



Ready, Set, Certified!

September 30, 2021





Presenters



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Grant Funding Opportunities

Accepting Applications Now

New Jersey Education Association Grants

Ten \$10,000 and forty \$2,000 grants for any initiative that would earn points towards Sustainable Jersey for Schools certification

Deadline Oct 29

Gardinier Environmental Fund Grants

\$10,000, \$20,000, \$30,000, \$40,000, and \$50,000 grants for projects focused on energy conservation, energy efficiency, and renewable energy.

Deadline Nov 5

For details and applications: <https://www.sustainablejerseyschools.com/grants/>

FREE!

FALL WEBINARS

WITH SUSTAINABLE JERSEY FOR SCHOOLS



Energy Grant Informational Webinar

Oct 5, 1:00 PM

Is Your School a Digital Schools Star?

Oct 6, 10:00 AM

Planning for Recertification

Oct 14, 1:30

For details and to register: <https://www.sustainablejerseyschools.com/nc/events/>



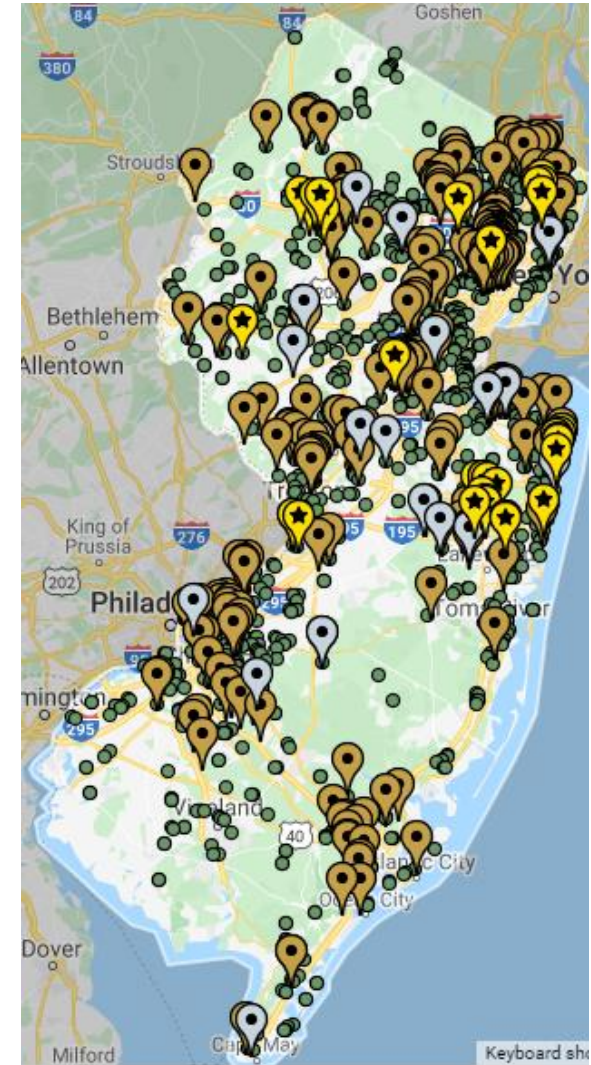
Webinar Agenda

- Why Get Certified?
- Certification Overview
- 2022 Certification Cycle
- Online Certification Process
- Organizing the Green Team for Success
- Resources & Tips for Completing Actions and Applications
- Technical Assistance/Questions



Why Get Certified?

- SJS program provides roadmap to sustainability in your district and schools
- Tap into extensive support and training
 - Sustainable Jersey training and events
 - Connections to partner organizations willing to help
- Priority access and notification on incentives & grants (Sustainable Jersey Grants Program)
- Gain recognition
- Fuel the statewide movement – 335 schools certified

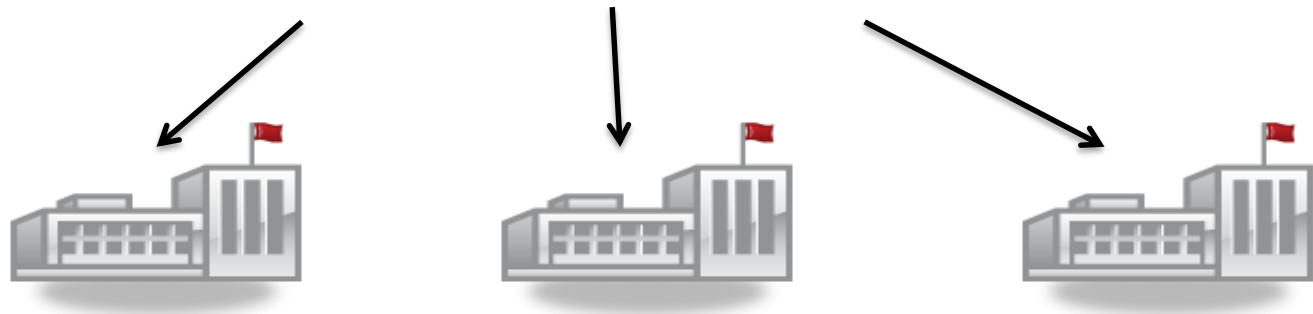




Certification Overview

- There is one certification application cycle per year
- Certification lasts 3 years
- The online application is a guided process with 3 rounds of submissions and feedback
- Districts and schools submit applications, but **only schools are certified**
- Points earned in the district application flow to each school in the district.

DISTRICT POINTS





Levels of Certification



- Green team
- 2 out of 14 priority actions
- Actions completed in 6 of 22 categories



- Green team
- 3 out of 14 priority actions
- Actions completed in 8 of 22 categories

<https://www.sustainablejerseyschools.com/certification/certification-overview/>



Digital Schools Star

- Digital Schools Star is **awarded to schools**
- **Digital Schools Star:**
 - *Districts and schools complete requirements as part of the certification application*
 - *Schools submit separate Digital Schools Star application (single action with checklist) in the final round of the certification cycle*

For program details, go to:

<https://www.sustainablejerseyschools.com/actions/digital-schools-program/>

Webinar: Is Your School a Digital Schools Star? Oct 6 at 10 AM

Register at <https://www.sustainablejerseyschools.com/nc/events/>



2022 Certification Cycle

- **January 13** – Initial Application Deadline
- Late February – Reviewer Comments
- **March 29** – Second Submission
- Early May – Reviewer Comments
- **June 15** – Final Application Submission
- Early August – Certified Schools Notified
- **October** – Certified Schools Celebration

2020 Awards



Lawrence Twp Public Schools
Bronze Certified



Winslow Twp Middle School
Silver Certified &
Sustainability Champion

<https://www.sustainablejerseyschools.com/certification/2022-certification-cycle/>


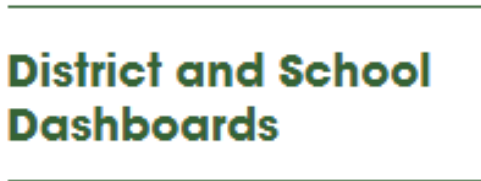


Applying for Certification

GET CERTIFIED



Accessing the Application

- Click  at top right of homepage to login or create account
- Click on left hand side → 
- You will be taken to a page that lists the districts and/or schools that you are linked to



District and School Dashboards

- This is where you can access your application, update your profile, add users, and view registration documentation

! Test School New A (Atlantic)

Update Application →
Update your existing certification application

Begin Digital Schools Star Application →
Begin a new Digital Schools Star application

Update School Profile →
Update the primary contact, secondary contact, and certification report "introduction"

Manage School Users →
Manage School owners and contributors

Download Resolution →
Click to download school resolution

- **In order to have access to a dashboard you must:**
 - Have a username and password for the website
 - Be linked to a district or school through the registration process or by someone already linked



Update District/School Profile

- Use this primarily to update contact information
 - Please keep this information up to date since these contacts will receive important emails regarding the program and the application process & status
- Click “Update Profile” at bottom to save changes

Update Profile

It is important to keep your district and school profile information current in order to receive timely information regarding your certification applications and other important program announcements.

Primary and secondary contacts are also listed as users (owners/contributors) to the online application in order to receive certification notifications. The status of users can be checked on the [Manage District/School Users](#) section on the [District and School Dashboards](#).

Primary Contact

First Name	Last Name
<input type="text" value="Veronique"/>	<input type="text" value="Lambert"/>
Position Title	
<input type="text" value="Chief Wizard"/>	
Department	
<input type="text" value="Education"/>	
Phone	Email Address
<input type="text" value="908-927-9510"/>	<input type="text" value="lambertv@tcnj.edu"/>
Street Address	
<input type="text"/>	

Manage Users



- Allows you to add or remove users to the district/school dashboard
- Can be designated as owner (limit 5) or contributor
 - Both can work on application (edit, upload, submit for review, etc.)
 - Owners can add/remove other owners & contributors
 - Contributors can add other contributors

Manage Users

Multiple users may contribute to an application for certification. There are two types of users: owners and contributors. Owners may add and remove other owners and contributors. Contributors may add other contributors, but may not remove users from the application. Both owners and contributors can contribute to the school or district's application for certification by adding action submissions, uploading documentation, and submitting the application for review.

The screenshot displays the 'Manage Users' interface. It is divided into two main sections: 'OWNERS' and 'CONTRIBUTORS'. The 'OWNERS' section is circled in red and contains a list of five users, each with a role dropdown menu and 'Update' and 'Remove' buttons. The 'CONTRIBUTORS' section is also circled in red. Below these sections is an 'ADD A USER' form with fields for 'Email' and 'Role' and an 'Add User' button.

OWNERS		
1. First Last	Owner	Update Remove
2. Renee Halder	owner	
3. Samantha McGraw	Owner	Update Remove
4. Veronique Lambert	Owner	Update Remove
5. Heather McCall	Owner	Update Remove

CONTRIBUTORS

ADD A USER

Email: Role:



Application – “Living Document”

Application Overview

Search Features

Action Listing

! Test District (Atlantic) Application

Application Overview

[View details and history](#) | [Help](#) | [View School Applications](#)

IN PROGRESS

Reviewer Feedback: 0 comments

SEARCH ACTIONS

Type in a word(s) to identify all actions with that word(s) in the title

Planned Completed Must Revise Not Approved Approved Expired

To identify actions by status, check the desired box or boxes above. The Action Totals box at right will also reflect only those actions selected. Click on the Clear Search button to return to the full action listing.

Search Actions

Clear Search

Back to Top		Expand All	Collapse All
Diversity & Equity			
Accessible Communications	10 Points	Status: Unplanned	Unplanned
Breakfast After the Bell	20 Points	Status: Unplanned	Unplanned
Diversity on District Task Forces & Committees	10 Points District Only	Status: Unplanned	Unplanned
Energy Efficiency			

← My Dashboard

ACTION TOTALS

(Completed, Approved)

Mandatory	0/1
Priority	0/3
Total	0/370
Categories	0/17
Actions	0/35

When you have completed all the actions you would like to include in your application, click on the button below.

Point Calculations and Submission



District Application Overview

Click “Details and history” to see:

! Test District B (Camden) Certification Application

Status: **AWAITING UPDATES**

Reviewer Feedback: [7 comments](#)

[Details and history](#) [Help](#) [View School Applications](#)

<p>Current Status This application is AWAITING UPDATES</p>	<p>AWAITING UPDATES</p>
<p>Application History This applicant has applied 0 times</p>	
<p>Reviewer Feedback</p>	<p>7 PUBLISHED COMMENTS 0 ARCHIVED COMMENTS</p>

View school applications:
District users can view the applications of their schools

Current status:
Awaiting Updates applications have been reviewed and can be submitted again

Check on reviewer feedback

Help: links to *Application User Guide* and *Master Action Tracking Spreadsheet*



School Application Overview

Click “Details and history” to see:

! Test School C (Camden) Certification Application

Status: **AWAITING UPDATES**

Reviewer Feedback: [7 comments](#)

Details and history

Help

Current Status This application is AWAITING UPDATES	AWAITING UPDATES
Application History This applicant has applied 0 times	
Reviewer Feedback	7 PUBLISHED COMMENTS 0 ARCHIVED COMMENTS
Digital Schools Star Application	IN PROGRESS VISIT APPLICATION
District Application ! Test District B	IN PROGRESS VISIT APPLICATION

Get help: links to *Application User Guide* and *Master Action Tracking Spreadsheet*

Current status: Awaiting Updates means the application has been reviewed and unlocked. It should be updated before being submitted for another review.

Check on reviewer feedback: Once you have submitted your application it has been reviewed

Go to Digital Schools Star application

Visit District application: School users can view the application of their district



Action Information

! Test District B (Camden) Application for Certification

Action Submission: [Professional Development for Sustainability](#)

Directions

Please complete this form to submit this action as part of your application by following these steps:

- Indicate the **requested points** for variable point actions.
- Enter **Description of Implementation**, no more than 300 words.
- Upload supporting documentation.
- Click **Save Action Submission** button at the bottom of the page.
- Once updates are finished, mark the action **Completed** so points are calculated in your point totals to submit the application for certification.
- Click **Save Action Submission** button at the bottom of the page.

Status Current action submission status: Completed	Completed ▾
Requested Points Point level requested for this submission	10 ▾
Schools working on this action The number of schools in this district who have begun working on this action.	0

View action description

Update status

select point level if variable point action

If **district application** and a “**both**” action, you will see how many schools in the district are working on the action. Districts should **not change the status** of an action if schools are working on it without consulting the schools first. The district submission will override the schools.



Variable Point Actions

! Test District B (Camden) Application for Certification

Action Submission: Professional Development for Sustainability

Directions

Please complete this form to submit this action as part of your application by following these steps:

- Indicate the **requested points** for variable point actions.
- Enter **Description of Implementation**, no more than 300 words.
- Upload supporting documentation.
- Click **Save Action Submission** button at the bottom of the page.
- Once updates are finished, mark the action **Completed** so points are calculated in your point totals to submit the application for certification.
- Click **Save Action Submission** button at the bottom of the page.

Status

Current action submission status: **Completed**

Completed ▾

Requested Points

Point level requested for this submission

10 ▾

Schools working on this action

The number of schools in this district who have begun working on this action.

0

- User selects point value supported by the documentation as part of the submission from the drop down menu
- Reviewer confirms point value selected or changes based on review of the documentation



Description of Implementation

Input a short summary of what was accomplished and the impact it had or will have on the district and/or school. You may need to edit your narrative based on reviewer feedback.

Description of Implementation

In the text box below, please provide a short summary (300 word maximum) of what was accomplished and the impact it had or will have on the school community. Include relevant references to the uploaded materials. **If updating a previous submission, please remove any outdated or unnecessary information.**

This is where you describe what you did for this action.

Save Action Submission

Be sure to save action submission at bottom of page after making any changes



Upload Supporting Documentation

Document Title

Choose File No file chosen Attach File

TYPE	TITLE	UPLOADED ON	DELETE
word	Accessible Communications Report to Board	3/9/2020 at 07:21 PM	✕

Save Action Submission

Select the file from your computer to upload

- *Many types of files can be uploaded, up to 50MB*
- *You can type a new name that describes the document*

Once successfully uploaded the file will appear in the box below

Be sure to save action submission after making any changes

Easily remove files by clicking "X" under Delete



Be Sure to Save Action Submission

- **At Top of Page**

ACTION SUBMISSION: PROFESSIONAL DEVELOPMENT FOR SUSTAINABILITY

You are editing the action submission for the action "Professional Development for Sustainability." [Learn more about this action.](#)

Directions: Please complete this form to submit this action as part of your application. First, mark the Status as "planned" and, if it is a variable point action, indicate the **Requested Points**. See the

Professional Development ▾

← Back to Application

Save Action Submission

- **OR**

- **At Bottom of Page**

Document Title (optional)

Professional Development for Sustainability Documentation

Choose File No file chosen

Upload

Type	Title	Uploaded On	Delete
	Training log	9/12/2018 at 07:31 PM	✕

Save Action Submission



Calculating Points

Use the **Action Totals** counter in right column to track your point totals.

The counter defaults to show total of Completed and Approved points. In school applications it also defaults to show points from both the district and your school application.

View point totals for actions with different statuses by checking the desired boxes under Search Actions

Action Totals
(Completed, Approved)

DISTRICT SCHOOL BOTH

Required 1/1

Priority 2/14

Total Points 200/1360

Categories 9/22

Total Actions 17/104

Search Actions

Type in a word(s) to identify all actions with that word(s) in the title

To identify actions by status, check the desired box or boxes below. The Action Totals box at right will also reflect only those actions selected. Click on the Clear Search button to return to the full action listing.

Planned Completed Must Revise Not Approved Approved Expired

Click a box below to open all the actions with that attribute. Clear Search before selecting a different box.

Mandatory Priority District Only School Only Collaboration

Digital Schools

Search Actions

Clear Search



Preparing to Submit District Application

- Once you have finished working on an action, mark it as “Completed”
- There are **no** minimum requirements districts must meet to submit an application
- When ready to Submit Application for Review, press the yellow button:
 - Confirm submission pop-up – click Request Review.
 - All users linked to application will receive an automatic email about submission
- Users are locked from editing Approved and Completed actions until review is complete

Action Totals (Completed, Approved)

Required	0/1
Priority	1/9
Total Points	10/630
Categories	1/22
Total Actions	1/49

**Submit Application
for Review**

Confirm Review Request

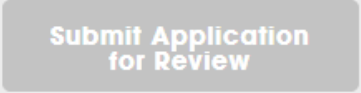
Please note that once you have submitted the application for review, the application will be locked and you cannot make any changes to your completed actions. Do you want to submit the application now?

Request Review

Cancel Review Request



Preparing to Submit School Application

- Certification Criteria visible on right side of application main page
- Action Totals – In school application you can also view points by District, School or Both..
 - District points flow from the District Application
 - District and School points combined determine ability to Submit Application for Review and Certification
- Gray submit button  turns yellow once actions marked “Completed” and “Approved” meet minimum requirements for bronze certification
- Once submitted, Approved and Completed actions are locked from editing until the review is complete

Confirm Certification Request

Once you submit your application for certification, all actions marked approved and completed will be locked from editing. You will not be able to edit these action submissions until your application has been fully reviewed. To proceed and submit your application for certification, please press the “Request Certification” button below.

Request Certification
Cancel Certification Request

Certification Criteria

Required	1
Priority	2
Points	150
Categories	6

Show requirements for:

BRONZE SILVER

Action Totals
(Completed, Revise, Approved)

DISTRICT SCHOOL
 BOTH

Required	1/1
Priority	3/14
Total Points	320/1360
Categories	12/22
Total Actions	24/104

If all completed action submissions are approved, this application will qualify for BRONZE certification.

To achieve SILVER certification, see certification criteria above.

Submit Application for Review

Quick Step Guide to Submission

1. Sign in to website

Sign in or sign up.

2. Navigate to the School or District Dashboard

District and School Dashboards

3. Click "Update/Begin Application"

Update Application

4. Click on action name to open the submission page for that action

For example:

District Sustainability Policy

4. Add/edit information in the text box & upload files for the actions you wish to submit & SAVE

Save Action Submission

5. Before submitting for review, mark the actions "Completed" (even if they still need work)

Status: Completed

Completed ▾

6. Review your approved/completed totals in the Action Totals box. School applications need enough actions as Completed to turn "Submit" button yellow

ACTION TOTALS

(Completed, Approved)

7. Click yellow "Submit" button

Submit Application for Review and Certification

8. Confirm application submission

Request Certification



Why Actions Are Not Approved

Pitfall	How to Overcome
Action documentation completion date is outside the shelf life of the action	Review the Introduction and “What to Submit” sections of the action to find the shelf life of eligible activity and documentation (i.e. how old can they be and still qualify to earn points). Only submit documentation that falls within this period.
Proper documentation not submitted	Ensure that the documentation uploaded fulfills the requirements outlined in “What to submit”
Misinterpretation of Action Goals	Closely read the “What to Do” and “What to Submit” portion of the action to ensure that what you plan to submit is in line with the intent of the action
Seeking credit for same initiative under two different actions	Any initiative may only be submitted under one action, even if it fulfills the requirements of more than one action. Review the entire application to spot duplication
Failure to conduct outreach/education component required for many actions	Read beyond the action’s title, paying close attention to the What to Do” and “What to Submit” sections
Failure to complete the prerequisite action	Check the Introduction and the “What to Submit” section for prerequisites, and make sure that any required are completed by the final application deadline.



District & School Collaboration



- Points from District application **flow down to all** participating schools in the district
- Determine which actions the District will complete (If an action status is changed from “Unplanned” in the district application, then schools are blocked from doing that action in their applications)
- District application needs to be completed and submitted in the same time frame as school applications

**Districts can earn up to 610 points
to support school certification**



Organize Your Green Team for Success

- Recruit members from diverse sectors of the district – administration, educators, facilities, food services, school nurse, parents, students, community partners
- Use existing committees (e.g. wellness council) to also serve as green team
- Tips to encourage and facilitate staff participation in the green team:
 - Make sustainability part of district goals
 - Include sustainability-related professional development in staff goals
 - Provide stipends to staff to coordinate green team initiatives and the application process
 - Release staff from hall/lunch/recess duty for green team meetings and to work on application
 - Use a shared drive (e.g. Google) to compile documents for application
 - Publicly recognize green team efforts and the contributions of volunteers



Partner With Your Municipal Green Team

Actions that earn points in both programs

- Community Education & Outreach
- Green Fair
- Green Your Green Fair/School Event
- Civic & Stewardship Activities
- Recycling Non-Mandated Materials
- School Gardens
- Community Asset Mapping
- Safe Routes to School



Highland Park
2019 Green Team Collaboration Award

TIP: Look up your town on the Sustainable Jersey Municipal Program homepage to get contact information: <https://www.sustainablejersey.com/certification/search-participating-municipalities-approved-actions/>



Green Team Resources

Creating a Green Team

Learn what you need to know when establishing a green team.

[Read More](#)

Working on Certification

View resources to help green teams achieve certification.

[Read More](#)

Green Team Promotion

Read helpful tips on how to promote the work of your team.

[Read More](#)

Apply for a Grant

Find out about Sustainable Jersey for Schools grants to help complete actions.

[Learn More](#)

TIP: Download the Master Action Tracking Spreadsheet to survey actions and plan:

https://www.sustainablejerseyschools.com/fileadmin/media/Grants_and_Resources/Green_Team_Resources/Certification/SJS_Master_Action_Tracking_Spreadsheet.xlsx

<https://www.sustainablejerseyschools.com/resources/green-team-resources/>



Check out Examples: Action Spotlights

Exemplar submissions from currently certified schools are “spotlighted” in the action descriptions:

Education for Sustainability Grades 4-12 Social Studies 5 Points School

Why is it important?	<p>Spotlight: What New Jersey schools are doing</p> <p>Bell Oaks Elementary School, Bellmawr Public School District The students of Bell Oaks Elementary School viewed a Channel One News video that explained how Franklin D. Roosevelt’s “Four Freedoms” speech sought to move Americans to join the war and laid the framework for the declaration. To view Bell Oaks Elementary School approved submission click here.</p> <p>Bret Harte Elementary School, Cherry Hill School District During our Trash to Treasures project, students used waste products from their homes in order to create a usable product. This project effectively involved both students and parents as conversations extended into the homes as students sought to recycle and repurpose waste products. The creativity involved in the project also sparked interest among students and families alike, leading to far reaching effects such as follow-up conversations and suggestions for extension activities in the home. To view the complete description of Bret Harte Elementary School’s Trash to Treasures project click here.</p> <p>Reeds Road Elementary School in Galloway, NJ The fourth grade students Reeds Road Elementary School learned about the life cycle of plastic water bottles to help them understand how to combat linear waste. Students participated in a blind taste test of bottled and tap water. They brainstormed different ways to break the cycle of products that damage the environment through reducing, recycling, and re-using. Students were</p>
Who should lead and be involved with this action?	
Timeframe	
Project costs and resource needs	
What to do, and how to do it ("How to")	
What to submit to earn points for this action	
Spotlight: What New Jersey schools are doing	
Resources	

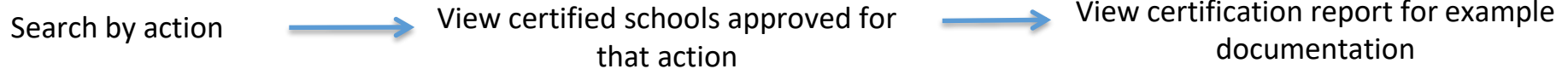
[Print Action Description](#)

[Download PDF Version](#)



Check out Examples: Certification Reports

Use the Participating Schools Map to find examples of documentation from certified schools



<https://www.sustainablejerseyschools.com/certification/search-participating-districts-schools-approved-actions/>

Sustainable Jersey for Schools Community Certification Report

 [Download PDF Version](#)

This is the Sustainable Jersey for Schools Certification Report of Tabernacle Elementary School (Burlington), a Sustainable Jersey for Schools silver certified applicant.

Tabernacle Elementary School (Burlington) was certified on August 09, 2018 with 440 points. Listed below is information regarding Tabernacle Elementary School (Burlington)'s Sustainable Jersey for Schools efforts and materials associated with the applicant's certified actions.

Contact Information

The designated Sustainable Jersey for Schools contact for Tabernacle Elementary School (Burlington) is:

Name:	Gerald Paterson
Title/Position:	Principal / Principal
Address:	141 New Road Tabernacle, New Jersey 08088
Phone:	6092680150 Ext. 2003

Sustainability Actions Implemented

Each approved action and supporting documentation for which Tabernacle Elementary School (Burlington) was approved for in 2018 appears below. Note: Standards for the actions changed and the documentation listed may no longer satisfy requirements for that action points associated with actions prior to 2013 certifications may not be accurate.

Example of certification report; scroll down report to find submission information for searched action.

BOARD LEADERSHIP & PLANNING

District Sustainability Policy 10 Points  District

Program Summary:

The Tabernacle Township Board of Education recognizes its role as a responsible steward of the environment. Embracing the sustainable schools concept and building healthy and sustainable schools positively impacts not only our students' learning experience but the health of the entire community. To this end, it supports sustainable planning and operations, as well as sustainability education and shall therefore endeavor to meet the needs of the present without compromising the ability of future generations to meet their own needs. The District's goal is to not only incorporate sustainability into our operational and business practices to the extent of economic and practical feasibility, but to make it an integral part of the students' educational experience. We seek to preserve our natural environment while balancing social, economic and environmental issues. The District believes that it is both possible and desirable to:

- Protect the environment and preserve natural resources;
- Improve the learning environment and student health;
- Enhance sustainability leadership in our schools and community;
- Strive to create green and healthy spaces within and outside our schools;
- Create a culture of Environmental Stewardship.

• Save General Fund dollars that can be used towards education and jobs. The District further believes that public education can provide leadership in sustainable development and operations. Therefore, it shall implement this policy in a manner that will involve those who attend, visit, and work in support of the District. The extent of this policy is far-reaching. It will include, but not be limited to:

- Facility operations, functionality, design and construction;
- Purchasing;
- Curriculum development;
- Health and Wellness.

The Superintendent, in consultations with the Business Administrator shall establish administrative procedures and guidelines to implement this policy. Our district continues to recognize the importance of sustainable practices. There is on going support for the SJ4S actions as we strive towards a more responsible & sustainable school.

 [BOE Approval Documentation](#)

 [District Sustainability BOE minutes 2017](#)

 [District Sustainability Policy Documentation/BOE](#)

 [District Sustainability Policy Documentation/screen shot](#)



Strategy for moving forward!

Make a plan!

- Focus on completing your Green Team Action
- Two Priority Actions
- Then review remaining actions to determine which actions you could complete by the final deadline.
- Low-hanging fruit – Look for actions that your school/district is already doing.
- Add additional contributors to your dashboard to help with the documentation



Final Thoughts & Take Aways

- **Certification Cycle:** It is doable! Many schools achieve certification by the 2nd deadline. Additional schools continue to work on their applications throughout the application cycle up to the final deadline.
- **Open Source:** Once a school is certified, a report of its approved actions will be publicly available on our website. The goal is to share best practices. **Please do not include any sensitive/private information in your submissions.**



First Certification Application Deadline:

Thursday, January 13, 2022 at 11:59pm



Program Partners



Sustainable Jersey for Schools Supporters & Sponsors

Program Underwriters



Grants Program



Corporate Sponsors



Sustainable Jersey Digital Schools Funders & Partners

Program Underwriters



IMAGINE A BETTER NEW JERSEY



Corporate Sponsors

SILVER



BRONZE



Interested in becoming a Corporate Sponsor?

Click [here](#) or our contact Development Director, Joe Grillo at 908-406-1901 or email grillog@tcnj.edu.

Facebook: SustainableJersey | Twitter: @SJ_Program, @SJ_Schools | Insta: sustainable_jersey | LinkedIn: sustainable-jersey



Questions?

Sustainable Jersey for Schools is here to help!

Véronique Lambert

609-771-3427 or schools@sustainablejersey.com

For Digital Schools questions:

Larry Cocco

609-771-2802 or coccol@tcnj.edu

The recorded webinar and slides will be posted here:

<https://www.sustainablejerschools.com/resources/presentations/webinar-recordings/>