

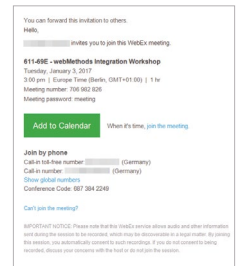
REMOTE TRAINING SETUP AND TESTING INFORMATION

Get prepared for a successful remote training session!



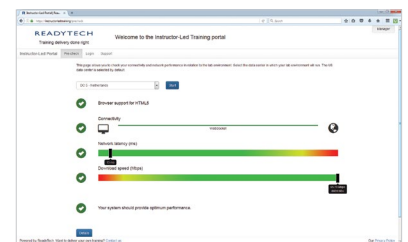
1 Prerequisites

- Please ensure that you received an invitation email and you added the event to your calendar
- Also ensure that your computer meets these hardware requirements
 - CPU: 4 GHz or faster
 - Memory: 3 GB RAM or more
 - Screen resolution: 1024 x 768 or higher
 - Internet connection: A minimum of 250 kbps of bandwidth per user
 - Audio interface for VoIP is enabled
 - Please do **not** use Wi-Fi or VPN!
 - In case you are using the e-book option for your training manuals, a second screen or device for viewing is strongly recommended



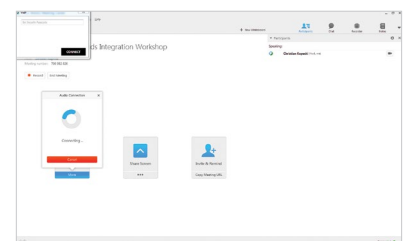
2 Two days prior to the remote training start date at latest

- Complete a successful connection test <https://instructorled.training/precheck>
- Therefore select the region you were referred to and click on "Start"
- Verify the result and ensure that you passed the connection test successfully (Message should read: "Your system should provide optimum performance.")



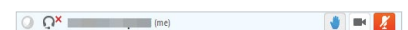
3 Just before the training starts

- Click on "Join the meeting" in the invitation mail to join to the remote training
- Use VoIP or a telephone for audio connection (if you choose VoIP keep the security password empty)
- Please also note that you will get your personal access code for the lab access directly from your instructor during the training session



4 During the remote training

- Use a headset in a quiet and undisturbed environment
- Be muted during the training session but feel free to ask questions at any time!
- Use "raise hand" and the chat to contact your instructor



FOR FURTHER ASSISTANCE OR QUESTIONS PLEASE CONTACT YOUR IT DEPARTMENT OR YOUR TRAINING COORDINATOR .

