Webinar Information

Logging in early to the webinar allows time for troubleshooting if necessary. For connection issues, please contact our administrative partner, the Florida Insurance School Continuing Education (FISCE), at 800-786-4303.

Random attendance checks occur each hour of the presentation. **You must reply to every attendance check and be online for the entire duration** of the webinar to earn CE credits

Minnesota Department of Commerce has very stringent rules regarding webinars and receiving continuing education credit. You are not allowed to watch the webinar in a group but need to do so alone on a computer or device, so that you can click the prompts throughout the webinar confirming you are in attendance. The webinar can not be watched in full screen mode because you will not receive the prompts confirming your attendance. It is critical that you check the prompts or you will not receive CE credit.

Once the course is complete, the CE will be uploaded to Sircon within 48 hours of the course, no need to complete any additional paperwork.

Accessing the Webinar - If you have trouble logging in or other issues concerning the live webinar, please call our administrative partner, the Florida Insurance School Continuing Education (FISCE), at 800-786-4303.

IMPORTANT: Review the following items before the scheduled start time.

All WEBINAR's are scheduled for Centeral Time

Before connecting to the Webinar, review the following:

- 1. We recommend you connect 30 minutes early in case time is needed for troubleshooting purposes. All attendees are in "listen-only" mode so there's no need to test your microphone or webcam. After clicking the link above to enter, if prompted, type in your first and last name and email address.
- 2. Audio will come through your computer's speakers. If your computer's speakers are not functioning properly, we recommend connecting via a mobile device for audio.
- 3. Connecting to this Webinar through a remote office connection/VPN may cause connection challenges. For this reason, we recommend connecting to this Webinar outside of your remote office connection/VPN.

To be eligible for CE/attendance credit, attendees must be registered and respond to TWO onscreen attendance polls per hour. Should you experience an internet/power outage, to avoid losing credit, we recommend installing the Zoom application on a cellular-enabled mobile device as a backup.

If you have connectivity challenges:

Email tech support: support@fisce.com

From within the Webinar, send message via the Chat feature

Call tech support (FISCE): 800-786-4303 or 850-222-4303

<u>Cancellation Policy:</u> All cancellations must be done in writing, 24 hrs prior to the webinar start in order to receive a refund less the non-refundable credit card processing fee. Any cancellations after that time will not be refunded.

Please visit <u>www.miia.org</u> for all your insurance agent needs. Thank you and we hope you enjoy the webinar. If you are unable to reach FISCE you can contact Amy Rau our Education Director at <u>arau@miia.org</u>, 763-235-6460 or 612-232-3169.