

# Outline

## **I. Introduction**

- A. Opener: Question: What do you know about the CDA?
- B. Pre-Test
- C. Answers

## **II. The Anatomy of a CDA**

- 1. What is a CDA?
- 2. The CDA Packet

## **III. CDA Six Assessment Stages**

- A. Step One: **Inquiry**
- B. Step Two: **Collections of Documents**
- C. Step Three: **Application**
- D. Step Four: **Verification Visit**
- E. Step Five: **Credential Awards**
- F. Step Six: **Renewal**

## **IV. How to Put a CDA Portfolio Together**

- A. View video clip
- B. Review Portfolio Notebook

## **V. Closing**

- A. Question Cart
- B. Objectives Reminders
- C. Post-Test
- D. Evaluation and Certificates