

ANPD Webinar FAQ

The ANPD/Lippincott webinar series is **FREE** to ANPD members! [Become a member today!](#)

1. How do I register for a webinar?

- a. Log in to your ANPD account at www.anpd.org.
- b. Hover over the Professional Development dropdown menu and click [Webinars](#).
- c. Click on the “Register for the next webinar” link for the upcoming webinar.
- d. Add the webinar to your cart and complete the checkout process.

2. What is the difference between the LIVE webinar and the RECORDED webinar?

- a. LIVE webinars are viewed only during the live broadcast of the webinar. If you watched the full live webinar during its live broadcast, then you will complete the evaluation for the LIVE listing. The LIVE webinar will be available until the end of the day following the day it was presented.
 - If you are unable to complete the LIVE webinar evaluation on the day of the webinar, you can enroll in the RECORDING the next day to complete the evaluation for your contact hour(s). Please see the bullet below for further info on RECORDED webinars.
- b. RECORDED webinars are the archived recordings of previous live webinars. If you were unable to attend the live webinar, you can watch the RECORDED webinar for a 30- day period after the live webinar and complete the evaluation for the RECORDED webinar.

3. When/how will I receive webinar access information?

- a. You will receive an email with an enrollment confirmation link. Please wait a few minutes after receiving the email, then access your [Professional Development Center](#) and the webinar will be located in the “My Courses” widget.
- b. To access the Professional Development Center, log in to your profile on the ANPD website, www.anpd.org, then hover over the Professional Development dropdown menu and select “[Professional Development Center](#).” On the next page, click the “Enter the Professional Development Center” button.

4. How do I complete the webinar evaluation to earn contact hours?

- a. Complete the evaluation immediately after viewing the webinar in the Professional Development Center by clicking on the evaluation link on the left side of the webinar window.
- b. Group viewing will not result in contact hours for the entire group. Anyone who wants to earn contact hours must log in to his/her own account to view webinars and earn contact hours.

5. How many contact hours can I earn?

- a. Each webinar in the series awards one 1.0 contact hour upon completion of the webinar evaluation.

6. How do I access webinar recordings?

- a. Webinars are accessible as archived recordings for a 30-day period following the live presentation. ANPD members can access the recordings free during this period.
- b. Login to your ANPD profile (www.anpd.org) and [search](#) for the webinar you are interested in, or [browse](#) our full list of recorded webinars and convention recordings. If you open the listing of any recording, click "purchase now" – once you check out of your cart, you can launch the webinar from your [Professional Development Center](#). Please make sure that you are launching the recorded version, and not the live version, and you will be ready to watch.

7. How can others who viewed the webinar with me earn contact hours?

- a. Complete the group webinar viewing form and email to info@anpd.org
- b. ANPD staff will provide instructions for how viewers can complete the webinar evaluation.
- c. Group Webinar Viewing only applies to webinars that are \$0 for members.

**Please note: Some institutions may have various firewalls that prevent you from accessing the ANPD Professional Development Center or the webinar platform. Please check with your IT department to make sure you will be able to access the Professional Development Center and the Zoom platform. Please turn off pop-up blockers and do not use Internet Explorer if possible.*