



# No Time To Train

## Short Lessons for School Nutrition Assistants

### *Dietary Guidelines for Americans 2010*

#### Lesson Overview

**Lesson Participants:** School Nutrition Assistants/Technicians, School Nutrition Managers, Child and Adult Care Food Program Staff, Teachers

**Type of Lesson:** Short, face-to-face training session

**Time Needed to Conduct the Lesson:** 25 minutes

**Lesson Description:** This lesson is designed to introduce and explain the *Dietary Guidelines for Americans 2010*. These guidelines are the foundation for nutrition education for Americans. This information is vital to school nutrition programs for the process of menu planning, food production, nutrition education, and overall wellness of our customers.

#### Lesson Objectives:

At the end of this lesson, participants will be able to:

1. Identify the *Dietary Guidelines for Americans 2010*.
2. Discuss the recommendations listed in the guidelines.

#### Get Ready to Train

The format for the **No Time to Train** lessons includes an overview, preparation checklist, lesson at a glance with timeline for conducting the lesson, references, handouts, and an instructor's script. The manager/instructor will use the script to present the lesson to the participants. The script gives directions to the manager/instructor—**DO, SAY, ASK, LISTEN, AND ACTIVITY**—to deliver the lesson.

No special audiovisual or electronic equipment is needed to conduct the lesson. The lesson can be presented in the cafeteria, media center, or classroom.

Teachers and others in the school or child care setting may wish to participate. This lesson could also be used to integrate nutrition education into the classroom. With some modifications, the lesson could be used with middle and secondary students.



## Preparation Checklist

**Directions:** Use the Preparation Checklist to prepare for the training session. Track your progress by checking off tasks as they are completed.

Done <input checked="" type="checkbox"/>	Lesson Tasks
	<p><b>Gather Materials</b></p> <p>Materials Needed:</p>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Instructor’s Script</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Handout 1: <i>Dietary Guidelines</i> Activity (one for each participant).</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Handout 2: <i>Dietary Guidelines for Americans 2010</i> Key Recommendations (one for each participant)</li> </ul>
	<ul style="list-style-type: none"> <li>• Handout 3: <i>Dietary Guidelines</i> Activity with Key Answers</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Pencils (one for each participant)</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Session Evaluation form (one for each participant)</li> </ul>
	<p><b>Prepare for Lesson</b></p> <p>Before the Training:</p>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Make copies of Handouts 1, 2, and 3 (one for each participant).</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Make copies of the Session Evaluation form (one for each participant).</li> </ul>
	<p>On Training Day:</p>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Place pencils on tables (one for each participant).</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Distribute Handouts 1 and 2.</li> </ul>
	<p>On the Instructor’s Table:</p>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Instructor’s Script</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Handout 1: <i>Dietary Guidelines</i> Activity</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Handout 2: <i>Dietary Guidelines for Americans 2010</i> Key Recommendations</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Handout 3: <i>Dietary Guidelines</i> Activity with Key Answers</li> </ul>
<input type="checkbox"/>	<ul style="list-style-type: none"> <li>• Session Evaluation forms</li> </ul>

**Lesson at a Glance**  
(25 minutes)

<b>Time</b>	<b>Topic</b>	<b>Task</b>	<b>Materials</b>
2 minutes	Introduction and Overview	Instructor introduces <i>Dietary Guidelines for Americans 2010</i> .	Instructor's Script
15 minutes	Objective 1: Identify the <i>Dietary Guidelines for Americans 2010</i> .  Objective 2: Discuss the recommendations listed in the guidelines.	Participants complete a matching activity in Handout 1.  Instructor uses Handout 2: <i>Dietary Guidelines for Americans 2010 Key Recommendations</i> to identify and discuss the information included in the guidelines.	Handout 1: <i>Dietary Guidelines Activity</i>  Handout 2: <i>Dietary Guidelines for Americans 2010 Key Recommendations</i>
5 minutes	Wrap up and Review	Instructor summarizes key points of <i>Dietary Guidelines 2010 Key Recommendations</i> .  Instructor encourages participants to ask questions and to make comments.	Handout 3: <i>Dietary Guidelines Activity with Key Answers</i>
3 minutes	Session Evaluation	Conduct a short evaluation of the lesson.	Session Evaluation form

**Note to Instructor:**

Answer questions to the best of your ability. If there are questions you can't answer, tell the participants you will find out the answer and let them know later. If you need assistance in finding answers, please call the National Food Service Management Institute at 800-321-3054.

**References:**

National Food Service Management Institute. (2005, Rev. 2011). *Nutrition 101: A taste of food and fitness*. University, MS: Author.

U.S. Department of Agriculture. (2011). ChooseMyPlate.gov Website. Washington, DC. New and Media. [http://www.choosemyplate.gov/global\\_nav/media\\_resources.html](http://www.choosemyplate.gov/global_nav/media_resources.html) Accessed August 15, 2011.



U.S. Department of Agriculture, Food and Nutrition Service. (2011). Nutrition Assistance Programs Website. <http://www.fns.usda.gov/fns/> Accessed July 14, 2011.

U.S. Department of Agriculture, Food and Nutrition Service. (2011). Team Nutrition: Resources A-Z Website. <http://www.fns.usda.gov/tn/library.html> Accessed July 14, 2011.

U.S. Department of Agriculture and U.S. Department of Health and Human Services (2011). *Dietary Guidelines for Americans 2010* 7<sup>th</sup> Edition, Washington, D.C., U.S. Government Printing Office, December 2010.  
<http://www.cnpp.usda.gov/Publications/DietaryGuidelines/2010/PolicyDoc/PolicyDoc.pdf>  
Accessed July 14, 2011.

U.S. Department of Health and Human Services. (2011). Healthfinder.gov Website. <http://healthfinder.gov/> Accessed July 14, 2011.



## Instructor's Script



### SAY:

Today we are going to take a look at the *Dietary Guidelines for Americans 2010*. The guidelines are aimed at helping people adopt eating and physical activity patterns that are focused on maintaining a healthy weight, reducing their risk of chronic disease, and promoting overall health.

The guidelines are developed by the U.S. Department of Agriculture (USDA) and the U.S. Department of Health and Human Services (HHS) and are revised every five years to reflect the latest nutritional research. The guidelines are for Americans ages 2 years and older, including those at increased risk for chronic disease.

The recommendations of the *Dietary Guidelines for Americans* (DGA) are used as the basis for menu planning and nutrition education in federal nutrition programs. We are going to take a look at the latest guidelines that were revised in 2010 and learn why these goals are important to us.



### ACTIVITY:

#### **Handout 1: *Dietary Guidelines* Activity**



### DO:

Break into small groups and distribute **Handout 1: *Dietary Guidelines* Activity**.



### SAY:

Let's take 4 minutes to complete **Handout 1: *Dietary Guidelines* Activity** and then discuss how *Dietary Guidelines for Americans 2010* Key Recommendations impact the general population.



### DO:

Once the participants have finished their small group work, bring them together again as a class.



### ASK:

Ask for volunteers from each group to share their answers.



### LISTEN:

Listen to responses.



### DO:

Provide each participant with **Handout 2: *Dietary Guidelines for Americans 2010* Key Recommendations**. As we progress through the lesson, refer to the handout.



### SAY:

The report for the *Dietary Guidelines for Americans* is quite lengthy. It identifies 23 key recommendations for the general public and six additional key recommendations for specific population groups.



The specific population groups mentioned include women capable of becoming pregnant, women who are pregnant or breastfeeding, and individuals ages 50 years and older.

The recommendations are categorized into four main topics. They are:

1. Balancing Calories to Manage Weight
2. Foods and Food Components to Reduce
3. Foods and Nutrients to Increase
4. Building Healthy Eating Patterns

Let's take a look at the information provided for each category. The first category is **Balancing Calories to Manage Weight**.



**DO:**

Throughout the lesson, continue to refer the participants to **Handout 2**. As you progress through each category, read the title of the category and the information about the category to the participants.



**SAY:**

Let's take a closer look at the recommendations in the first category, **Balancing Calories to Manage Weight**. "Prevent and/or reduce overweight and obesity through improved eating and physical activity behaviors" is one recommendation. It is important to make sure we are not consuming more calories than we expend in a day because this can lead to weight gain and related health issues. Americans are encouraged to enjoy their food, but eat less and avoid oversized portions. We can maintain or reduce our weight by controlling our total calorie intake from foods and beverages, increasing physical activity, and reducing sedentary behaviors.

Another recommendation under the first category is to "maintain appropriate calorie balance during each stage of life." With the increase in childhood obesity, it is just as important for children and adolescents to balance their calorie intake with physical activity as it is for adults and older individuals.



**ASK:**

Do you have any comments about the first category, **Balancing Calories to Manage Weight**?



**LISTEN:**

Listen for responses.



**DO:**

Refer to **Handout 2** to read and discuss **Foods and Food Components to Reduce**.

**SAY:**

The second of the four categories is **Foods and Food Components to Reduce**. Some of the components Americans are advised to limit in their diets include sodium, saturated fat, cholesterol, *trans* fat, added sugars, refined grains, and alcohol.

The first recommendation in this category states that we should “Reduce daily sodium intake to less than 2,300 mg and further reduce intake to 1,500 mg among persons who are 51 and older and those of any age who are African American or have hypertension, diabetes, or chronic kidney disease.” This can be achieved by using Nutrition Facts labels to compare the sodium content of packaged foods, such as soups, breads, or frozen meals, and choosing items with less sodium. You can also reduce the sodium in foods you cook yourself by using low-sodium seasonings, such as herbs or citrus, to flavor your foods instead of salt.

The guidelines also suggest that we should “consume less than 10 percent of calories from saturated fatty acids,” “consume less than 300 mg per day of dietary cholesterol,” and “keep *trans* fatty acid consumption as low as possible.” These fats are often called “solid fats” and are generally found in animal foods, such as meats, poultry, and butter. It is recommended that we replace these types of fats with unsaturated fats, such as those found in plant oils and fish.

In addition, Americans are advised to improve their diets by drinking water instead of sugary beverages, replacing refined grains with whole grains, and limiting alcohol consumption to one drink per day for women and two drinks per day for men.

**ASK:**

I’ll pause here for a moment. Do you have any comments about the second category, **Foods and Food Components to Reduce**?

**LISTEN:**

Listen for responses.

**DO:**

Refer to **Handout 2** to read and discuss **Foods and Nutrients to Increase**.

**SAY:**

The third category for recommendations, **Foods and Nutrients to Increase**, covers foods that we should eat and encourage our customers to eat. It is recommended that we consume more fruits, vegetables, whole grains, and low-fat or fat-free milk. These foods will help us obtain adequate amounts of potassium, dietary fiber, calcium, and vitamin D, which are nutrients of concern in American diets. We should “increase our vegetable and fruit intake” by eating a variety of fruits and vegetables daily, including dark green leafy vegetables (turnip greens, spinach, etc.), red and orange vegetables (carrots, sweet potatoes, etc.), beans, and peas.

Of the grains that we eat daily, we are advised to “consume at least half of all grains as whole grains.” This can be done by replacing refined grains in our diets, such as white rice, pastas, cereals, and breads with whole-grain products, such as brown rice, whole-grain pastas, whole-grain cereals, and whole-wheat breads.

The guidelines suggest that we “increase intake of fat-free or low-fat milk and milk products, such as milk, yogurt, cheese, or fortified soy beverages.” Choosing low-fat or fat-free milk instead of whole milk products will help ensure that we get the calcium and vitamin D we need without as much fat and calories.

The DGA recommends choosing “a variety of protein foods, which include seafood, lean meat and poultry, eggs, beans and peas, soy products, and unsalted nuts and seeds.” Replacing some of the high-fat proteins in your diet with fish, beans, or soy will help you obtain a greater variety of nutrients while also reducing your saturated fat intake.



**ASK:**

Do you have any questions or comments about the third category, **Foods and Nutrients to Increase**?



**LISTEN:**

Listen for responses or questions.



**DO:**

Refer to **Handout 2** to read and discuss **Building Healthy Eating Patterns**.



**SAY:**

The last category of recommendations is **Building Healthy Eating Patterns**. The first two recommendations in this category are to “select an eating pattern that meets nutrient needs over time at an appropriate calorie level” and “account for all foods and beverages consumed and assess how they fit within a total healthy eating pattern.” These relate to the recommendations we discussed previously about maintaining calorie balance. It is important to control our calorie intake, but it is also important to make sure we are obtaining all the nutrients our bodies need to survive and be healthy. We can do this by choosing nutrient-dense foods that provide high levels of a variety of nutrients and limited calories instead of empty-calorie foods that are high in calories but have little or no nutritional value.

The final recommendation in this category is to “follow food safety recommendations when preparing and eating foods to reduce the risk of foodborne illnesses.” Taking simple precautions during food preparation, such as washing your hands properly, monitoring the temperatures of cold and hot foods, and preventing cross-contamination will help make sure that the foods you eat and serve are not only nutritious, but also safe.



**ASK:**

Do you have any questions or comments about the **Building Healthy Eating Patterns** category?

**LISTEN:**

Listen for responses or questions.

**SAY:**

Let's recap what we have learned about the *Dietary Guidelines for Americans 2010* by reviewing the Selected Messages for Consumers from the USDA website.

- Enjoy your food, but eat less.
- Avoid oversized portions.
- Make half your plate fruits and vegetables.
- Make at least half your grains whole grains.
- Switch to fat-free or low-fat (1%) milk.
- Compare sodium in foods like soup, bread, and frozen meals – and choose the foods with lower numbers.
- Drink water instead of sugary drinks.

**ASK:**

Do you have any questions about the *Dietary Guidelines for Americans 2010*?

**LISTEN:**

Listen for responses or questions. Answer questions to the best of your ability. If there are questions you can't answer, tell the participants you will find out the answer and let them know later. If you need assistance in finding answers, please call the National Food Service Management Institute at 800-321-3054.

**SAY:**

Remember, medical research indicates that Americans are not eating healthy and exercising enough. The guidelines that we have discussed today are recommendations that we should all follow to insure a long, healthy life. We should strive to follow these guidelines in our own diets and we must insure that we are serving our children foods that will keep them healthy. Our customers are counting on us!

**DO:**

Distribute **Handout 3: Dietary Guidelines Activity with Suggested Answers** to take home. Next, distribute the Session Evaluation form.

**SAY:**

Thank you for participating in the lesson today. Please take a few minutes to complete the Session Evaluation form. Thank you for your input.

## Handout 1: *Dietary Guidelines* Activity

**Instructions:** Match the terms on the left with the corresponding *Dietary Guidelines for Americans 2010* Key Recommendations on the right.

- |                           |   |
|---------------------------|---|
| 1. ____ Sodium            | a. Maintain by controlling total calorie intake and increasing physical activity.   |
| 2. ____ Calorie Balance   | b. Replace foods containing this with foods containing healthier unsaturated fats, such as fish, plant oils, and nuts.  |
| 3. ____ Vegetables        | c. Switch to low-fat or fat-free products to get the same amount of calcium and vitamin D with less fat and calories.   |
| 4. ____ Food Safety       | d. Can be achieved through improved eating and physical activity behaviors.   |
| 5. ____ Saturated Fat     | e. Consume in moderation – one drink a day for women and two drinks a day for men.  |
| 6. ____ Milk              | f. Reduce daily intake to less than 2,300 mg and reduce intake to 1,500 mg among persons who are 51 and older and those who are African American or have hypertension, diabetes, or chronic kidney disease. |
| 7. ____ Alcohol           | g. Use precautions, such as hand washing and temperature control, when preparing and eating foods to reduce the risk of foodborne illness.  |
| 8. ____ Weight Management | h. Reduce intake of this by replacing sugary beverages with water.  |
| 9. ____ Added Sugars      | i. Eat a variety of these foods daily, especially dark green, red, and orange colors; beans; and peas.  |



## Handout 2: *Dietary Guidelines for Americans 2010 Key Recommendations*

### Key Recommendations



#### **BALANCING CALORIES TO MANAGE WEIGHT**

- Prevent and/or reduce overweight and obesity through improved eating and physical activity behaviors.
- Control total calorie intake to manage body weight. For people who are overweight or obese, this will mean consuming fewer calories from foods and beverages.
- Increase physical activity and reduce time spent in sedentary behaviors.
- Maintain appropriate calorie balance during each stage of life—childhood, adolescence, adulthood, pregnancy and breastfeeding, and older age.

#### **FOODS AND FOOD COMPONENTS TO REDUCE**

- Reduce daily sodium intake to less than 2,300 milligrams (mg) and further reduce intake to 1,500 mg among persons who are 51 and older and those of any age who are African American or have hypertension, diabetes, or chronic kidney disease. The 1,500 mg recommendation applies to about half of the U.S. population, including children, and the majority of adults.
- Consume less than 10 percent of calories from saturated fatty acids by replacing them with monounsaturated and polyunsaturated fatty acids.
- Consume less than 300 mg per day of dietary cholesterol.
- Keep *trans* fatty acid consumption as low as possible by limiting foods that contain synthetic sources of *trans* fats, such as partially hydrogenated oils, and by limiting other solid fats.
- Reduce the intake of calories from solid fats and added sugars.
- Limit the consumption of foods that contain refined grains, especially refined grain foods that contain solid fats, added sugars, and sodium.
- If alcohol is consumed, it should be consumed in moderation—up to one drink per day for women and two drinks per day for men—and only by adults of legal drinking age.<sup>5</sup>

## FOODS AND NUTRIENTS TO INCREASE

Individuals should meet the following recommendations as part of a healthy eating pattern while staying within their calorie needs.

- Increase vegetable and fruit intake.
  - Eat a variety of vegetables, especially dark-green and red and orange vegetables and beans and peas.
  - Consume at least half of all grains as whole grains. Increase whole-grain intake by replacing refined grains with whole grains.
  - Increase intake of fat-free or low-fat milk and milk products, such as milk, yogurt, cheese, or fortified soy beverages.<sup>6</sup>
  - Choose a variety of protein foods, which include seafood, lean meat and poultry, eggs, beans and peas, soy products, and unsalted nuts and seeds.
  - Increase the amount and variety of seafood consumed by choosing seafood in place of some meat and poultry.
  - Replace protein foods that are higher in solid fats with choices that are lower in solid fats and calories and/or are sources of oils.
  - Use oils to replace solid fats where possible.
  - Choose foods that provide more potassium, dietary fiber, calcium, and vitamin D, which are nutrients of concern in American diets. These foods include vegetables, fruits, whole grains, and milk and milk products.
- Recommendations for specific population groups**
- Women capable of becoming pregnant<sup>7</sup>*
- Choose foods that supply heme iron, which is more readily absorbed by the body, additional iron sources, and enhancers of iron absorption such as vitamin C-rich foods.
  - Consume 400 micrograms (mcg) per day of synthetic folic acid (from fortified foods and/or supplements) in addition to food forms of folate from a varied diet.<sup>8</sup>
- Women who are pregnant or breastfeeding<sup>7</sup>*
- Consume 8 to 12 ounces of seafood per week from a variety of seafood types.
  - Due to their high methyl mercury content, limit white (albacore) tuna to 6 ounces per week and do not eat the following four types of fish: tilefish, shark, swordfish, and king mackerel.
  - If pregnant, take an iron supplement, as recommended by an obstetrician or other health care provider.
- Individuals ages 50 years and older*
- Consume foods fortified with vitamin B<sub>12</sub>, such as fortified cereals, or dietary supplements.

## BUILDING HEALTHY EATING PATTERNS

- Select an eating pattern that meets nutrient needs over time at an appropriate calorie level.
- Account for all foods and beverages consumed and assess how they fit within a total healthy eating pattern.
- Follow food safety recommendations when preparing and eating foods to reduce the risk of foodborne illnesses.

Source: U.S. Department of Agriculture and U.S. Department of Health and Human Services (2011). *Dietary Guidelines for Americans 2010* 7<sup>th</sup> Edition, Washington, U.S. Government Printing Office, December 2010. Executive Summary, pages x-xi. <http://www.cnpp.usda.gov/Publications/DietaryGuidelines/2010/PolicyDoc/PolicyDoc.pdf> Accessed July 14, 2011.



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*Dietary Guidelines for Americans 2010*

### Handout 3: *Dietary Guidelines* Activity with Key Answers

**Instructions:** Match the terms on the left with the corresponding *Dietary Guidelines for Americans 2010* Key Recommendations on the right.

- |                                   |   |
|-----------------------------------|---|
| 1. <u>  f  </u> Sodium            | a. Maintain by controlling total calorie intake and increasing physical activity.   |
| 2. <u>  a  </u> Calorie Balance   | b. Replace foods containing this with foods containing healthier unsaturated fats, such as fish, plant oils, and nuts.  |
| 3. <u>  i  </u> Vegetables        | c. Switch to low-fat or fat-free products to get the same amount of calcium and vitamin D with less fat and calories.   |
| 4. <u>  g  </u> Food Safety       | d. Can be achieved through improved eating and physical activity behaviors.   |
| 5. <u>  b  </u> Saturated Fat     | e. Consume in moderation – one drink a day for women and two drinks a day for men.  |
| 6. <u>  c  </u> Milk              | f. Reduce daily intake to less than 2,300 mg and reduce intake to 1,500 mg among persons who are 51 and older and those who are African American or have hypertension, diabetes, or chronic kidney disease. |
| 7. <u>  e  </u> Alcohol           | g. Use precautions, such as hand washing and temperature control, when preparing and eating foods to reduce the risk of foodborne illness.  |
| 8. <u>  d  </u> Weight Management | h. Reduce intake of this by replacing sugary beverages with water.  |
| 9. <u>  h  </u> Added Sugars      | i. Eat a variety of these foods daily, especially dark green, red, and orange colors; beans; and peas.  |





National Food Service Management Institute  
The University of Mississippi

## Session Evaluation

**Instructions:**

Completely fill in the circle of your answer. Use a #2 pencil.  
Please select only one response for each statement. Do not fold or crease this sheet.

Title of Meeting: _____		Trainer's Code: _____	
Session Topic: _____		Date: _____	
Time Slot: _____	Location: _____	Length of Event (hrs/min): _____	

**Attendee Status:**

- |  |   |  |
|--|---|--|
| <input type="radio"/> District director  | <input type="radio"/> Major city director       | <input type="radio"/> Private consultant/trainer |
| <input type="radio"/> State agency staff | <input type="radio"/> Site-level manager        | <input type="radio"/> Foodservice assistant      |
| <input type="radio"/> Educator           | <input type="radio"/> Other (please list) _____ |  |

Reaction to this Session		Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree
Please read the following statements related to the session. Rate your level of agreement by using the scale 5 (Strongly Agree) to 1 (Strongly Disagree).						
1.	The session objectives were clearly presented.	5	4	3	2	1
2.	The session objectives were achieved.	5	4	3	2	1
3.	I can apply what I learned in this session to my job.	5	4	3	2	1
4.	Attending the session increased my skill on the topic.	5	4	3	2	1
5.	Attending the session increased my knowledge on the topic.	5	4	3	2	1
6.	I would recommend this session to others.	5	4	3	2	1
7.	Overall, the session met or exceeded my expectations.	5	4	3	2	1

Comments about this Session
<p><b>The information I found MOST useful was:</b></p> <hr/> <hr/> <hr/>
<p><b>Please share any additional comments:</b></p> <hr/> <hr/> <hr/>

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