



I. MDI WEBINAR PRESENTER RESPONSIBILITIES

A. Peer Assignment

1. Send fellow interns the preparation assignment one week prior to your webinar presentation

B. Objective questions

1. Write 10 multiple choice, true/false questions relating to your webinar topic
2. Submit the questions to Coleen by the Sunday BEFORE your presentation date
3. Coleen posts on D2L for completion

II. MDI WEBINAR PARTICIPANT RESPONSIBILITIES

A. Come prepared to every webinar!

1. Each week one intern will be the host intern and provide the welcome and "Shout Out".
2. Interns are involved in the webinar – you must submit at least one question on the GoToWebinar site during the webinar to be included in the post webinar discussion session.
3. Ideas to help keep your focus and contribute to the post webinar discussion – complete the pre-webinar assignment, come with information ready in hand, take notes during the webinar, and answer/ask questions, add comments, express ideas, etc. – contribute to the discussion!
4. Complete the speaker feedback survey on D2L by Friday after the presentation.
5. Complete the post-webinar quiz on D2L by Friday after presentation.