**Southern Center Remote PSA Best Practices and Experiences**

Webinar held Friday, September 18 with participation from:

Arkansas-Amanda Philyaw Perez and Julia Fryer

Florida-Michelle Danyluk, Renee Goodrich Schneider, Taylor Langford, Joy Saha, Keith Schneider, Katelynn Stull

Mississippi-Joy Anderson

Puerto Rico-Edna Negron and Lynette Orellana

South Carolina-Chad Carter

Texas-Matt Taylor

Produce Safety Alliance-Tommy Saunders

Notes

* Upper limit for class size ranged from 20-25; some institutions have a lower limit of 10
  + Some institutions set different prices for in-state or out-of-state depending on funding source
  + Most institutions have limits on how many regulatory participants there are for each training to allow room for growers
* Institutions have delivered the training over 2, 3, or 4 days depending on the needs of growers
  + One day of delivery is difficult remotely
* Registration closes earlier compared to in-person to ensure books get ordered and delivered on time
* Communicating expectations and rules set by the PSA early and often with registrants
* Prior to first training date reach out to registrants to make sure they have their books and are aware of the training rules
  + AR schedules a 1-on-1 brief meeting to make sure participants can operate Zoom and to answer any questions prior to the training
* Engagement during training can occur through polls, prompts for the chatbox, or videos
* Pre-/Post-test has been delivered through poll questions, Qualtrics, or other online forms (Google forms used by MS and TX)
  + Zoom polling data is messy through excel but is a way to deliver the test
* Evaluations are important. Follow-up with participants or stay on at the end of training to ensure people can access the evaluation and fill it out.
* Understanding and flexibility key to remote trainings-many institutions have had to offer to move participants to a next training due to connectivity issues or other concerns
* Remote trainings can take more time than expected
  + Many institutions give extra time the first day to check technology
* Support needed
  + Technology, answering questions in the chat, back-up for screen share if needed
* Communicate with trainers and ensure everyone can operate the video delivery platform used
  + Practice sessions with training teams

Opportunities to Sit-In and View a Live Remote Training

* 9/28-9/30 3:00-6:00 PM ET-MS
  + Juan Silva [JSilva@foodscience.msstate.edu](mailto:JSilva@foodscience.msstate.edu) and Joy Anderson [joy.f.anderson@msstate.edu](mailto:joy.f.anderson@msstate.edu)
* 10/13-10/14 1:00-5:30 PM ET each day-SC
  + Chad Carter [ctcarte@clemson.edu](mailto:ctcarte@clemson.edu)
* 10/20-10/22 9/22-9/24  2:30-5:30 PM ET each day-FL
  + Taylor Langford [taylorlangford@ufl.edu](mailto:taylorlangford@ufl.edu)
* 10/21-10/22 9AM-1:30 PM ET each day-AR
  + Julia Fryer [jfryer@uaex.edu](mailto:jfryer@uaex.edu)
* 11/4-11/6 2:30-5:30 PM ET each day-FL
  + Taylor Langford [taylorlangford@ufl.edu](mailto:taylorlangford@ufl.edu)
* 11/9-11/10 9AM-1:30 PM ET each day-AR
  + Julia Fryer [jfryer@uaex.edu](mailto:jfryer@uaex.edu)
* 11/12-11/13 1:00-5:30 PM ET each day-SC
  + Chad Carter [ctcarte@clemson.edu](mailto:ctcarte@clemson.edu)
* 12/1-12/2 9AM-1:30 PM ET each day-AR
  + Julia Fryer [jfryer@uaex.edu](mailto:jfryer@uaex.edu)
* 12/1-12/3 2:30-5:30 PM ET each day-FL
  + Taylor Langford [taylorlangford@ufl.edu](mailto:taylorlangford@ufl.edu)

Resources

Visit <https://sc.ifas.ufl.edu/resources/> for different resources created by Southern Center partners used during their remote trainings. These range from registration flyers, an SOP, Zoom instruction guides, and engagement examples. Please use as you need for your own trainings.

The Produce Safety Alliance is offering weekly webinars on delivery different modules remotely through the fall. Please see their full announcement and find more information on their webinars here: <https://producesafetyalliance.cornell.edu/training/trainer-updates/trainer-update-september-8-2020/>

The full announcement on remote delivery can be found here: <https://producesafetyalliance.cornell.edu/training/covid-19-outbreak-temporary-policy/>