ENGINEERING-PDH.com
ONLINE CONTINUING EDUCATION

VIDEO MEETINGS: TECHNICAL SETUP & TIPS FOR PROFESSIONALISM TRAINING 2023

Main Category:	Personal Development
Sub Category:	Computer Skills
Course #:	PER-T101
Course Content:	Interactive/Video Course
PDH/CE Hours:	2

INTERACTIVE/VIDEO COURSE

COURSE OBJECTIVES

The objective of this educational course is to educate the user on how to be professional during a video meeting or call. Knowing how to take or facilitate a video call is a necessary skill in today's business world. Mastering professionalism during a video call can be learned with some easy steps which you will learn in this course. By the end of this course, you will know how to: Be prepared before you begin a video call; Setting up your background, camera, lighting, audio; How to present yourself professionally in a video meeting; & Various options that can enhance your video call.

COURSE DETAILS

This course is an interactive/video course where the user learns through video explanations as well as interactive slides and modules. If you require a timed & monitored version of this course, you can select that option before you start the course. You can take the course anytime and anywhere, on any device. This course is completely self-paced, so you can start and stop and set your own pace. If you need to take a break during the course, you will be able to pick up at the point where you left off. At the end of the interactive/video course, you will have a completion exam to ensure you learned the material which was presented. Upon scoring a 70% or above on the end exam, you will receive a completion certificate with your name, PE#, and the date on which you completed the exam. We also keep a copy of all certificates indefinitely.

START INTERACTIVE COURSE

PER-T101 (2 HR) - VIDEO MEETINGS: TECH SETUP & TIPS ON PROFESSIONALISM

To go directly to course Online Exam: **GO TO ONLINE EXAM**

Timed & Monitored Course (Ohio Only): **SELECT TIMED & MONITORED**