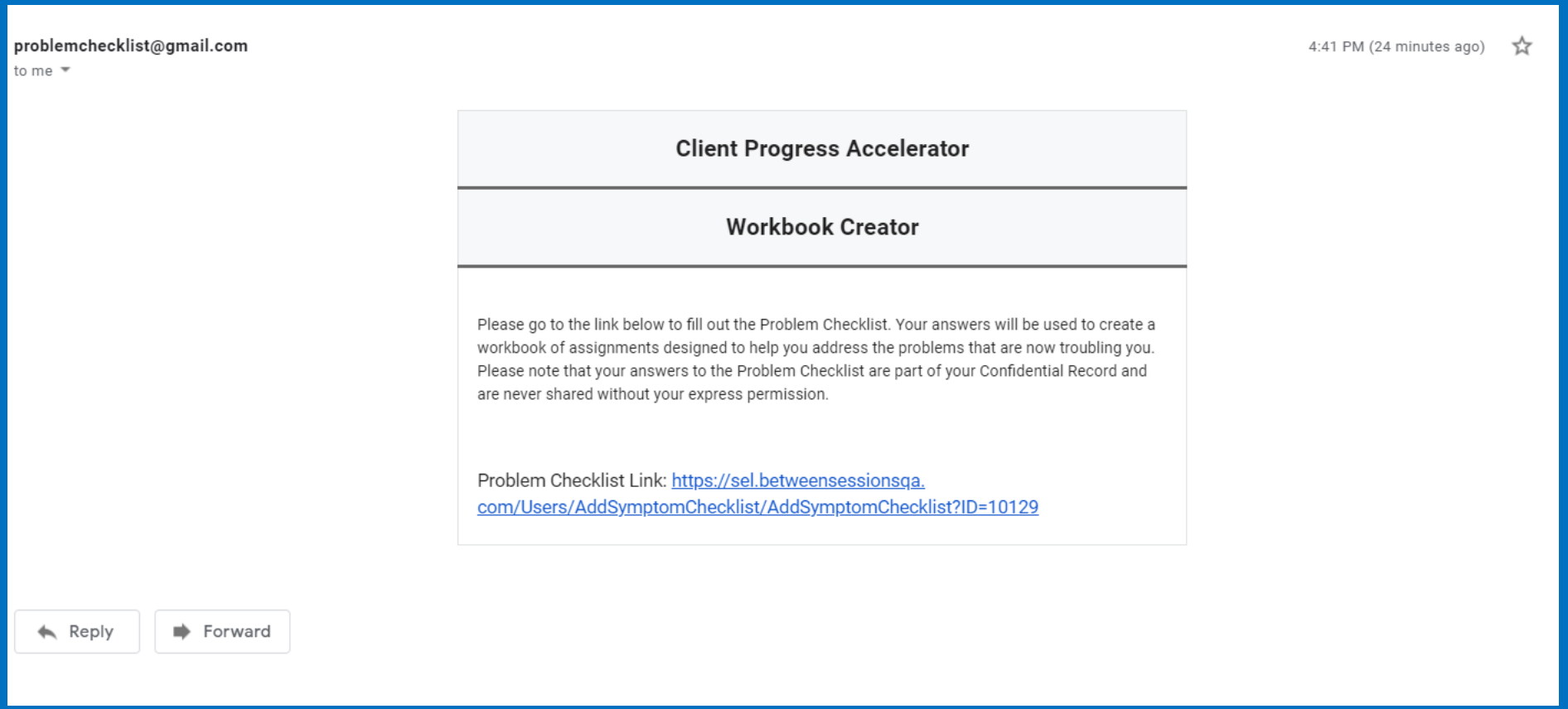
Your clients will show up on a list. Click to button to send a client a Problem Checklist.



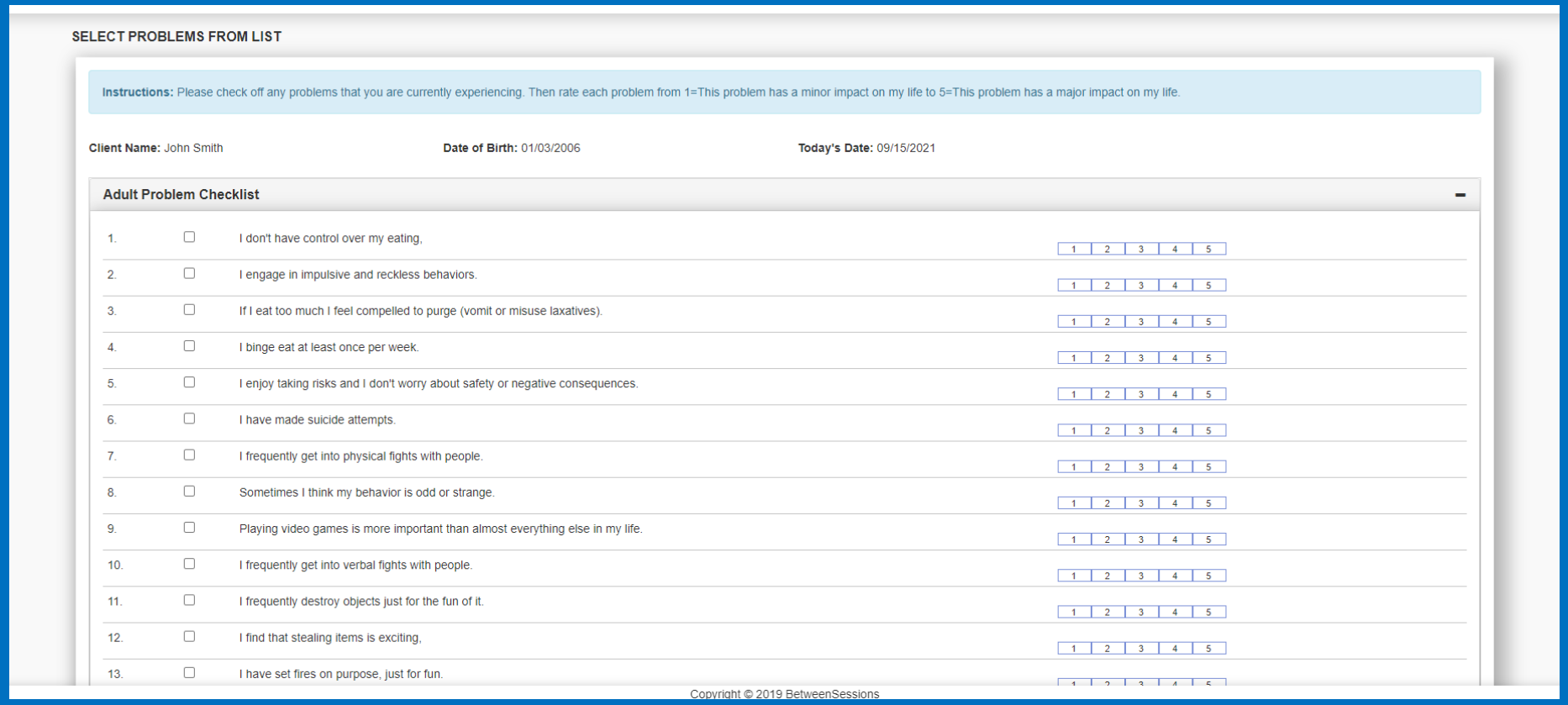
You can send a Problem Checklist to a client (or teacher or parent).



Your client (or parent or teacher) will get an email with a link to the Problem Checklist.



The recipient will receive a Problem Checklist and will check off any appropriate problems and rate their severity.



SELECT PROBLEMS FROM LIST

Instructions: Please check off any problems that you are currently experiencing. Then rate each problem from 1=This problem has a minor impact on my life to 5=This problem has a major impact on my life.

Client Name: John Smith **Date of Birth:** 01/03/2006 **Today's Date:** 09/15/2021

Adult Problem Checklist

1.	☐	I don't have control over my eating.	1 2 3 4 5
2.	☐	I engage in impulsive and reckless behaviors.	1 2 3 4 5
3.	☐	If I eat too much I feel compelled to purge (vomit or misuse laxatives).	1 2 3 4 5
4.	☐	I binge eat at least once per week.	1 2 3 4 5
5.	☐	I enjoy taking risks and I don't worry about safety or negative consequences.	1 2 3 4 5
6.	☐	I have made suicide attempts.	1 2 3 4 5
7.	☐	I frequently get into physical fights with people.	1 2 3 4 5
8.	☐	Sometimes I think my behavior is odd or strange.	1 2 3 4 5
9.	☐	Playing video games is more important than almost everything else in my life.	1 2 3 4 5
10.	☐	I frequently get into verbal fights with people.	1 2 3 4 5
11.	☐	I frequently destroy objects just for the fun of it.	1 2 3 4 5
12.	☐	I find that stealing items is exciting.	1 2 3 4 5
13.	☐	I have set fires on purpose, just for fun.	1 2 3 4 5

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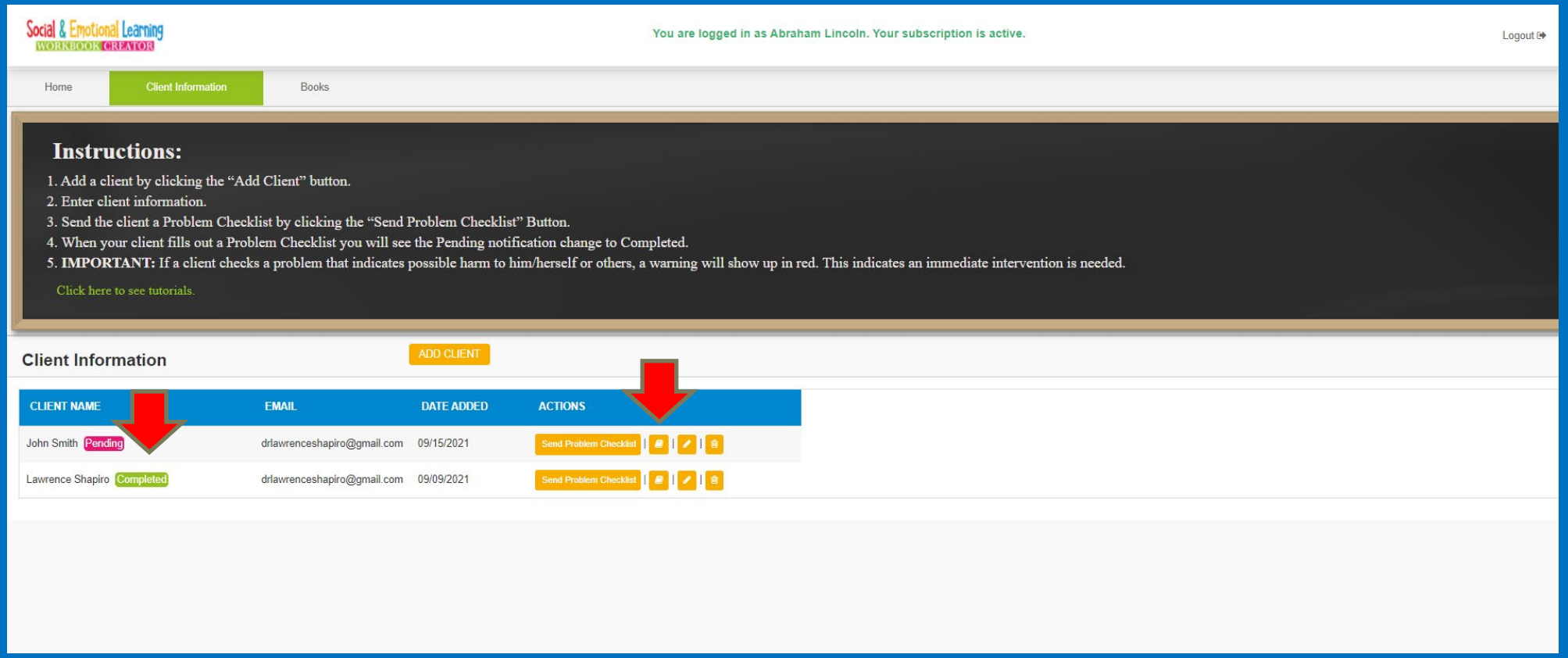
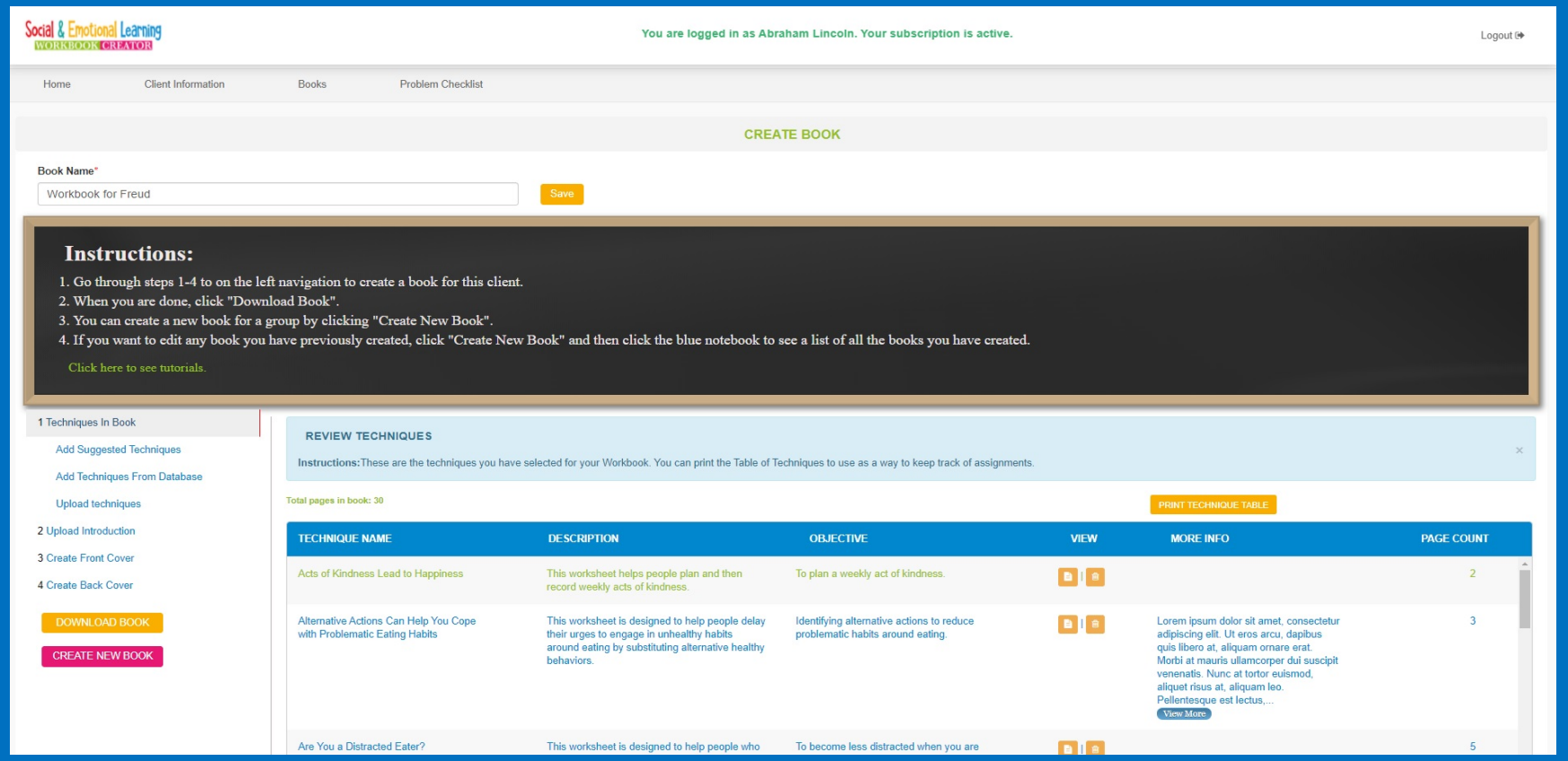
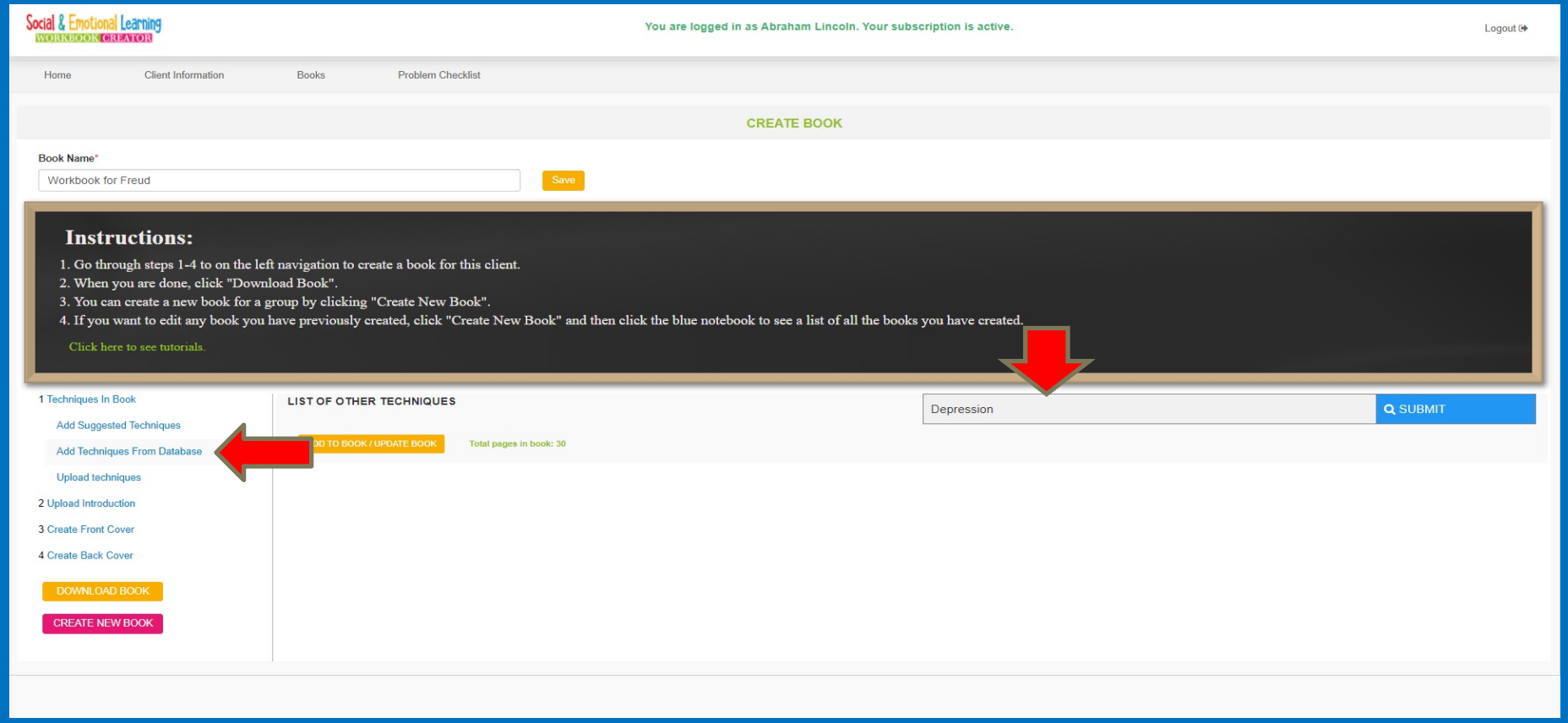
When the Problem Checklist is filled out, the message will change from “Pending” to “Completed.” Then click the Create Book icon.



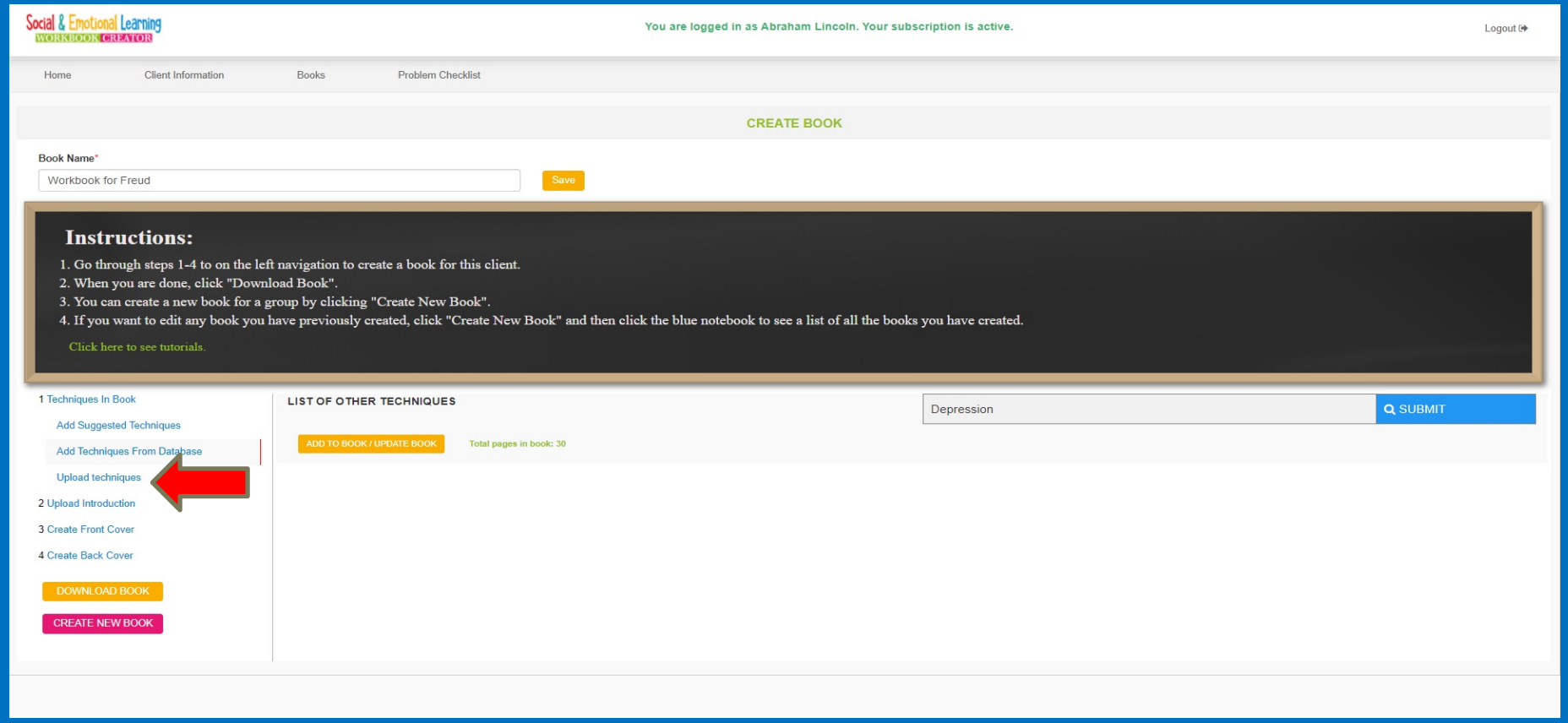
You will then see a list of the techniques suggested by our software. Put a check mark by each technique you wish to include in the workbook and click Add to Book.



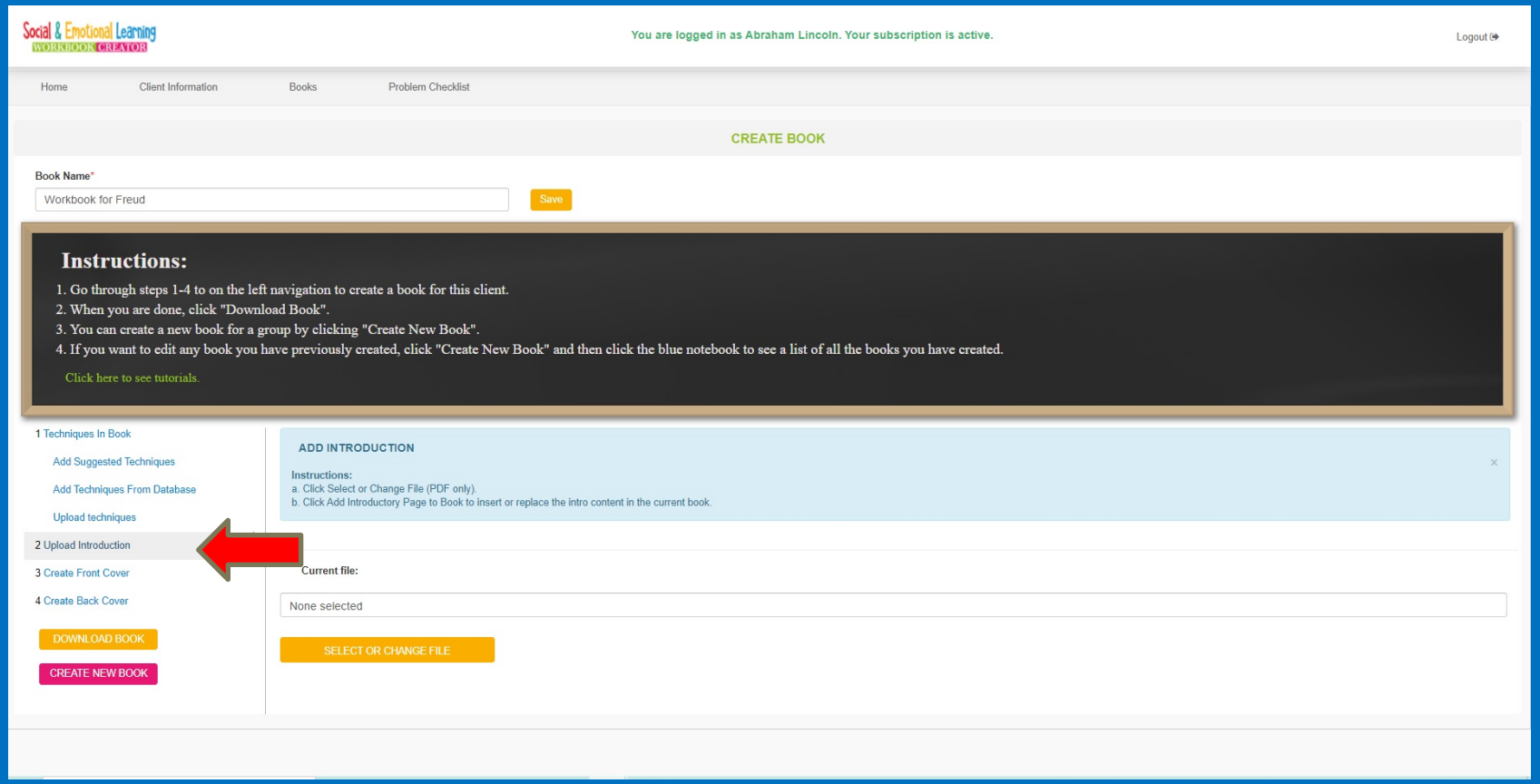
You can add additional techniques selecting Add Techniques from database and by putting a keyword in the search box. This will display additional techniques to add to your workbook.



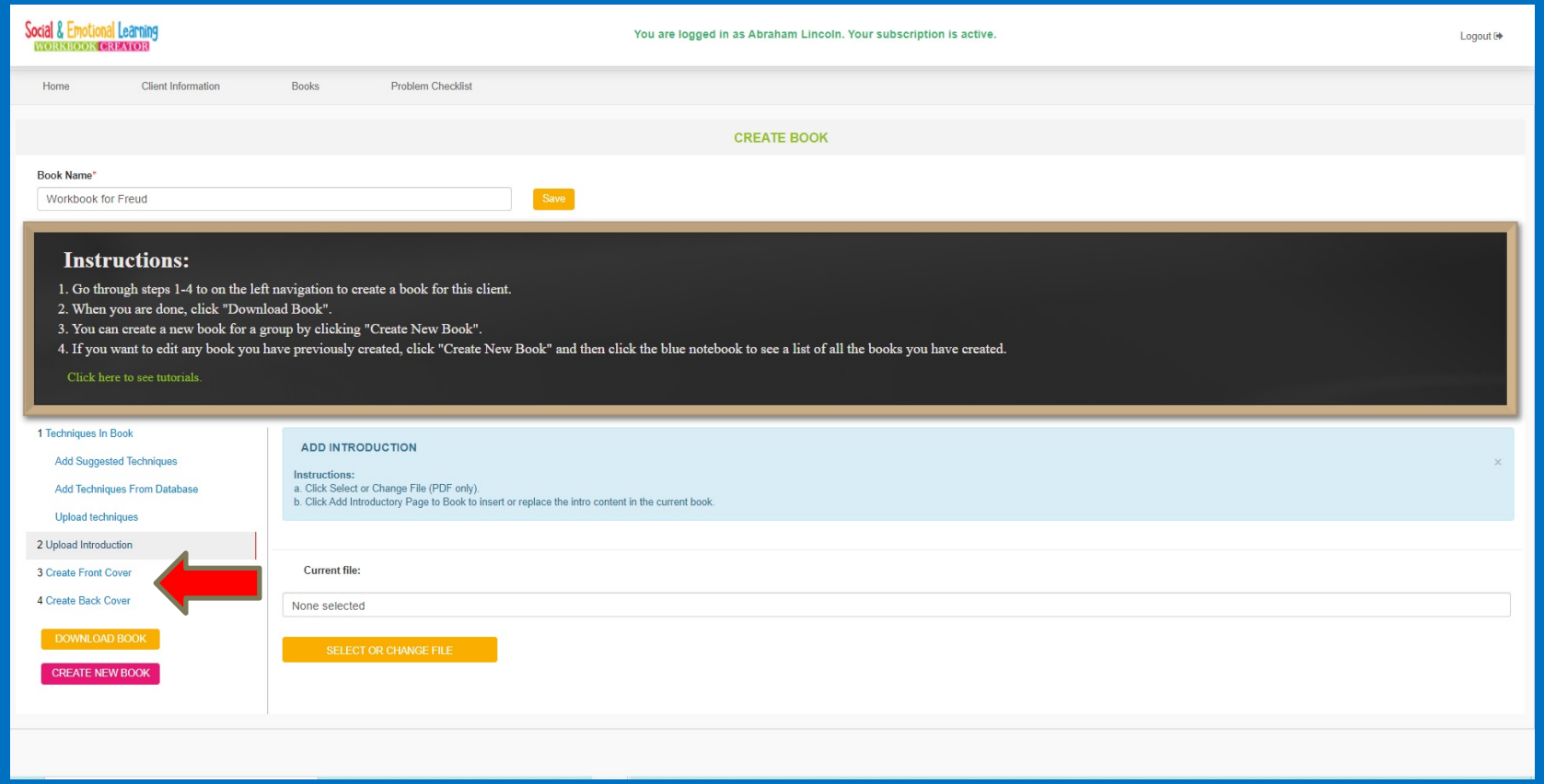
You can also upload additional worksheets from your computer.



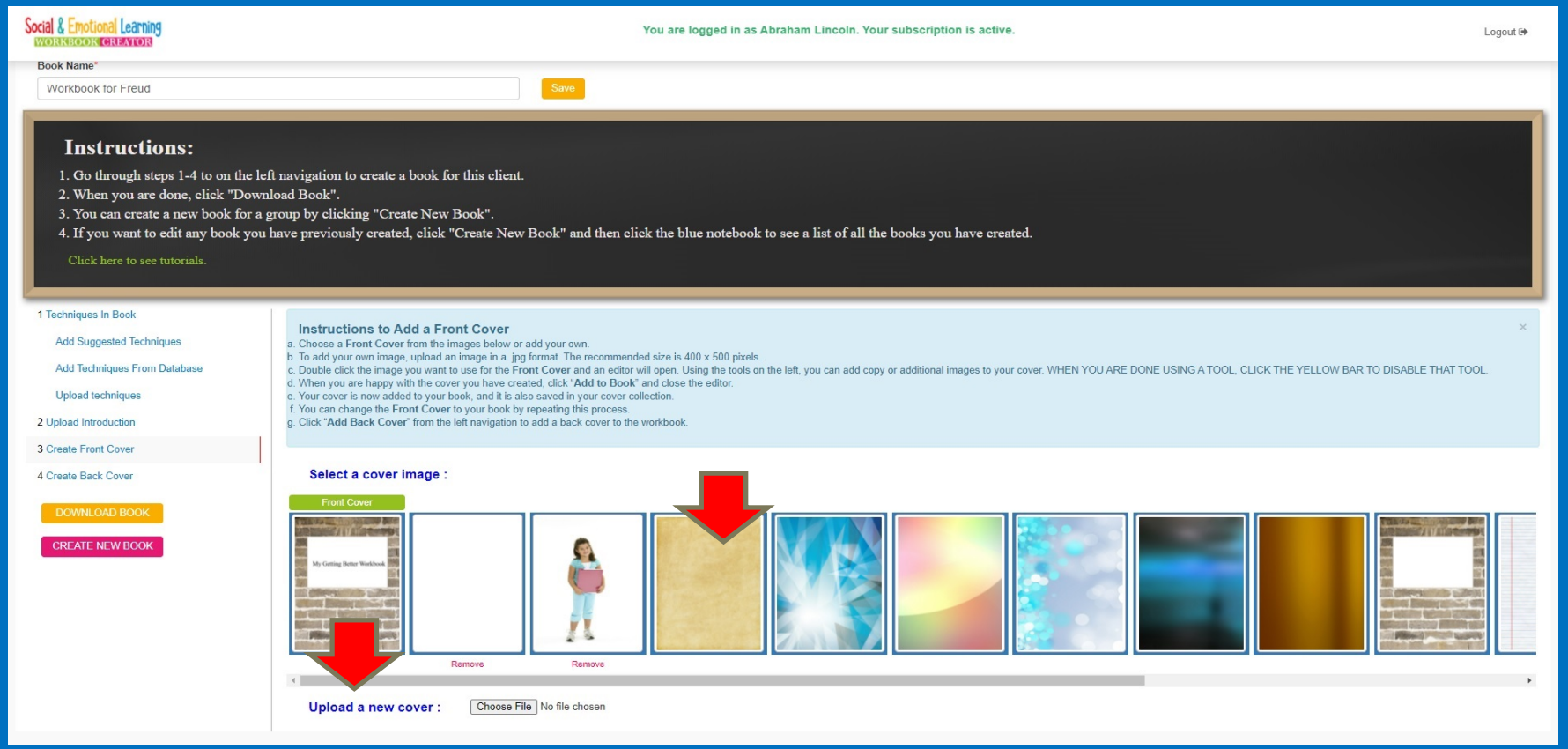
Once you have added all of your techniques to the Workbook, you can add an introduction. Upload the introduction in a PDF format.



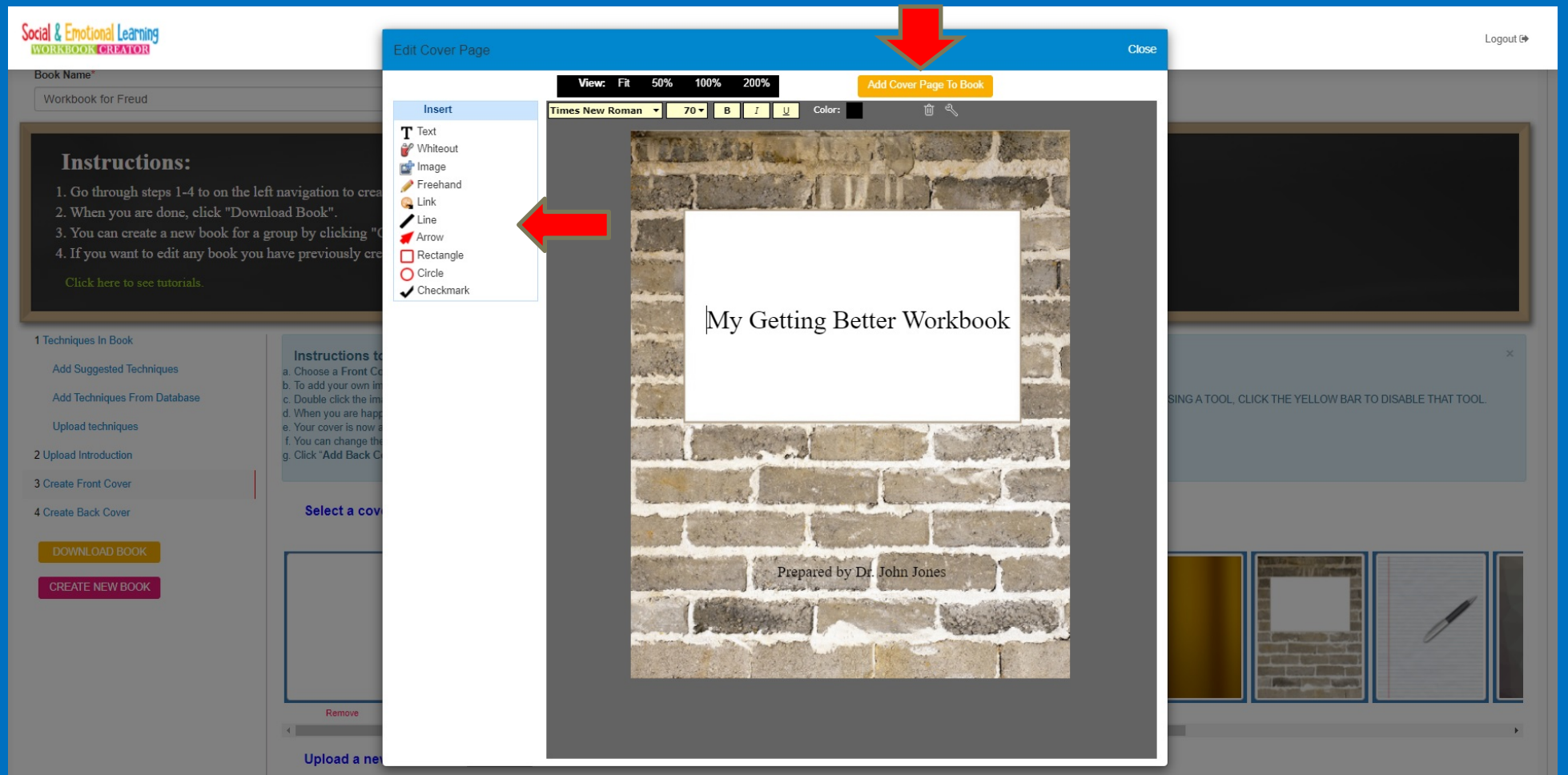
Then you will add a Front and Back Cover.



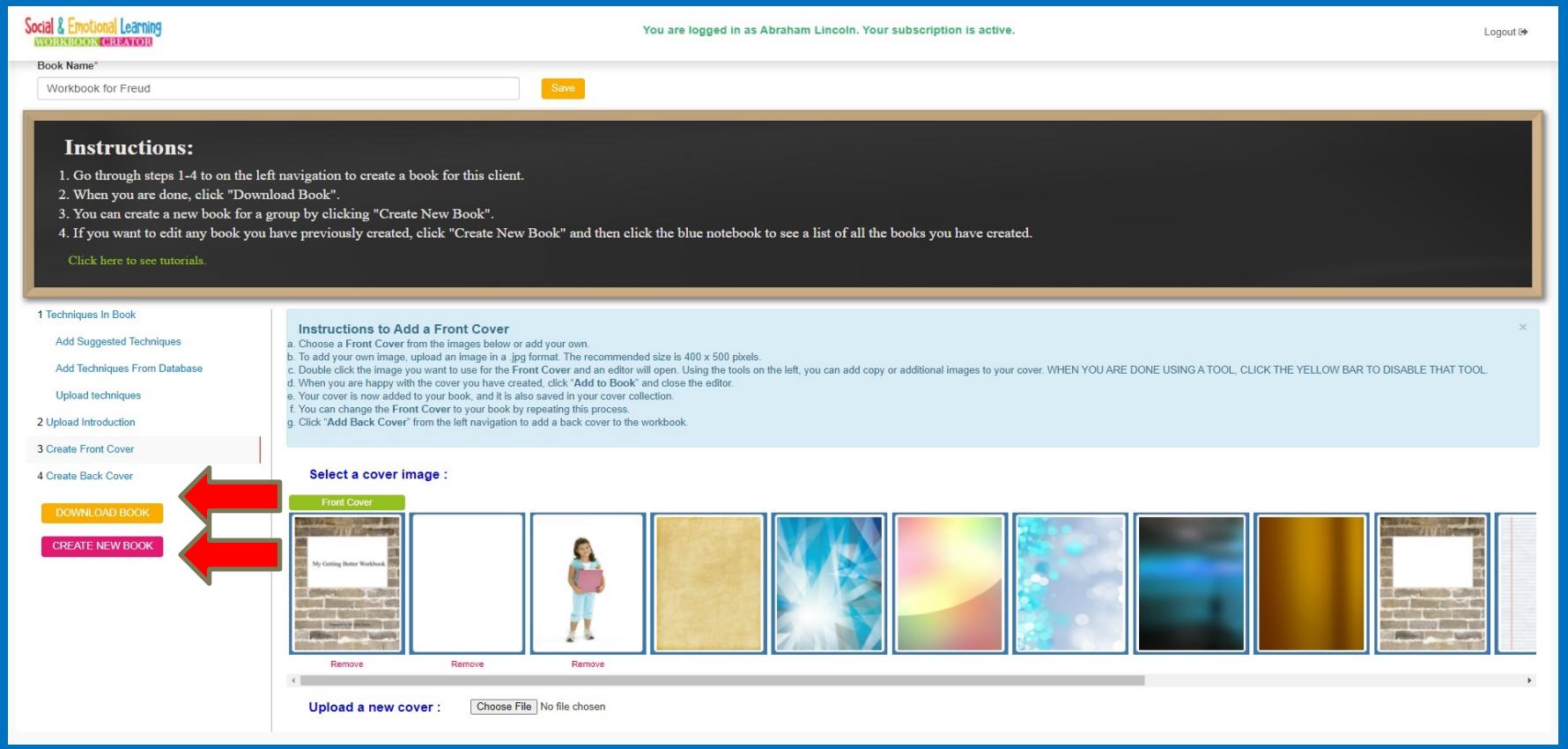
You can select one of the pre-loaded covers or upload your own cover background in a JPG format. You can also upload a complete cover.



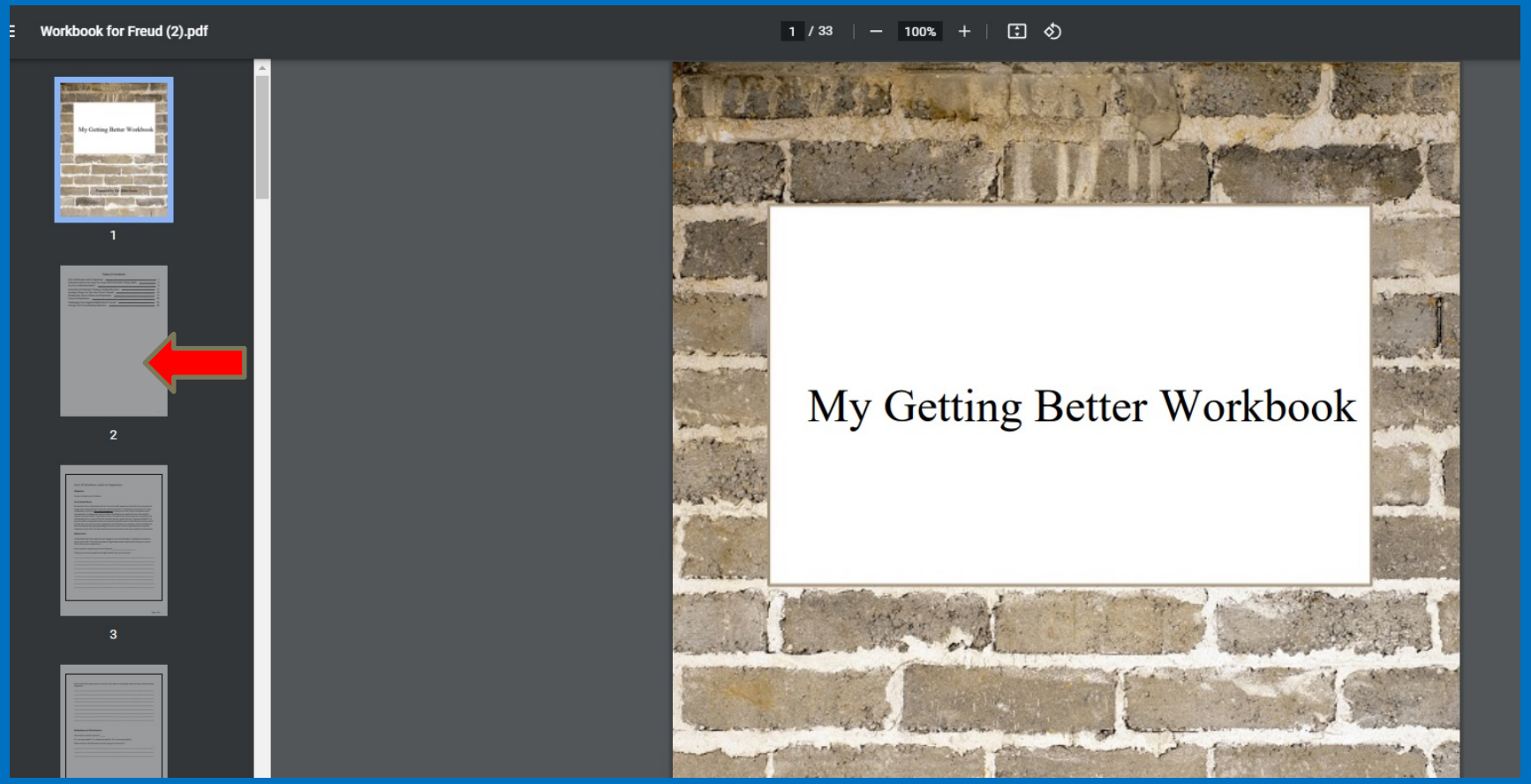
You can edit the cover with text, additional images shapes and so on. When done, click Add Cover to the Book.



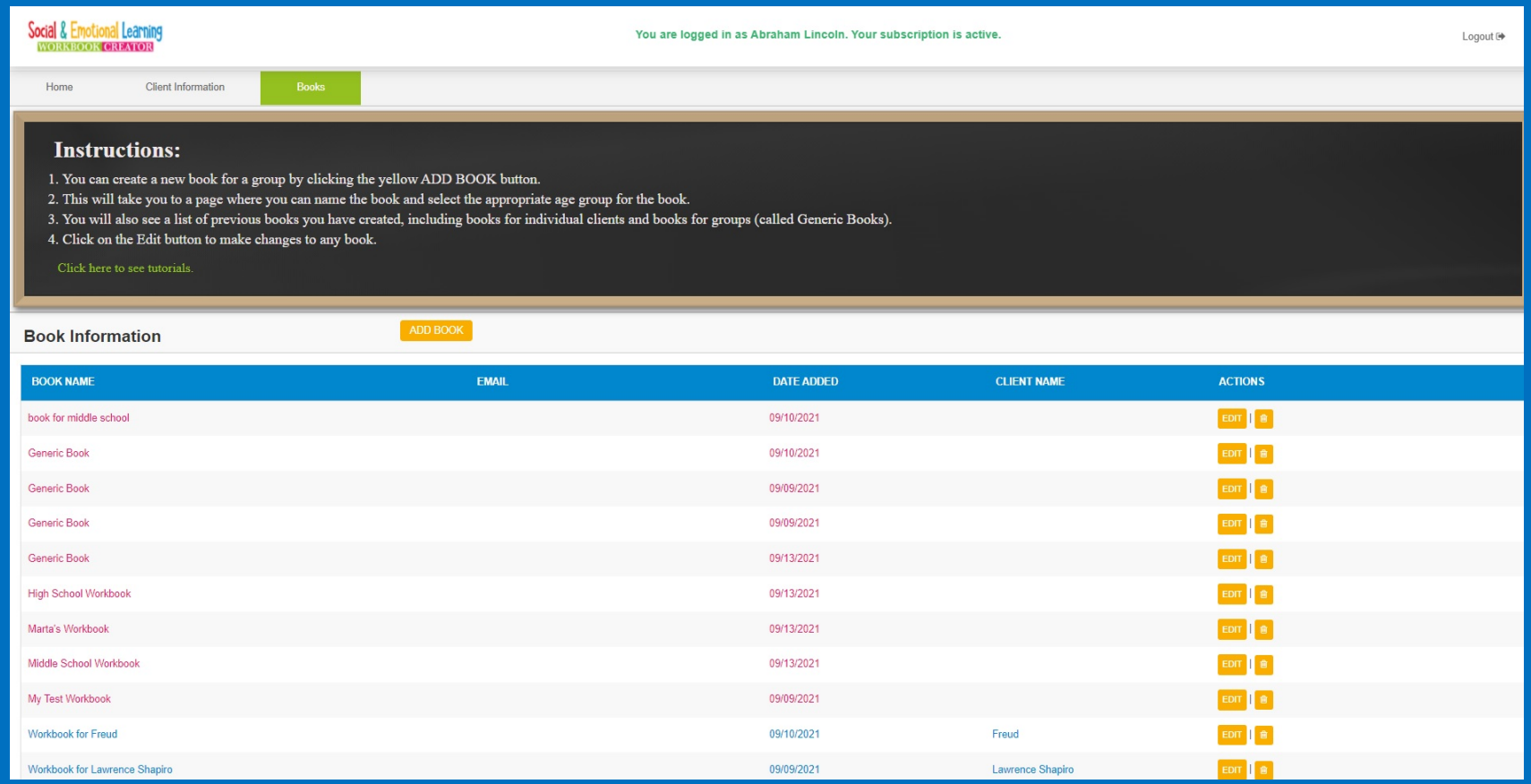
After you have added covers, you can then download your book. If you want to edit the book at a later date, click Create New Book.



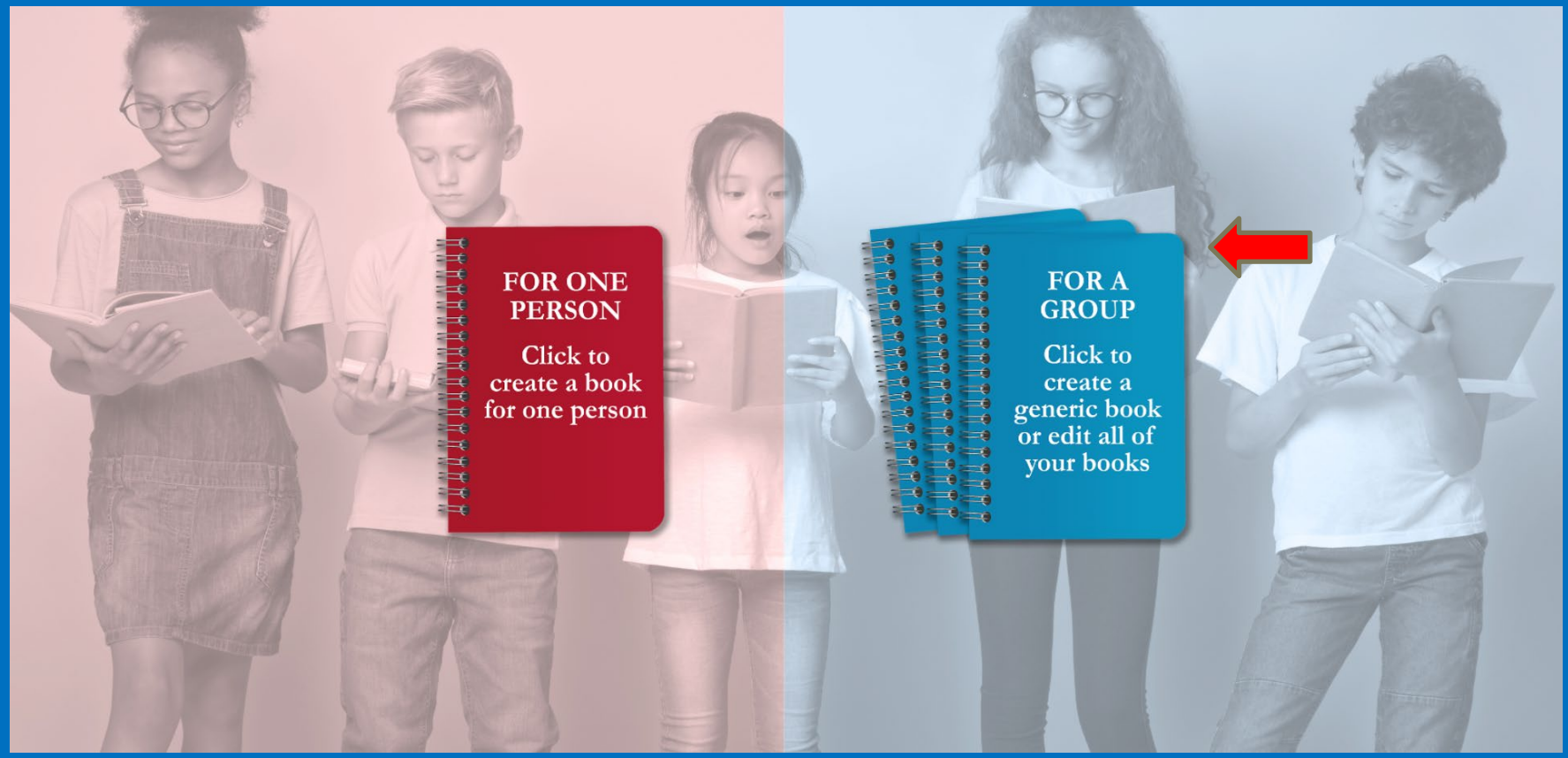
The Workbook Creator generates a PDF workbook for you to download and print or send to a client. It will even generate a Table of Contents!



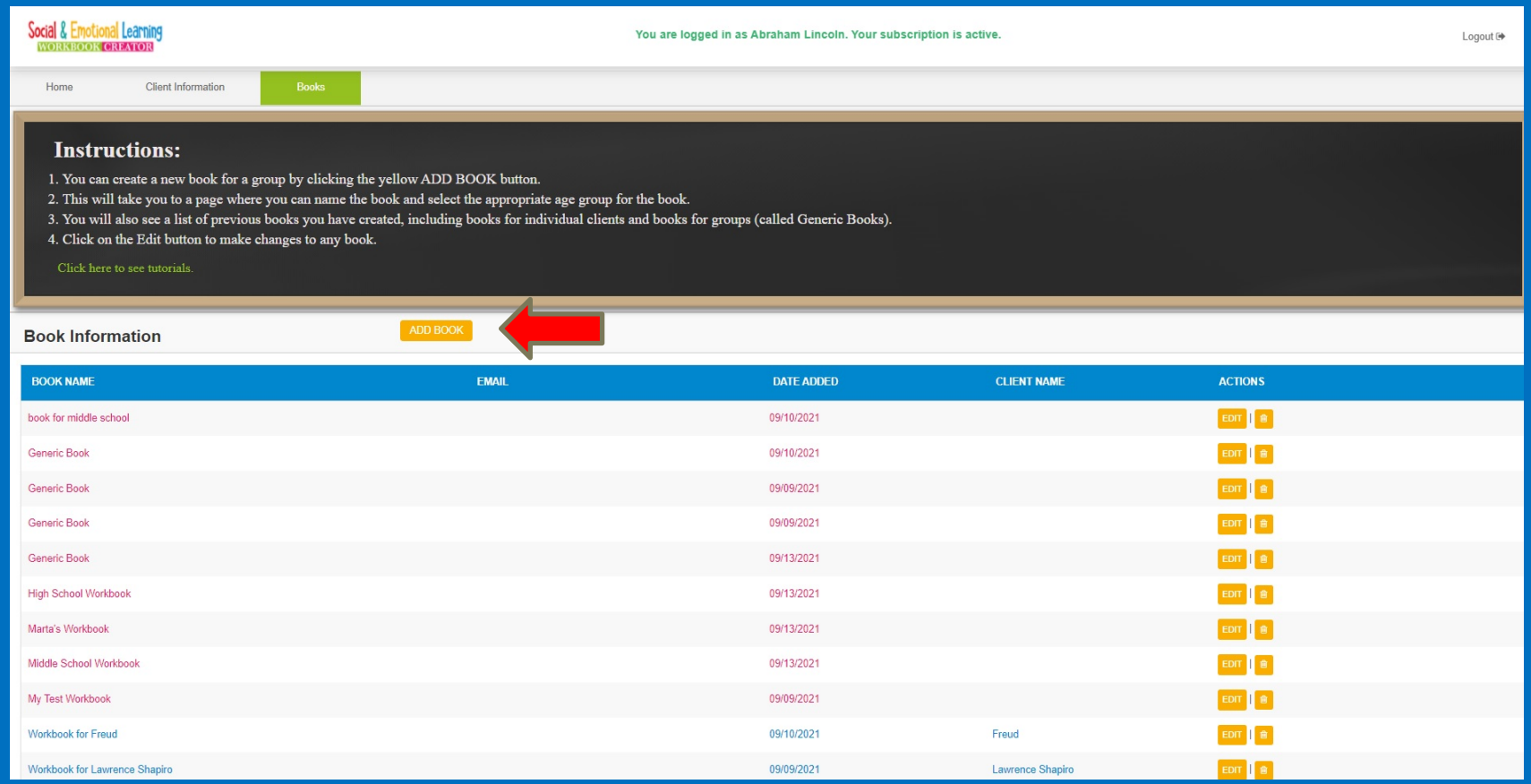
All of your workbooks are stored on the site. Your “generic” workbooks are in listed in red and your “client” workbooks are listed in blue.



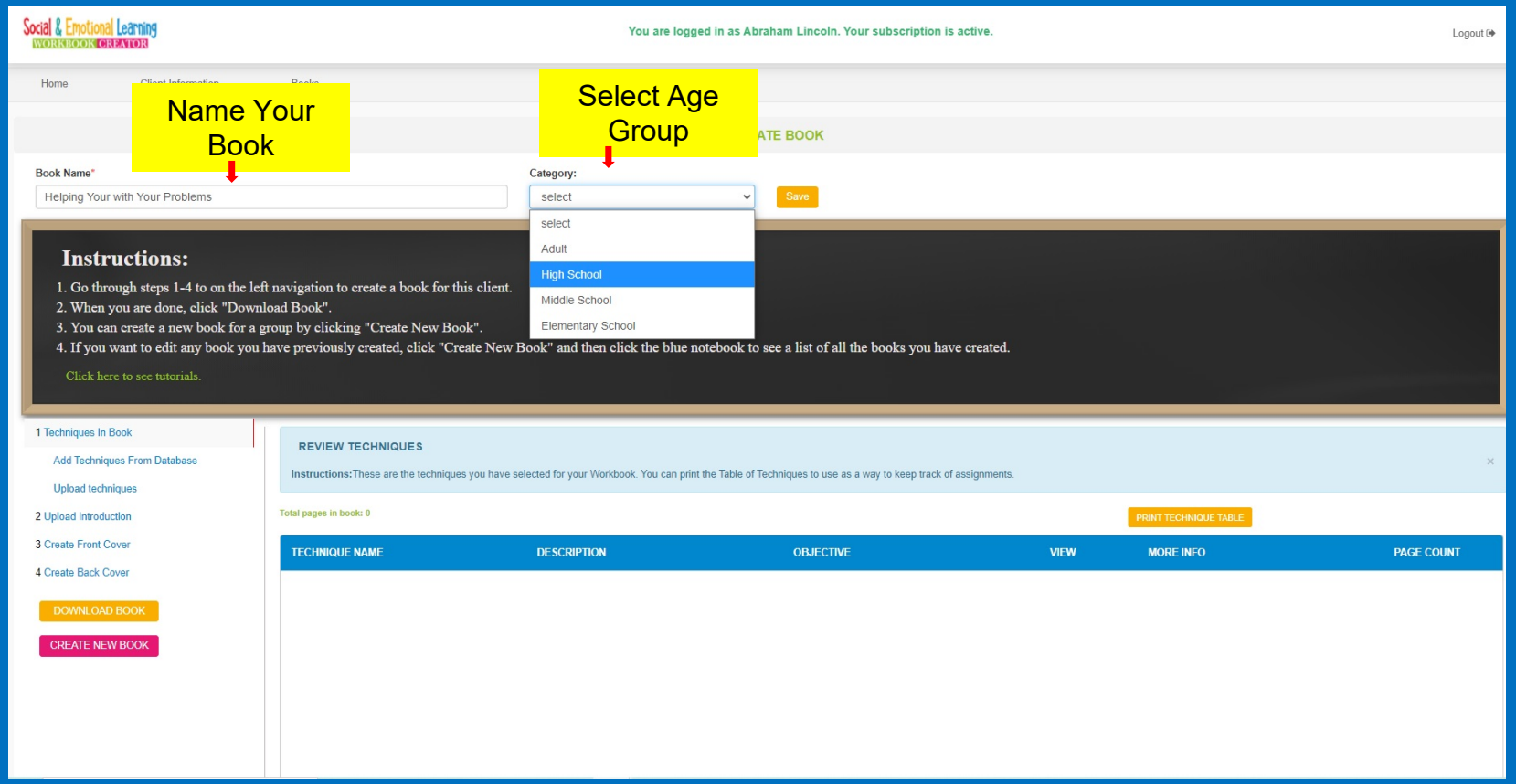
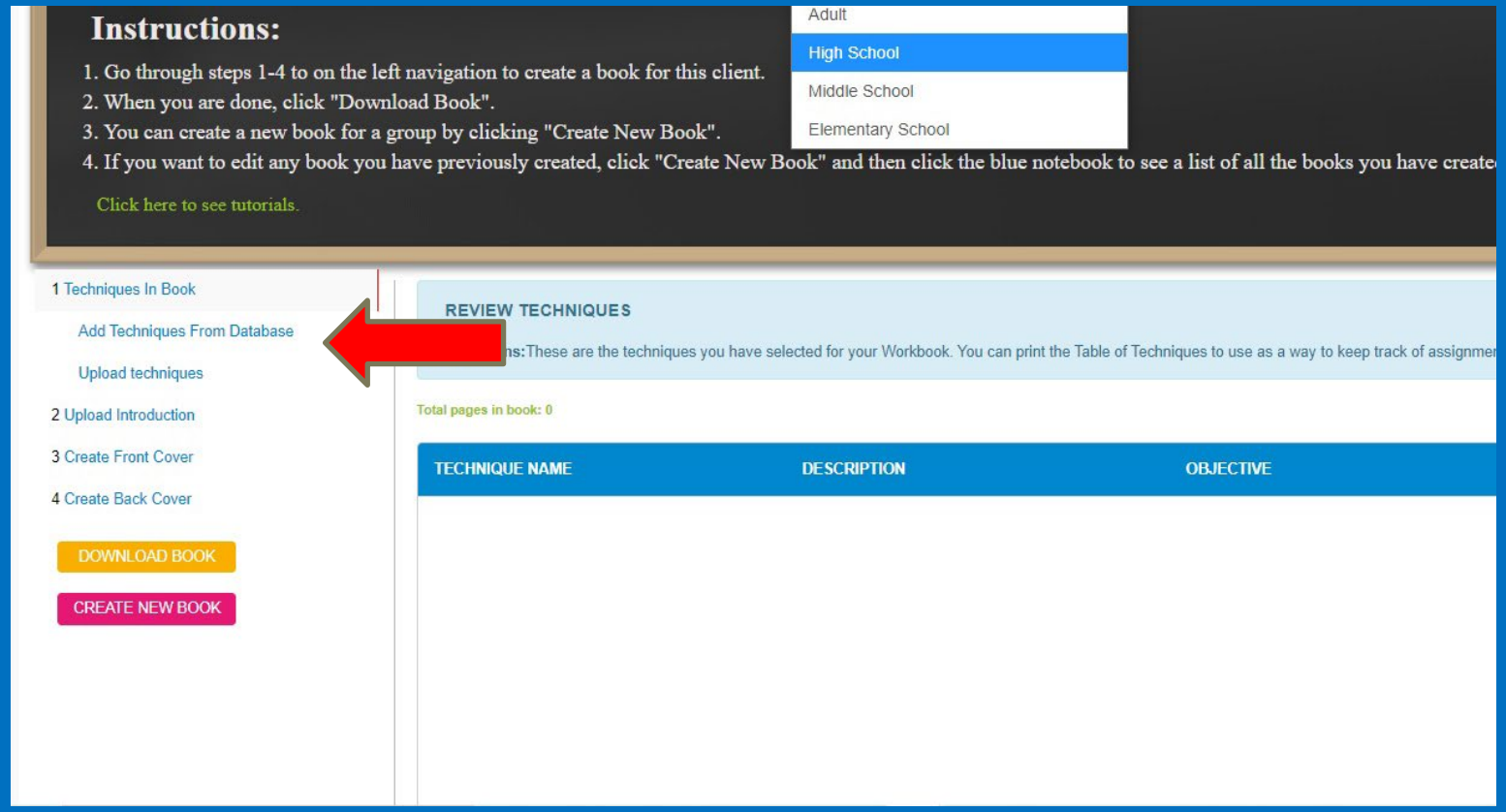
You can also create a “generic” book for a group from the Home page.



You can add a generic workbook by clicking Add Book.



When creating a generic book, you should name your book and also select the audience (age group) for the workbook.



You can create a generic book the same way as you would for an individual, BUT the software does not suggest worksheets, so you will start with Add Techniques from the Database.