

Pesticide Continuing Education Terms and Definitions

In-Person Event

Gatherings at a physical location proctored by the sponsor or their designee.

- Example: A training that people attend by gathering in a conference room. The sponsor is physically present and speakers deliver their presentations either on-site or virtually.

Live Webinar Event

A training that is hosted live in which content is delivered virtually (i.e., remotely) on a web-hosting platform (e.g., Microsoft Teams, Zoom, GoToMeeting, etc.) and accessed by attendees from locations not proctored by the sponsor or their designee.

- Example: a webinar viewed on mobile device or computer from home.

Hybrid Event

A training hosted live with both in-person and live webinar components. These events must have distinct in-person and live webinar sessions, since attendance and engagement are tracked through independent methods.

- Example: a training that some people attend by gathering in a conference room proctored by the sponsor, and others view as a webinar on their mobile device or computer from an un-proctored location such as their home.

On-Site Host/Moderator

The person who proctors in-person sessions and ensures that only individuals that were present and engaged for the duration of the training sign the signature sheet. For live webinars, this individual generally facilitates capturing attendee data to verify attendance and engagement.

Session

In-person and live webinar events that are two or more hours in length may be broken up into “sessions”. A session is a portion of an event where attendance will be tracked independently. Large, multi-hour or multi-day events, or those with concurrent presentations, are often broken up into multiple sessions to accommodate different target audiences, breaks, etc. At a minimum, a session must include at least 50 minutes (one credit) of time on qualifying topics. Attendance must be tracked separately for each day of an event (one session per day).

Sponsor

The person organizing the event who is responsible for the event administration and delivery, including meeting ODA requirements for continuing education events.

