

## NCRA Group Sales Form and Fact Sheet

*Abstracting & Coding Fall 2024*

Live Three-Part Webinar Series

NCRA offers an additional 15% discount off the series member/non-member price to groups of six (6) or more participants for its live webinar series. Groups of fewer than six (6) are not eligible for the additional discount. Each official participant in the group will receive access to the live webinars and CE credit. Additional people viewing with an official participant will not be eligible to receive CE credit.

### **List of Webinars Included**

(All webinars are scheduled for 2:00 PM – 3:00 PM ET)

**Webinar 1:** *Abstracting & Coding: Liver Cancer*

Wednesday, September 11, 2024

**Webinar 2:** *Abstracting & Coding: Brain and CNS Cancers*

Wednesday, September 25, 2024

**Webinar 3:** *Abstracting & Coding: Gynecologic Cancers*

Wednesday, October 2, 2024

### **NEW PROCESS - How It Works**

- Complete Group Sales form (Page 2) and submit to NCRA per instructions listed on form.
- Include a list of participants (Page 3) and their email addresses with the Group Sales Form.
- Once NCRA receives and processes the order, the Primary Coordinator will send instructions to forward to each participant.
- Two to three days prior to each live event, each participant will receive an email with a link to register with GoToWebinar. Participants will need this link to access the live events.
- Official participants listed on Page 3 will have the webinar activities (quiz and details to claim CEs) loaded directory into their “Learning Activities” on the Center for Cancer Registry Education. An enrolment code will no longer be needed to load activities.
- Participants will have 90 days from each live broadcast to pass the quiz and claim CE credit. Recordings will be added to the webinar activity and can be viewed within the 90-day period.

### **System Requirements**

**Operating Systems:** Windows 7 or later; Windows Server 2008 and 2008 RT or later; Mac OS X 10.7 (Lion) or later

**Browser:** Google Chrome v39 or later; Mozilla Firefox v34 or later.

Apple Safari v6 or later

**Software:** GoToWebinar desktop app; JavaScript enabled; 2GB or more of RAM; microphone and speakers, if possible.

### **Questions?**

E-mail [ccre@ncra-usa.org](mailto:ccre@ncra-usa.org) or call 703- 299-6640 Ext. 317.

# NCRA Group Sales Order Form

Abstracting & Coding Fall 2024

Live Three-Part Webinar Series

Submit the completed Group Sales form, List of Participants, and payment to NCRA by **Friday, September 6, 2024.**

## Pricing

Group Sale Price for Series		# of Participants (6 or more people)		Total Cost Due
\$108.00 – NCRA Member	x		=	
\$162.00 – Non-member	x		=	
<b>Total Cost</b>				

### Primary Coordinator Information

Name: \_\_\_\_\_

Facility/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### Payment Options

NCRA accepts checks, money orders, Visa, MasterCard, and American Express. NCRA also accepts purchase orders (P.O.), but a copy of the P.O. must be provided to NCRA's offices and include the following information for invoicing: contact name, company, address, phone and fax numbers, and e-mail address. The organization will be billed with payment due 30 days following the date of the invoice. Registrations will not be confirmed until payment is received. NCRA prefers international payments to be paid by credit card. If this is not possible, payment may be made by international wire transfer or by check drawn in US dollars. Please contact [accounting@ncra-usa.org](mailto:accounting@ncra-usa.org) for wire transfer instructions. A fee of US\$50 will be added to all orders paid by international wire transfer or checks originating outside the US.

Make checks payable to *NCRA*.

Visa  MasterCard  Amex | Total Charges: \_\_\_\_\_

Credit Card #: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ CSC Code: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Signature: \_\_\_\_\_

**Submit completed form and payment to:**

NCRA

1330 Braddock Place, Suite 520

Alexandria VA 22314

Fax: 703-299-6620 | Email: [CCRE@ncra-usa.org](mailto:CCRE@ncra-usa.org)

**List of Participants**

<b>First Name</b>	<b>Last Name</b>	<b>NCRA Member #</b>	<b>Email Address</b>