

## EC-TIIS Workshop Participation

### Certificate of Completion Option

A Certificate of Completion is available for participation in the EC-TIIS Workshops. Contact hours are earned by reviewing content in one or more workshops and completing requirements listed below.

Number of contact hours available for reviewing workshop content:

Adaptations - 2 hours	Family Participation – 2 hours
Computer Environment – 1 hour	Math, Science, Social Studies – 3 hours
Curriculum Integration – 2 hours	Software Evaluation – 2 hours
Emergent Literacy – 3 hours	Technology Assessment – 2 hours
Expressive Arts – 3 hours	

If you would like to earn more contact hours, refer to *Requirements for Additional EC-TIIS Workshop Credit: Performance Indicators*. Hours can be earned according to work completed.

Once you review the desired number of workshops, complete the following steps to receive a Certificate of Completion:

1. Complete *Post Assessment* from EC-TIIS *Progress Page* (click *Check My Progress* in upper right hand corner of any workshop page) for **each workshop** you have reviewed.
2. Answer *Exit Survey* questions from EC-TIIS *Progress Page* for **each workshop** you have reviewed.
3. Complete one *Workshop Evaluation* (click *Evaluate Workshop* in upper right corner of *Progress Page*). The form will ask which workshops you reviewed. Only one Evaluation needs to be completed.
4. Send e-mail message to Carol Schneider, [CL-Schneider@wiu.edu](mailto:CL-Schneider@wiu.edu), requesting Certificate of Completion. Please list workshops and any additional Performance Indicators you have completed. You will receive your Certificate via e-mail in one to two weeks.

**Note:** Each person requesting credit or a certificate must use his/her own e-mail address to Login and participate in EC-TIIS Workshops.