# Webinar - Group Participation

## **Facilitator Instructions**

#### PRE-EVENT

- Each person attending the webinar must be listed on the "Webinar Sign in Sheet"; missing information will delay processing certificates
- Print enough Webinar Evaluation Forms for each person attending
- Print enough Webinar Hand-Outs for each person attending
- Confirm internet availability and that audio/speakers will be loud enough for group to hear

#### **EVENT DAY**

- Sign into the webinar 60 minutes prior to the event to ensure system compatibility.
- Have each participant initial the sign-in sheet and prove them with a handout and evaluation

#### POST EVENT

- Collect all evaluations and the sign in sheet, scan and to email to Nancy Morgan at nancy@wcei.net OR fax the information to 877-649-6021
- Upon receipt of both documents, CE certificates will be emailed within 3-5 business days



Start Live Chat 🥥

We are here to help. Call us at 877-462-9234 or visit www.wcei.net





## Wound Care Education Institute – Registration Sheet

WEBINAR TOPIC: Wet to Dry Good,Bad DATE: 9/27/2016 and the Options

EMAIL OR FAX COMPLETED FORM: 877-649-6021

*If hand writing in information print legibly* 

COMPANY NAME:		LAST NAME				
FIRST NAME	ADDRESS	CITY	STATE	ZIP	LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (R	EQUIRED – WCEI EMAILS ALL C	ERTIFICATES)				
FIRST NAME		LAST NAME				
· · · · · · · · · · · · · · · · · · ·	ADDRESS	CITY	STATE	ZIP	LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (R	EQUIRED – WCEI EMAILS ALL C	ERTIFICATES)				
FIRST NAME		LAST NAME				
	ADDRESS	CITY	STATE	ZIP	LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (R	EQUIRED – WCEI EMAILS ALL C	ERTIFICATES)				

#### COMPANY NAME:

FIRST NAME	LAST NAME				
ADDRESS CITY	ST	TATE Z	ZIP	LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (REQUIRED – WCEI EMAILS ALL CERTIFICA	TES)			· · · · ·	
FIRST NAME	LAST NAME				
ADDRESS CITY	ST	TATE Z	ZIP	LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (REQUIRED – WCEI EMAILS ALL CERTIFICA	TES)				
FIRST NAME	LAST NAME				
ADDRESS CITY	ST	TATE Z	2IP	LICENSE TYPE	LICENSE NUMBER
ADDRESS CITY	ST.	TATE Z	2IP	LICENSE TYPE	LICENSE NUMBER
		TATE Z	21P	LICENSE TYPE	LICENSE NUMBER
ADDRESS CITY EMAIL ADDRESS (REQUIRED – WCEI EMAILS ALL CERTIFICA		TATE Z	21P	LICENSE TYPE	LICENSE NUMBER
		TATE Z		LICENSE TYPE	LICENSE NUMBER
		TATE Z		LICENSE TYPE	LICENSE NUMBER
		TATE Z		LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (REQUIRED – WCEI EMAILS ALL CERTIFICA	TES)	TATE Z		LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (REQUIRED – WCEI EMAILS ALL CERTIFICA	TES)			LICENSE TYPE	LICENSE NUMBER
EMAIL ADDRESS (REQUIRED – WCEI EMAILS ALL CERTIFICA	TES)				
EMAIL ADDRESS (REQUIRED – WCEI EMAILS ALL CERTIFICA	TES) LAST NAME ST				

### Wound Care Education Institute

Webinar Sign-In Sheet



Topic:	Meeting Date:
Speaker:	Location:

Full Name (Print)	Signature

#### **PARTICIPANT EVALUATION FORM**

Sponsoring Agency: Wound Care Education Institute

Title of Activity: Wet to Dry Dressings the Good, Bad and Options

Instructor: Don Wollheim MD, FAPWCA, WCC, DWC

Live Webinar	Nationwide	9/27/16				
Location	City/State		Date			
Please assist us in evaluating this program and planning future programs by completing this evaluation form:						
<u>Please use the following rating scale for the questions below and circle the appropriate number.</u> To a Great Extent (4) To a Moderate Extent (3) To a Slight Extent (2) Not at all (1)						
			,			
As a result of this Program I	feel I have achieved the following objectives:					
-	nniques and interventions for pressure ulcer ulcer location and characteristics		4	3	2	1
Discuss 3 topical press	ure ulcer treatment options based uponulce	r characteristics.	4	3	2	1

Please use the following rating scale for the questions below and circle the appropriate number: Excellent (4) Good (3) Fair (2) Poor (1)						
1. What is your overall evaluation of this program?			3	2	1	
2. How well did the program contribute to a better understanding of the topic presented?			3	2	1	
3. Rate the relationship of the objectives to the overall purpose or goal of the activity.		4	3	2	1	
4. Were the audio-visuals helpful?		4	3	2	1	
5. How do you rate the physical facilities?		4	3	2	1	
6. The hand-out materials were appropriate.		4	3	2	1	
7. Teaching Expertise of Presenter		4	3	2	1	
8. Appropriateness of Teaching Strategies		4	3	2	1	

9. What changes would you make in the course?

10. Would you recommend this program to your colleagues? Why or why not?

11. Please provide suggestions for future courses (content/faculty/level of material).

Name (Optional)