SACRED ANATOMY
ACADEMY

Practitioner Training 2022
Submitting your Homework

The majority of your homework will be sessions for either buddies or practice clients. There are a number of docs that need to be included, same as you did in Med Bag (intake form & permission to share, session report, feedback form). All of these need to be included for us to accept and review the homework.

1 – create a new folder with your name on it (i.e. Bob-buddy session report)

2 – drag all of these docs into the folder

3 – compress (zip) the folder and its contents.

4 – go to the class home page and scroll to the bottom

5 – see the banner that says "Fill out the form below to submit your homework for this class"

6 – in the form you see there, fill out your name, the type (buddy, client, other), the name of the buddy or client, and any comments you might want to make

7 – either drag your zip file onto the form, or use the browse (select files) button to locate it on your computer

8 – hit the 'Submit' button

When we get your submission, it will be a zip file that has been renamed (for our purposes) using the data you entered into the form.

Example: Bob-Buddy-Cheryl.zip – or - Bob-Client-Sally Green.zip
It's always important to include your name and designate who the buddy or client is on each document. But, having everything in one little bundle like this will make it easier for us to keep track of everything.

We will return your homework feedback by email. This can make communications easier.

General note:

Given the number of people in class, the number of sessions to be submitted and the number of documents in each session, we will be seeing over 100 documents over the period of the class. Keeping them organized is super important.

Ideally, all docs will be completed online and the files will be zipped into their session folder.

If you need to photograph a doc, please be sure that it is a large enough file that we can read it. Save it to your computer and check it out before dragging it into your homework folder. Do not email or text it to us.

Thanks!