

CPTP Training Coordinator Webinar

January 8, 2019

Guest: Ammy Ard

Updates

- **PSH Courses**
 - Glitch 1st of year
 - Anyone who took course Jan. 1-Jan. 3 did not get credit
 - Send CPTP the certificate to get credit on transcript
 - Jan. 4-issue resolved and should be getting credit
 - Jan. 4-forward course credit usual problems; payroll, tech requirements, etc.
 - Check transcript to be sure credit is not there, and wait 24 hours before contacting us
 - **Check credit on transcript before send the certificate to CPTP**

- **Common issues that may affect credit**
 - Internet Explorer should be used when taking the PSH course
 - If “next” or “continue” button don’t work, compatibility mode is needed
 - If video is Google Chrome is not working, FLASH needs to be turned on

Success Series Webinar

- January 17th 2019
- Topic: APPY HOUR
 - How we use apps
- 3rd Thursday of the month at 1pm
- Register on website

New Supervisory Preventing Sexual Harassment Course

- New law requires supervisors take an additional hour
- Supervisors have to take both courses of PSH
- Same due date as PSH-calendar year unless agency specific