



Guidelines for Virtual Trainings

Thank you for participating in the SCNCAC event.

Please read the Guidelines and sign the form with an electronic signature. Return to SCNCAC.

- I will connect to the ZOOM platform 15 minutes prior to the beginning of each session.
- I understand both video and audio capabilities are necessary and must be on during all portions of the course for attendance verification and for full participation credit.
- I understand a strong internet connection is required and will make alternative arrangements, if needed.
- I understand all sessions and times must be fully attended for successful course completion.
- I agree to participate in surveys, poll questions, chat rooms, Q & A discussions, and breakout sessions.
- I understand audio or video recordings and/or postings of any session is not allowed without permission from SCNCAC.
- I agree to abide by accepted netiquette norms for professionals.
- In the event of unforeseen circumstances, I understand registration may be canceled or rescheduled by contacting the SCNCAC staff via email. (lszarkowski@cac-sc.org and pmorgan@cac-sc.org)

By signing this agreement, I acknowledge I have read and understand the policy for attendance and participation.

Participant Signature and Date