

March 14, 2020

Hello All,

In response to the events taking place at MCC, the CTL will be postponing **ALL** previously scheduled sessions until further notice (this includes April 4th - Adjunct Training Academy) to focus our resources on offering sessions and support related to preparing for alternative content delivery. An email was delivered this morning to all active employees with the training and support sessions which will be available beginning Monday, March 16 and running through Friday, March 20. The active CTL Calendar will be updated as soon as possible, but all sessions described in the email (and attached to this message) have been added to the CTL app for registration.

At this time, registration for sessions must be done using the CTL app. Phone registrations and email registrations will not be taken for sessions until we return to the office on Monday morning and finalize other essential planning and scheduling tasks. Walk-ins for all sessions are also welcome (**except Tuesday and Friday "train-the-trainers" sessions, please email Nick Rethman at nickrethman@mcc.edu for information about attending these trainings as space is limited**), but I would strongly encourage pre-registering for sessions as we anticipate high demand for training and support. We want to ensure scheduling in appropriately sized rooms and pre-registration will help the CTL greatly! All open help sessions (face-to-face, online and daily) need NO registration...swing by the CTL or join the online session and we will help!

Thank you for your commitment to our students and your patience during this period!

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