



Thank you for participating in the ESPA Event Services Foundational Training Program.

In order to receive a certificate showing that you have completed the program, as well as confirm your participation for the purposes of receiving continuing education credit such as for the CMP program, please share your learnings from each Lesson below. *(Note this is a certificate which demonstrates participation in the program and is not assessment or competency based.)*

Please send the fully completed form to info@espaonline.org.

Name: _____ Company: _____

Email Address: _____

Date you began the ESPA program: _____ Date you completed the ESPA program: _____

Please describe something learned from each lesson. It is recommended that you fill in your answer about each lesson as you go along while the information is fresh in your mind. Note that your answers should demonstrate that you listened fully to each lesson so please be thoughtful in your responses. Answers should be a minimum of 50 words for each lesson.

Lesson 1: Welcome & Introduction to Event Services

Lesson 2: The Roles We Play

Lesson 3: Ready to Launch – Getting Started with Clients

Lesson 4: Collaboration

Lesson 5: Services: The Spice of Life!

Lesson 6: Common Job Functions

Lesson 7: Emerging Trends

Lesson 8: Staying on Track

Lesson 9: Serving Unique Markets

Lesson 10: ESP Conduct - Tips & Guidance from the Pros

Lesson 11: Performance Measures for ESPs

Lesson 12: Wrapping It Up

Lesson 13: Growth, Training & Resources

___ *I attest to having listened to the 13 Training Program videos in their entirety.*

Signature _____

Date _____

Please send the fully completed form to info@espaonline.org.