**InLab Workshop Extra Credit – 25 Points**

This worksheet is designed for you to record and report about the workshops you have attended. To prepare for the workshops, review the tasks below. Make sure you get a picture of yourself attending the Zoom workshop. You will need to include this along with the PDF registration tickets you will receive via email.

**Step 1:** Fill out the table below

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| --- | --- | --- | --- | --- |
| Workshop Title | Workshop Date | Facilitator Name | Question I asked the facilitator | Response from the Facilitator to My Question |
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**Step 2:** Write up a summary for each workshop

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| --- | --- | --- | --- |
| Workshop Title | Workshop Date | Facilitator Name | Workshop Summary: What was the workshop about? How long did the workshop last for? How many other people attended? What did I learn? Would I recommend the workshop to others? Explain your answers |
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**Step 3:** You will receive an email confirmation after you register for each event. That email will contain a PDF ticket, like the one shown on the left. You must attach each of the PDF tickets to your summary, along with this document and try to include a picture of you attending the workshop (Take a picture of yourself on the screen).

Step 4: Send an email to the facilitator after the workshop has ended, thanking them for the presentation. Make sure to BCC or CC me ([agold3@hccfl.edu](mailto:agold3@hccfl.edu)) with that email.