

CPD Webinar/DVD & CD FAQs

the
SOLICITORS
group

WE ARE **NEVER BEATEN ON PRICE**

What are CPD Webinar/DVDs & CDs

Our CPD Webinar/DVDs have been developed based on the traditional Webinar concept but have the benefit of being pre-recorded. This not only means we are able to offer a service that can be viewed at your convenience but also means no technical glitches. Sessions can be viewed online or on DVD. Our CPD Webinars/DVDs are also available as CPD CD for those who prefer to simply listen.

Other benefits include:

- Fully visual with speaker on screen
- Full notes provided
- One hour CPD per Webinar/DVD
- Pre-recorded to avoid technical problems
- Build a DVD library
- Packages to suit your firm
- Call for a firm wide quote
- Fully accredited by the SRA, BAR, CLC and ILEX

How do I watch a CPD Webinar?

On booking delegates will be provided with a web address to visit, a username and password for our CPD Portal. On logging in delegates will have access to the CPD Webinars they have purchased and be able to view the sessions online. Once the session has been viewed delegates will then answer Multiple Choice Questions based on what they have watched in order to gain their 1 hours CPD. Full details about/for using this service will be provided on booking.

How do I watch a CPD DVD?

The CPD DVDs that you purchase are put onto a DVD once available and posted to you at the address provided. To view the sessions simply play the CPD DVD in a DVD player or a PC with a DVD drive. Once you have watched the CPD on DVD log onto the CPD Portal using the details provided on booking and follow the onscreen instructions to complete your CPD by answering Multiple Choice Q&As. Full details about/for using this service will be provided on booking.

How do I listen to a CPD CD?

The CPD CDs that you purchase are put onto a CD once available and posted to you at the address provided. To listen to the sessions simply play the CD in a PC. Once you have listened to the CPD CD log onto the CPD Portal using the details provided on booking and follow the onscreen instructions to complete your CPD by answering Multiple Choice Q&As. Full details about/for using this service will be provided on booking.

For further information call us

▶ **CALL** : 01332 226601 ▶ **EMAIL** : enquiries@thesolicitorsgroup.co.uk

▶ **VISIT** : thesolicitorsgroup.co.uk

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How much do CPD Webinar/DVD & CD cost?

For the latest pricing visit the website or call us on 01332 226601.

How many CPD points will I achieve?

Each CPD Webinar/DVD & CD accredits delegates with one CPD point.

How do I make a booking?

Bookings can be made by telephone on 01332 226601, email at enquiries@thesolicitorsgroup.co.uk or online at www.thesolicitorsgroup.co.uk

Will I receive a booking confirmation?

Yes. You will receive written confirmation and an invoice within 48 hours of booking.

Do the CPD Webinar/DVD & CDs have an expiry date?

No, there is no expiry date although please note that our back catalogue may include out of date cases and updates depending on the topic covered. CPD Webinar/DVD & CDs are to be used as training materials only and should not be used as a basis for giving advice.

Can I keep the CPD DVDs & CDs?

Yes. The CPD DVDs & CDs are yours to keep.

Do I get any notes with my CPD Webinar/DVD & CD?

Yes. Notes can be downloaded from the CPD Portal.

I've booked the Multi Delegate package, how do my colleagues claim their CPD hours?

Delegates on the Multi Delegate package can add on colleagues via the CPD Tracker on the CPD Portal. This allows you to track your team's CPD, monitor their progress and add delegates to packages. Full details on how to action this will be provided on booking.

How long until I receive my CPD Webinar/DVD & CD

CPD Webinar/DVD & CDs will become available throughout the CPD year. Once they are available CPD Webinars will be instantly available. CPD DVD & CDs will be posted and with you within 10 working days.

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Do I have to make payment before I receive my CPD Webinar/DVD or CD?

Yes. An invoice will be sent out within 48 hours of booking. Once payment has been received you will receive an email advising of your log in details and in the case of DVDs and CDs will post them to you.

Do I get a CPD Certificate?

Yes. Once you have successfully completed the Multiple Choice Q&As via the CPD Portal you will be emailed a certificate to download and attached to your CPD record internally. Alternatively, certificates can be viewed within your CPD Tracker on the CPD Portal.

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