

To receive CEU credit for a session:

- Attendees will need their [ATRA sign-on](#) and [password](#) used when registering for the symposium.
- Attendees must “**sign-in**” at the beginning of the session using the QR Code provided by the presenter. (instructions below)
 - **Attendee Sign-In**
 - To check in to each SRTS session, please scan the QR code provided by the presenter.
 - Each session is provided with a unique QR code for both check-in and the check-out process.
 - Begin by opening your camera (photo button) on your smart device.
 - Focus the camera on the QR code by gently tapping the code.
 - Follow the instructions on your smart device screen to complete the action. You will be redirected to the ATRA login page to sign in.
- Attendees must “**sign-out**” by using the QR Code provided by the presenter **and** complete a short session evaluation following the end of the presentation. *Each attendee’s response is necessary to meet the interactivity requirement required for CEU’s.* (instructions below)
 - **Attendee Sign-Out**
 - To access the survey at the end of each session, attendees may scan the QR code provided.
 - Begin by opening your camera (photo button) on your smart device.
 - Focus the camera on the QR code by gently tapping the code.
 - Follow the instructions on your smart device screen to complete the action.
 - You will be redirected to the ATRA login page to sign in.
 - Submit the short session survey.
 - CEUs will be available upon successful completion of each session via ATRA’s website.
- **Review your CEU Transcripts upon successful completion of each session via the ATRA platform to ensure you received credit.**
- CEU transcripts will be available upon successful completion of the course evaluation(s). To view your CEU Transcript, click on your name in the top right corner of the screen, and view your “certificates.” Feel free to print your transcript for your records. ***CEU Transcripts will not be mailed by ATRA.***
- SRTS Board Members are available for assistance.