

Thank you for visiting the new CE by Design Website and Training Calendar

Please follow all guidelines for the new order procedures
Links to join webinars are no longer emailed to attendees.
Please follow all steps and directions below.

- Go to the View Calendar page and choose the course/s you want to complete.
- Add to cart.
- Add to calendar with four calendar choices is the link below add to cart.
- When you're finished shopping follow to check out and include all required information.

- You will receive a system generated receipt for your purchase.
- You'll receive a second system generated email with subject line:
 "Your CE by Design Order Is Now Complete."
That email includes the meeting number and password to join each webinar through Go-to-Meeting.
- Please retain that email so you will have links and passwords to join each webinar you purchased.
- ***If both emails are not received, please check junk/spam and all files/folders.***

- Please join 15-20 minutes before the webinar begins.
 - Go-to-Meeting website, www.gotomeeting.com, enter the meeting number and password.
 - Enter your first name and last name so you're included on the attendee roster.
 - Next, join with your audio choice.
 - Be ready to begin at the start time – so start early.
 - Join with devices that are plugged in for the longer webinars.
 - Devices with batteries that run down during the webinar will need to be rescheduled.

State rules require Webinar access restriction at the start time.

Late attendees will need to reschedule. The fee reschedule link is on the Service page of the Website.

CE credits are posted with the state, and a certificate is sent by email for each webinar completed.

Questions should be emailed to dana@cebydesign.com.

Thank you for your continued support.