WWBA CLE – Zoom program requirements

(One-time, non-recorded program)

1) Each participant is required to complete and return an Attorney Affirmation with the course evaluation - in lieu of the sign in sheet.  Electronic signatures are acceptable.

2) A code should be embedded and announced at random during and at the end of the program.  Attendees to enter this information on the Attorney Affirmation.

3) The system used (eg., Zoom) must have the ability to track attendees participation by recording the time each attendee logs in, logs out and total time spent online.

4) The system used must have the ability to generate a spreadsheet of attendees with email addresses

6) The usual WBASNY fee of $10 per certificate is due

7) Our executive director, Elisabeth Campos will provide the zoom link to all attendees prior to the program

8) Course materials should be provided electronically to each attendee at the time of the program

9) The usual items required to obtain CLE

Programs to be recorded for the WBASNY library

1. All items listed above
2. In advance of the program, the registration form must be returned with a statement about being recorded – "As an attendee and participant, I hereby acknowledge that my image and/or video may be photographed, videotaped, and/or recorded and reproduced by WBASNY without remuneration" and they have to indicate whether they agree or disagree.
3. $10 WBASNY certificate fee is waived
4. The program can run through WBASNY webinar software (not required)