

CPD Hours/Points Conversion Table

CPD Opportunity	Points
AdmiNZ	
Group meeting – professional development (40 – 60 minutes)	5
Group meeting – networking	0
AGM – must be registered as attending	10
Attending Conference (each day 25 points)	50
Presenting at an AdmiNZ Conference or Group meeting (40 – 60 minutes)	10
Chairing a group management team meeting (points/meeting)	2
Other Events	
Masterclasses 1-day (e.g. Lucy Brazier, Bonnie Low-Kramen & Vickie Sokol-Evans)	20
ACEA™ (5-day course)	100
Webinars and micro-learning (40 – 60 minutes)	5
Attending Executive Secretary LIVE (each day 20 points)	40
Presenting at a conference/workshop (1 session)	10
Presenting training (per half day)	20
Attending a conference/workshop/training – half day	3
Attending a conference/workshop/training – full day	6
Attending a conference/workshop/training – two days	12
Chairing a conference (per each day)	10