

How to Claim Connect Pacific Northwest 2019 Continuing Education Credits

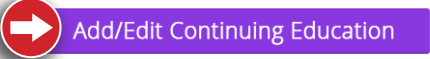
Because Connect is a CMP Preferred Provider, education from this event has been pre-reviewed by the Events Industry Council and requires no additional documentation on your part. Approved sessions are added automatically to your portal account; all you need to do is edit each Preferred Provider record and indicate the number of clock hours of education you attended and are claiming.

Log in to your account at eventscouncil.org to actively claim CE Hours uploaded to your portal account.

Click “Add/Edit Continuing Education”




My CMP Continuing Education


Session Course/Title	Date	Reported By	Clock Hours
Connect Event Session 1 - Jane Smith	10/12/2018	Events Industry Council	0.00
Connect Event Session 2 - Jane Smith	10/24/2018	Events Industry Council	0.00
Connect Event Session 3 - Jane Smith	11/15/2018	Events Industry Council	0.00



Click “Edit,” claim the # of hours attended and click “Continue”

+ Add

Session Course/Title	Date	Reported By	Clock Hours		
Connect Event Session 1 - Jane Smith	10/12/2018	Events Industry Council	0.00	 Edit	Delete
Connect Event Session 2 - Jane Smith	10/24/2018	Events Industry Council	0.00	 Edit	Delete
Connect Event Session 3 - Jane Smith	11/15/2018	Events Industry Council	0.00	 Edit	Delete

Back
Cancel
Save and Exit
Continue 

Reference the following table when uploading information for sessions attended to your EIC portal account:

Session Course/Title	Date	Domain	Hours
Bringing Mindfulness to Your Meetings	12/3/2019	G: Meeting or Event Design	1.00
Social Media in Crisis Communications	12/3/2019	C: Risk Management	.75
Stakeholder Makeover	12/4/2019	F: Stakeholder Management	.75