

Duke University Nonprofit Management Program (Description - Online Training for classes/programs)

Online Training Format

- Online classes and programs are a series of live, interactive Webinars.

Program Materials

For Individual Classes:

- Handouts will be sent to participants 48 hours before the class by program partners or Duke Nonprofit Management Program instructors.

For Nonprofit Management Intensive Track Programs:

- A link to instructor pre-reading, handouts, and PowerPoint slides will be provided to registered students by program partners or Duke NPM Program staff.

Webinar Requirements

To participate in Webinars, you will need the following:

- A computer
- Access to a reliable internet connection, in a quiet place without a lot of background noise
- Web camera (with optional video). We recommend, however, that you participate in our Webinar with a video connection, if possible. Being able to see the faces of those participating/speaking creates more engagement and stronger connections with other learners.
- Microphone (charged or corded USB headset, earbuds with built-in mic, or mic on webcam) – Using a mic on a headset/earbuds will reduce the likelihood of echoes coming from your connection to our session
- Telephone (optional, if not using computer for audio and as a backup in case of technical difficulty)
- Your copy of the instructor's handouts/PowerPoint slides (a hard copy will allow you to use your computer for your Webinar connection and participation, rather than to review an electronic copy of your handouts)
- Note taking materials

Please practice patience with yourself, your instructor, and your co-learners. We are learning together to communicate and learn using this platform and it will take some time to adjust.

Please join our training session on time and after breaks. If people joining us late become disruptive, we may need to lock the session after a few minutes to avoid additional disruptions.

Duke Nonprofit Management Program staff:

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