



Virtual Continuing Education Attendance Requirements

It is the intent of The Greater Boston Association of REALTORS® to present our members with the best virtual learning experience possible. GBAR will comply with the continuing education requirements set forth by the Massachusetts Board of Registration of Real Estate Brokers and Salespersons and the Greater Boston Real Estate Board's Center for Professional Development.

We will strictly enforce the following virtual classroom etiquette.

You **MUST**:

- attend with your camera on and remain visible
- must be indoors
- remain stationary and keep your camera stationary
- not be driving or riding in a vehicle
- be logged in on time and present in the above conditions

We want to make the experience of attending a virtual course the same as if you were in a physical classroom. Please minimize distractions and be present. Do not take or make calls or texts, converse with others at your location, or engage in any other activities in your home/office (e.g., cooking, exercising, laundry, etc.). At the beginning of the class, the instructor/GBAR Staff will address the protocol for stepping away from the camera, if need be, for 1-2 minutes during the course.

Failure to comply will result in the following:

- **No receipt of continuing education credit (CEU)**
- **Removal from class at the discretion of the instructor or GBAR course monitors. ***

Tips for attending a GBAR course:

- Registration is not available on the day of the scheduled class. Always register in advance. Please remember that low enrollment may cause class cancellation.
- Log in early to avoid unexpected delays such as computer updates or poor connections. If you are late, you will not receive credit. **NO EXCEPTIONS!**
- Familiarize yourself with the device you are going to use to log in. You can test the device's audio and video connection by going to <https://zoom.us/test>.
- You must be on time and stay until the end. **NO EXCEPTIONS!**
- Multi-tasking hinders learning, please be present and please take part in the class/discussion.

Should you have any questions or concerns, please contact us at GBAReducation@gbreb.com

*** Please note: If you are removed from a class that had a registration fee attached to it, that fee is not refundable or transferable.**