

Thanks for your interest in attending training with us and viewing some of the free webinars in our Holding Space for Self and Others series.

I hope the content, exercises and learning processes in these will help you and add value to your work.

We want to make it as simple and fast as possible for you to gain a Certificate of Attendance for viewing any of these webinar recordings.

There are two main steps to this. The first is to access and successfully complete the quiz associated with the webinar you viewed.

The second step is to enter all the details of the webinar you viewed into a document that will automatically and immediately create your Certificate of Attendance.

To make this even easier, I have broken this down into 8 simple steps.

I hope this is helpful and hope you can continue to enjoy these reccordings. Please come along to the live ones when you can also (you can win prizes!) and tell your friends and colleagues!

Kind regards,

Jacki Short



#### Step 1

After you have watched the webinar recording, click on the blue link to go the quiz.

### **Available Free Webinars** Final edited version SCC. #1 - Holding Space for Self and Others Presenter: Jacki Short In this episode, Jacki Short shares the challenges of helping others in the mes of crisis (that COVID-19) presents for all of us. Hear how she uses Mitchell's model of crisis intervention to hake practical decisions about how we can best help ourselves and others Slides Resources Quiz for PD Certificate Holding Space Webinar ... #2 - Practical Issues for Tele-Play Therapy Special Guest Presenter: Dr Eliana Gil In this episode, special guest Dr Eliana Gil shares practical ideas and strategies for self-care as well as online therapy with children and families. Hear how she "shakes it off" and her thoughts around ethical engagement online. Slides Resources Quiz for PD Certificate No 3 Holding Space for #3 - Holding Space: Nature Based Therapy Special Guest Presenter: Jamie Lynn Langley In this episode, special guest Jamie Lynn Langley shares practical methods to "Get Grounded, Get Going and Get Growing" for our own self-care and support of others. Hear how she uses nature based activities in 'real space' as well as online. Additionally, learn 7 tips to help unplug from online work.

Slides Resources Handout Quiz for PD Certificate

#### Step 2

Complete the quiz. It looks something like this:

### Quiz for Holding Space for Self and Others #1

Only questions 1 - 5 will be marked



1. Which of the following best describes crisis intervention

- O Intervening to prevent a crisis from happening
- O Emotional support only to someone experiencing a crisis
- $\bigcirc$  Temporary support and entry into the life of individuals during a crisis



#### Step 3

If you get 80% or more answers correct in the quiz, (that is 4/5 right), you will automatically see a screen like this below that starts with 'Congratulations!' (If you don't get 80% or more, you have the option to do the quiz again.) **IMPORTANT** You need to copy the web link, into your browser (eg Google). This weblink starts with https: **Copy and paste the whole link into your browser**.



2. Simplicity is important during crisis intervention because



#### Step 4

As soon as you enter the web link into your browser (eg Google), this next screen (below) will appear. This enables you to produce your own Certificate of Attendance. Enter the email address you want your Certificate sent to. Record exactly what you have viewed. What you write here is what will be on your Certificate. We check these weekly.

Thanks very much for attending one of our events recently. In Certificate of Attendance for this specific event, please choor relevant to your course that you participated in. Please ensur and ACCURATE, as this will be the exact wording on your cer Course etc. If you need to clarify further details about the course - you can https://www.artandplaytherapytraining.com.au/	n order for you to create your se the fields below that are re all information is CORRECT tificate. eg. Name of Presenter, an refer to our website -
switch accounts	🐼 Draft saved
Email *	
Sydney Centre for Creative Change	
SydneyCen for Creative Char	<b>bre</b> Ige



#### Step 5

When you have completed all information for your Certificate of Attendance, click the purple button at the end to 'submit'.

For participation in the event below: *	
Please type the name of the course you participated in - you can use our website once again to clarify <u>https://www.artandplaytherapytraining.com.au/</u>	-
Holding Space for Self and Others Webinar #1	
Date *	
Please add the date of the event that you attended eg. 4th August 2021 or if you attended was more t one day please put in 4th-5th August 2021	han
2nd February 2022	
Duration *	
Please put the entire time of the event for e.g. 1 hour 30 mins	
1 hour	
Presented By *	
Please add in the presenter's Full Name - you can also access this on our website to capture the corre details - <u>https://www.artandplaytherapytraining.com.au/</u>	ct
Jacki Short	
Submit	r form
ever submit passwords through Google Forms.	
This content is neither created nor endorsed by Google. <u>Report Abuse</u> - <u>Terms of Service</u> - <u>Privacy Polic</u>	Ĺ
Google Forms	



#### Step 6

After you have submitted your 'Certificate of Attendance' details, this is the next screen you will see. This indicates an email will be sent to you within minutes with your Certicate of Attendance.



#### Step 7

This is an example of the email you will receive with your Certficate of Attendance attached as a pdf document.

	Jane	CPD Lover's certificate of completion for Holding Space for Self and Others Webinar #1
Î	S	sydneycentreforcreativechange@gmail.com Tue 1/02/2022 5:05 PM To: You Jane CPD Lover certificat 31 KB
		Congratulations Jane CPD Lover on completing Holding Space for Self and Others Webinar #1. Please find attached a certificate in recognition of your accomplishment. Regards
		Administration for Sydney Centre for Creative Change



#### Step 8

Hurrah! You did it! This is what your Certficate of Attendance will look similar to. It will have the exact details you entered.

