## https://education.hospicecompliance.com/

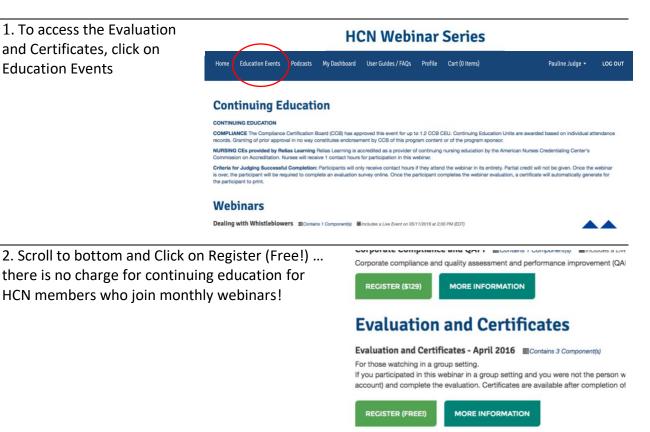
**User Guide: Group Viewing** 

**EXPLANATION:** Accessing the evaluation and continuing education certificate(s) is different for those watching in a group. Archived recordings are available only after having the component loaded to a

user's Dashboard. This feature is available to HCN members only. Other education events are sold by and managed by individual paid registrant.

When participating in a webinar in a group, only the person logged in and launching the webinar can get an evaluation and a certificate issued in their name. Other participants can log into their own education portal account and complete the evaluation and print certificate(s) in their name. Archived webinar links and handouts are not available using this option. To have the archived recording loaded to a user's Dashboard, please call (866) 969-7124 or email info@weatherbeeresources.com The group evaluation includes a participation attestation statement. Evaluations are open for 45 days after conclusion of the live webinar.

1. To access the Evaluation and Certificates, click on **Education Events** 



3. Click on "Add to Cart and Check Out Now"

4. Click on "Complete Registration"

## **Your cart**



5. Click on "View Product" to launch evaluation

## **Registration Complete**



6. Click on "Fill Out Survey"





7. Certificates available by clicking on "View/Print Your Certificate"

## **Evaluation and Certificates - April 2016**





✓ You are registered!