## Webinar Technical Assistance Assessing Impact, Part I and Part II

The webinar will be conducted on Monday, March 21, 2011 from 2:30 p.m. to 3:30 p.m. and Wednesday, March 23 from 9:00 a.m. to 10:00 a.m. Approximately 10 minutes before the presentation starts on March 21, 2011 please access the webinar site at:



This address will not be available before or after the Webinar.

**REMINDER!** The computer used for the webinar must have the appropriate software in order for you to participate in the webinar. Be sure to check your computer's readiness prior to the date of the webinar by following these steps:

- 1. Supply the participant with a headset (microphone and ear phones).
- 2. In advance of the Webinar date, check your computer by going to <a href="https://www.elluminate.com/support">www.elluminate.com/support</a>. At this site, the system will notify you whether the Java application is already on your computer. If it is not, you may download it free of charge.
- 3. Continue following the directions to check your computer's audio system, both spoken and heard.

## ASKING QUESTIONS DURING THE WEBINAR—FOLLOW THESE STEPS:

- 1. During the webinar, if you wish to ask a question, you may post a question in the chat room and questions will be forwarded to the presenter.
- 2. Additional options for asking questions will be reviewed during the webinar dependent on the number of participants. If the number of participants is small, you may be asked to click once on the *hand* icon.
- 3. Wait until the moderator recognizes you; when you are given the go-ahead to ask your question, click once on the *microphone* icon and then ask the question.
- 4. After asking your question, immediately click on the *microphone* icon to release it so someone else can ask a question. Listen to the response.

## **TEAM VIEWING OF WEBINAR:**

To get the maximum benefit from each webinar, you are encouraged to view it in teams. For example, you may convene local or school professional development committees or school teams to view the webinar together. Collective viewing of the webinars can be an excellent vehicle for stimulating discussion and collaboration around teaching and learning goals. Because only one computer can access the webinar, if arranging for a team viewing, you may want to project the image and audio to the audience. This can be done when viewing the live or downloaded version. Another suggestion for using the webinar is to design a presentation for local or school-level professional development committees or other teams of educators by customizing the Powerpoint slides available on the web site.

If you have questions regarding participation in the Webinar, please call 609-292-0819.