

CPTP Training Coordinator Webinar

September 6, 2016

A. Updates

- **Training deadline extension until September 7th due to the flood**
- **Commission to decide when to suspend deadlines**
***Commission did not extend deadline**

B. Fillable Manuals

- **CPTP in process of revising course manuals to fillable format**
- **Can be printed as is or accessed on cellphone, tablet, or laptop**
- **Free to use**
- **Instructions will be posted on website soon**

C. Master Trainer Certificate

- **Program to help those for whom training is not the primary duty**
- **Can self subscribe**
- **Open to anyone**
- **Available in LEO**
- **Master Trainer assessment**
 - **Web-based**
 - **Must be enrolled by CPTP personnel**
 - **Once prerequisites taken, contact CPTP to be placed on assessment list**

D. Success Series (2nd season)

- **Topics came from Survey Monkey results**
- **Register in LEO**
- **1st session is on October 20, 2016**

E. New Course Release

- **Basics of Instructional Design**
- **Teams 3 (ILT)**
- ❖ **Prebook in LEO for these and any other courses of interest**