



**Manual Upgrade Guide**  
**Parents Plus Adolescents Programme – Fourth Edition**  
***Notes for Facilitators using an Older Edition of the Manual***

In November 2016, the Parents Plus Adolescents Programme (PPAP) was updated and fourth editions of the Facilitator Manual and Parent Booklet were published. If you are using an older edition of the PPAP Facilitator Manual with the fourth edition of the Parent Booklet, please note the changes outlined below.

**Please note the DVDs for the PPAP have not changed in the fourth Edition**

The new version of the PPAP Parent Booklet, can be used with older editions of the PPAP Manual – see notes below. However, **if you wish to exchange your older edition manual** for the fourth edition, this can be done by:

- Paying the fee of €80 (post and packaging included) for an already trained PPAP facilitator. You can return the original PPAP manual to the PP office or you can agree to dispose and recycle the older manual in a secure way.

**Please email [admin@parentsplus.ie](mailto:admin@parentsplus.ie) to confirm exchange arrangements and order a new manual.**

**Changes in the Fourth Edition**

1. We have created three posters (included in the Facilitator Manual) to facilitate the presentation of the course in a visual, accessible way.
2. We have reformatted the course content so that each in session there is more balance between the Positive Parenting and Positive Discipline content.
3. The PPAP Parent Booklet is now in colour and we have tried to present the information in a clearer way that is accessible to more parents.
4. We have revised and extended some of the handouts, worksheets and group exercises.
5. The handouts and worksheets are no longer numbered and some titles have been updated.
6. In the Parent Booklet, a 'Plan for the Week' section has been added at the end of sessions 1-8. Based on the content covered in each session, this section encourages parents to try out certain ideas during the week. It also has suggestions for parental self-care activities and exercises.

**Using Older Edition Facilitator Manuals with Fourth Edition Parent Booklets**

**Session 3:**

- There is a new checklist for parents on 'Getting On with Your Teenager' in Session 3 of the Parent Booklet, which can be completed and discussed in-session as an alternative to the 'Responding to Your Teen' worksheet and the 'Remembering Being a Teenager' exercise.

**Session 4:**

- The 'Becoming an Encouraging Parent' worksheet is now called, 'Switch to Encourage'.
- There is a new worksheet called 'My Teenager's Good Qualities', which can be completed as an alternative to the 'Switch to Encourage' and 'Specific Encouragement' worksheets.

**Session 5:**

- There is a new worksheet entitled, 'Listening Skills' in the fourth edition Parent Booklet, which can be completed by parents to practise tuning in to how they and their teenager may be thinking and feeling in challenging situations.
- There is a new checklist for parents on the topic of Discipline in the fourth edition Parent Booklet. This can be completed and discussed in-session as an alternative to the 'Rewards and Consequences' worksheet.

**Session 6:**

- The 'Remaining Calm in Tough Situations' worksheets are no longer in the Parent Booklet. There are now four new handouts and worksheets around Remaining Calm in the appendices of the fourth edition Facilitator Manual, which can also be downloaded from the member's area on the Parents Plus website: [www.parentsplus.ie](http://www.parentsplus.ie).

**Session 7:**

- There is a new topic for the Positive Discipline section in Session 7, 'Establishing Routines'. As an alternative to the suggestions for 'Dealing with Specific Problems' in this session you may wish to start a group discussion on the importance of routines using the following questions:
  - How important are routines in family life?
  - How can routines prevent problems happening?
  - What is the best way to establish routines with teenagers?
- There are two new worksheets in the fourth edition Parent Booklet, 'Establishing a Daily Routine' and 'Establishing a Weekly Routine', which can be completed and discussed in-session.

**Special Issues:**

The Extra Topics section in older editions of the Parent Booklet has been removed and handouts and worksheets in this section are now in the Resources and Appendices section of the fourth edition Facilitator Manual. Many of the original handouts and worksheets have been revised and extended and new handouts and worksheets have been added. The Resources and Appendices section of the fourth edition manual can be downloaded from the Member's Area on the Parents Plus website: [www.parentsplus.ie](http://www.parentsplus.ie). You can register online to gain access to this area.