

In terms of the duration, the workshop is for 0.2 total CEUs which is accomplished from two – one hour presentations.

Finally, in terms of tracking attendance, I coordinate ahead of time to see if folks are joining individually or as a group. If individually, I can communicate with them directly during the meeting to track attendance (the MS Teams software that we use shows the attendees). If as a group, I ask them to turn on their video briefly so that I can take attendance visually.

Thanks,