

NATIONAL DIABETES PREVENTION PROGRAM

The Personal Success Tool will keep you moving forward on your journey to prevent type 2 diabetes.



WHAT YOU CAN EXPECT:

Delivered to you: After some of your classes, your lifestyle coach will email or text you a link to related modules for you to explore. Each online activity will only take a few minutes.

Easy: There is no complicated technology, log-in process, or downloading necessary. Simply click the link on any device with internet access and follow the prompts.

Private: Your responses won't be saved, and no one else will be able to access them. The Personal Success Tool is for your benefit only, to help you continue your path to success in preventing type 2 diabetes.

PERSONAL SUCCESS TOOL

Participant Overview

WHAT IS THE PERSONAL SUCCESS TOOL?

The Personal Success Tool is a group of online modules and activities to which your lifestyle coach will send you a link through email or text message. These modules are fun and include videos, quizzes, games, and other resources that will help you along your journey.

You can complete the modules on a computer, smartphone, tablet, or any other devices with internet access. The best part is that they help you keep what you've learned fresh in your mind. In turn, they help you to apply what you've learned in your daily life, bringing your changes and your progress into reality.



Ask your lifestyle coach when you will be getting the modules!



"It's great information and another great level of support that anyone can go to at any time—at their convenience."

Mary from New Mexico



You can always talk to your lifestyle coach if you have any trouble accessing or using the Personal Success Tool!



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NATIONAL DIABETES PREVENTION PROGRAM

THE EVIDENCE IS IN

People who regularly come to National DPP lifestyle change program (LCP) sessions and stay committed from start to finish are more likely to be successful in losing weight and lowering their risk of type 2 diabetes.

Your coaching skills and enthusiasm keep participants coming back and encourages them to stick with the LCP. Still, some people drop off when “life gets in the way.” The National DPP Personal Success Tool, a new web-based resource, is designed to be there for participants when you can’t be—to help them renew their commitments and feel encouraged.

PERSONAL SUCCESS TOOL

Lifestyle Coach’s Guide



WHAT IS THE PERSONAL SUCCESS TOOL?

The Personal Success Tool (PST) is a web-based resource for lifestyle coaches to use with their participants. Each of the modules reinforces LCP content in a timely way.

- You’ll send your participants links to the modules, one at a time, to match the session topics covered in your LCP.
- The PST can be accessed on smartphones (iPhone and Android), tablets, or computers.
- Participants will find encouraging messages, responses tailored for them, plus quizzes, games, and pledges they can create for themselves. They can personalize the pledges and print a copy of each to sign and keep as a reminder of their commitments.



WHEN TO USE THE PERSONAL SUCCESS TOOL

The PST is designed to follow the order of the PreventT2 curriculum, but you can use it with any CDC-recognized LCP curriculum. If you use PreventT2, the Quick Reference Guide [found in the list of PST resources*](#) shows the order in which you can send each of the PST modules and topics.

You do not need to follow the module order listed in this guide. Make sure to send the same topic of the Personal Success Tool modules as the session topic you covered in class. Use the Quick Reference Guide to help you plan when to send each link and what messages to include.

Consider sending the relevant link to each module a few days after class. Some lifestyle coaches find that it’s better to send the link later in the week, when participants need reinforcement of what they learned in class. Don’t send the link out too soon! Halfway between the weekly sessions is perfect to help reinforce what they learned in class. Make the time consistent so participants will be on the lookout.



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4 EASY STEPS TO HELP PARTICIPANTS USE THE PERSONAL SUCCESS TOOL

1 Try the PST yourself.

Before the first session, you may want to:

- Review each module, try the interactive features.
- Make sure to view the videos (in the first module).
- Familiarize yourself with the three customizable pledges.

2 Introduce the PST during session 1.

You can hand out the Participant Overview document so participants know what to expect from the PST. The Talking Points document can help you introduce the PST. You may want to mention:

- "The Personal Success Tool is a web-based tool to help you stick with the program."
- "It's easy to access on a smartphone, tablet, laptop, or desktop computer. Use it to watch videos of program participants like you and create a pledge."
- "Over the next few weeks, I will email or text you a link to a new module that will help you put into practice what you've learned in the sessions."
- "Each module only takes a few minutes."
- You can show a module in class using a tablet, laptop, or projector to help participants see how easy it is to use.

3 Tailor and send text or email prompts with links to new modules, as scheduled.

- Use the Quick Reference Guide ([found in the list of PST resources](#))^{*} to help you plan when to send each link. It also contains optional messages to send with the link after each corresponding session.
- It may be easiest to set up calendar reminders ahead of time to remind you to send out the link to each module.
- To protect participants' privacy, put participants' email addresses in the BCC line. For texting, send a separate text to each participant—not to a group.

4 Be ready to help participants who use the PST.

- Ask participants about their experiences with the PST.
- You can help increase everyone's confidence if you encourage the "early adopters" to help with problem-solving for group members who may have found the PST challenging.

WHAT THIS TOOL MEANS FOR YOU

As a lifestyle coach, you recognize the value of encouraging words, interactive exercises, timely prompts, and tailored messages.

This tool is designed to offer participants a positive experience and provide tips and information to support key sessions. You can be confident this tool is based on evidence and behavioral science principles. Participants like yours helped test and refine the modules. We expect that participants who use the PST may overcome the challenges that cause some participants to drop out.

Consider how participants may respond to the PST, what questions they may have, and what obstacles you can help them overcome. They have signed up for the LCP because they want to succeed. This tool is one more way to help participants reach their goals. Your comfort with the PST will make it easier for them to use it.

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"In the first class, ask people whether they prefer to get the PST by text or email."

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"Watch out for typos in the PST links -- copy, don't type! I usually copy and paste links into an email on my laptop, send it to my phone, then copy it into a text."

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"Get participants who are using the PST to talk about what they like about the tool and what was most helpful."

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^{*} All PST resources are available at www.cdc.gov/diabetes/prevention/resources/personal-success-tool-pst.html.

FOR COACHES

Use this worksheet to help you plan when to send each link. The schedule below shows which modules correspond to each session topic and follows the 2021 PreventT2 curriculum. Learn more about this latest version of PreventT2 at the National DPP Customer Service Center at: <https://nationaldppcsc.cdc.gov/s/article/Introducing-the-Revised-PreventT2-Curriculum>.

If you present the PreventT2 curriculum in a different order, or are using a different curriculum, send the module that corresponds to the session topic you are teaching that week. You may want to set up calendar reminders to yourself after you decide when to send each module. You can use or adapt the following messages or create your own.

Learn more about the Personal Success Tool in the **Lifestyle Coach's User Guide** available at:
<https://www.cdc.gov/diabetes/prevention/resources/personal-success-modules.html>

PLEASE SEND THE LINK TO EACH MODULE AFTER TEACHING THE CORRESPONDING SESSION

PERSONAL SUCCESS TOOL QUICK REFERENCE GUIDE		
Session Topic	Module Content	Optional Messages and Module Link to Text/Email to Participants
Introduction to the Program <i>(Session 1 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none">Information about the LCP tailored to participants' ageTestimonial videosA pledge participants can tailor and sign	Welcome again! I look forward to starting this journey with you. Stay motivated on your own time by checking out the Personal Success Tool (PST) online modules I'll send you. This week's session helps you succeed in a way that fits your age, offers videos from participants like you, and helps you create a pledge to commit to your goals. www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=1
Get Active <i>(Session 2 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none">Quiz to reinforce content from the sessionSuggested physical activities, tailored to participant goals and preferences	This week's online session with the Personal Success Tool (PST) is all about improving your quality of life by getting active. Think about how physically active you are right now. Find an activity that's right for you and make a plan for when things get in the way. www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=2



Need help with sending the links by text message? You can email the message and link to yourself and then open your email on your phone. Copy the message from your email and paste the message into a text message. Be sure to send one to each participant and not in a group chat to protect your participants' privacy.



Session Topic	Module Content	Optional Messages and Module Link to Text/Email to Participants
Track Your Activity <i>(Session 3 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Concrete steps to track physical activity Everyday activities to meet weekly 150-minute goal 	<p>This week's PST session helps you hit your physical activity goal of 150 minutes a week. Track your activity, remove obstacles, and learn what you're already doing that counts as physical activity.</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=3</p>
Eat Well <i>(Session 4 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Reminders of steps to adopt better eating habits Tips for choosing healthier foods at home or out 	<p>Let's look at what's on your plate—each healthy choice you make brings you one step closer to your goal. This PST module helps you examine how your thoughts and preferences impact your choices, and offers quick tips to make favorite recipes a little healthier (yes, you can still enjoy pizza!).</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=4</p>
Track Your Food <i>(Session 5 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Rationale for keeping a food log to double weight loss Tool to choose a personalized way to improve food tracking 	<p>Keeping a food log can double your weight loss. Now that you know how to eat healthy, let's track your food to make each meal count. Walk through this PST module to learn ways to track and keep yourself ahead of the game.</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=5</p>
Managing Stress <i>(Session 9 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Experiment with and practice healthy ways to cope with stress Brief guided meditation exercise and easy stretches for relaxation 	<p>Stress is an everyday part of life. But you can do something about it! Take a few minutes to practice healthy ways to manage stress with this quick module so you can still reach your goals.</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=9</p>
★ Second Pledge <i>(Send after week 9)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> A renewed pledge to update, print, and sign 	<p>Renewing your pledge can reconnect to your goal. What's been working well? What's been holding you back? What else do you want to work on? Go through this quick module and redefine your success.</p> <p>www.cdc.gov/diabetes/programs/preventt2/pledge.html?pledge=2</p>

Session Topic	Module Content	Optional Messages and Module Link to Text/Email to Participants
Coping with Triggers <i>(Session 11 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> · Tips to identify triggers (environmental and emotional) and tips to manage unavoidable triggers · Ideas to deal with reactions that may lead to unhealthy eating 	<p>Do certain situations, moods, or times of day prompt you to overeat or spend more time sitting? The smell of a favorite dish. An argument with a loved one. Baked goods in the office breakroom. When you're learning to make healthy choices, sometimes everyday life can throw you off track. But you can take control and learn healthier ways to respond to cues.</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=11</p>
Get Support <i>(Session 14 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> · Suggestions for how to find social support for positive changes · A Support Action Plan the participant can tailor and print 	<p>Make sure small steps become true lifestyle changes, by building a strong support network. Use this week's PST module to identify where you need support, and who you can count on to encourage you. Don't be afraid to reach out to someone when you need a nudge!</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=14</p>
Eat Well Away from Home <i>(Session 15 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> · Plans for how to eat away from home outside of daily routines · Focuses on choices before, in the moment, and after the fact 	<p>Whether you are out with friends, having a lunch break on the go, or are heading to a sporting event, sticking to your healthy eating goals when you're away from home can be a major challenge. But with the right skills and mindset, you can enjoy yourself when you're out and about and still be healthy.</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=15</p>
Stay Motivated to Prevent T2 <i>(Session 16 in PreventT2)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> · Tailored suggestions for steps to stay motivated · Ideas for beating self-defeating thoughts 	<p>What motivates you the most? Use this PST module to think about what you're doing well, and how you benefit from healthy habits. Once you really focus on what motivates you, you can set additional goals to be even more successful.</p> <p>www.cdc.gov/diabetes/programs/preventt2/quiz.html?week=16</p>
★ Third Pledge <i>(Send after week 16)</i> Session date: Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> · A renewed pledge to update, print, and sign 	<p>Renewing your pledge can reconnect to your goal. What's been working well? What's been holding you back? What else do you want to work on? Go through this quick module and redefine your success.</p> <p>www.cdc.gov/diabetes/programs/preventt2/pledge.html?pledge=3</p>

Session Topic	Module Content	Optional Messages and Module Link to Text/Email to Participants
When Weight Loss Stalls <i>(Session 17 in PreventT2)</i> Session date: <input type="text"/> Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Ways to pause and reflect on experiences, reset goals, and refresh daily routines to stay motivated Pledge 2 is included to encourage an extra step to recommit 	<p>Are you getting closer to reaching your goals? Do your goals still feel far away? Ups and downs are part of everyone's path to lasting lifestyle change. Learn how to reflect, reset, and refresh your healthy choices in this quick module to help keep you on track along the way.</p> <p>www.cdc.gov/diabetes/programs/prevantt2/quiz.html?week=17</p>
★ Pledge 2 Renewal <i>(Send after session 17)</i> Session date: <input type="text"/> Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> A renewed pledge to update, print, and sign (repeat of second pledge) 	<p>Renewing your pledge can reconnect you to your goal. What's been working well? What's been holding you back? What else do you want to work on? Go through this quick module and redefine your success.</p> <p>www.cdc.gov/diabetes/programs/prevantt2/pledge.html?pledge=2</p>
Take a Fitness Break <i>(Session 18 in PreventT2)</i> Session date: <input type="text"/> Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Practice quick exercises in the moment Messages to help overcome barriers and add activities into daily lives 	<p>Are you sitting down as you read this? We spend so much time sitting—in the car, at work, relaxing at home. Did you know that sitting for too long can lead to health problems? Short activity breaks can help!</p> <p>www.cdc.gov/diabetes/programs/prevantt2/quiz.html?week=18</p>
Get Back on Track <i>(Session 25 in PreventT2)</i> Session date: <input type="text"/> Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Offers possible solutions, a step-by-step plan, and encouragement to stay positive 	<p>Even if you're doing great on your weight loss journey, life will likely get in the way of your progress at some point. Don't give up! Make a plan now to get back on track any time you start to slip.</p> <p>www.cdc.gov/diabetes/programs/prevantt2/quiz.html?week=25</p>
Four weeks after the last core session Session date: <input type="text"/> Sent link: <input type="checkbox"/>	<ul style="list-style-type: none"> Habits of people who reach their goals Reminders for tracking and seeking support Encouragement to keep going 	<p>You already know that staying on track is the key to success. Stay consistent by creating and maintaining healthy habits, so healthy decisions just become your way of life. Explore this PST module to learn how you can make healthy lifestyle changes for long term success!</p> <p>www.cdc.gov/diabetes/programs/prevantt2/week20-quiz.html</p>



Thank you for taking the time and effort to make this tool available and for helping participants see its value in reaching their goals!

Here are some tips and talking points to help lifestyle coaches introduce the Personal Success Tool to participants.



A FEW BEST PRACTICES TO CONSIDER WHEN INTRODUCING THE PERSONAL SUCCESS TOOL

Focus on the benefits of the Personal Success Tool — it encourages participants, reinforces information learned in class, and provides tailored support to meet the needs of each individual.

Emphasize the tool's ease of use and address any technology concerns that participants may have.

Consider showing a module in class using a tablet, laptop, or projector to help participants see how easy it is to use.



Remind participants that they can reach out to you for help!

PERSONAL SUCCESS TOOL

Talking Points

FOR COACHES



OPTIONAL TALKING POINTS TO USE WITH PARTICIPANTS

What is the Personal Success Tool?

- “The Personal Success Tool is a group of online modules that will help you stick with the program.”
- “The modules have videos, quizzes, games and other interactive features that deliver personalized messages and allow you to apply the skills you’re learning.”

Benefits of using the Personal Success Tool

- “The Personal Success Tool provides the right kind of support when you need it, to help you address challenges that are specific to you.”
- “Using the Personal Success Tool will help you stay motivated when you need extra encouragement.”
- “Completing the modules will reinforce what you learn in class, helping you master new ideas, and continue to be successful in the long term.”

Easy to use

- “The Personal Success Tool is easy to access on a smartphone, tablet, laptop, desktop computer, or any device connected to the internet.”
- “There is no complicated technology, log-in process, or downloading necessary. Each module only takes a few minutes.”

What to expect

- “Over the next few weeks, I will email or text you a link to a new module that will help you put into practice what you’ve learned in class.”



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