Webinar Requirements

Webinars that have been registered with the Registry can be searched for on the training calendar and filter by web-based course options. Click **HERE** to access the training calendar for trainings approved for DSS training credit hours.

SC Endeavors documents synchronous learning for individual training sessions and conferences. Below are the requirements for synchronous learning in a webinar platform for DSS training credit hours.

- o Only **live webinars** can be documented within the SC Endeavors Registry using a webinar management system (Zoom, WebEx, TEAMS Webinar, etc.). No recordings – only real-time.
- o Webinars must be a minimum of **1.0 hour.**
- o Trainer must use a webinar platform for individuals to login as a participant such as Zoom, WebEx, etc.
- o Participants must be able to **individually login** and view the presentation on their personal devices and be able to communicate by voice or by typing questions or responses. **Centers/programs are not able to use one device, share a monitor, phone, etc.**
- o Periodic prompt responses must be utilized throughout the session to encourage participation and ensure attendance. Recommendation is 2-3 interactions per hour (i.e. poll, chat box, etc.)
- o Trainers must use the platform report feature to ensure participants attended the session and attribute credit hours based on attendance.
- o All sessions must be synchronous, or live, allowing interaction between the instructor and the participant. This includes conference training, hybrid conferences, etc. If you choose to provide recorded sessions for participants, it will be for information only and not for documented DSS credit hours.
- o If a part of a session is recorded, the instructor must be live during the presentation to answer any questions related to the content and facilitate discussion/activities. A facilitator moderating a session would not be considered providing a live session. The instructor must be present.