

# CPE Course Evaluation Checklist

Four factors to consider before you invest time and money

With so many continuing professional education (CPE) course options, it can be hard to know which will be worth your time and financial investment. **Use these four criteria to confidently choose the right CPE platform:**

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## Flexibility

Look for a CPE platform that supports the way you like to learn. For example, some offer live webinars where you can interact with other accountants and the instructor during class. More platforms are making their courses available on mobile devices, which is convenient if you want to log in whenever you have a few moments.

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## Value

Some platforms price standard courses lower and charge a premium for niche or trending topics. And they may charge less for text-only classes and more for video, audio, or live webinars. If you want to take multiple courses, paying a fixed fee for unlimited access might be more economical than buying individual classes.

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## Broad catalog

Most CPE platforms cover standard topics, such as tax and Excel. However, only a few offer a comprehensive catalog of courses across all aspects of accounting. Look for a platform that goes beyond the basics and includes courses on internal audits, risk, AI, data security, and topics in your niche. The platform should also update its content regularly to reflect your industry's latest changes and best practices.

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## Free trial

Choose a platform that lets you preview a CPE course before paying, that way, you can see if you like the content before you make an investment. Some free courses count towards your CPE hours, so they are worth checking out.

Want to get the most value from your CPE courses?

Make the most of your CPE course investment by giving yourself time to implement what you've learned. Create new efficiencies with a client experience solution like ShareFile for Accounting.

Learn more at [www.sharefile.com](http://www.sharefile.com).