

Dear participant,

In a few days your virtual training will take place! We are happy to welcome you to our virtual classes.

Preparation

Any luck with the preparations? In addition to the 1 or 2-day training with our tutor, you also have received an invitation to our BTETEST. To find out your entry level, we would like to ask you to do the BTETEST on our website, in advance of the training.

We will send you the course materials needed so you can prepare well before taking the exam.

Location

You are following a virtual training course, so it is important that your personal location is sufficient to make the best possible use of our learning environment. Make sure your webcam, microphone and headset/speakers work. In addition, we use Google Docs and Zoom to support the training. It is important to have created a Google Account and Zoom Account beforehand to have the training and tools available on your laptop. Because a virtual training requires extra work to set up the participants, we ask all our participants to be ready to accept the Zoom invitation at 8:30.

Google Account

Create a Google Account. This account will be used for the virtual session in Google Documents to collaborate with other participants. Do you already have a Google Account? Then you don't have to do anything now.

Create a Zoom Account

Create a Zoom Account via this link. This account will be used to use the Zoom application to video call the trainer and the other trainees. This allows you to have interactive discussions and work together with your other participants. To use Zoom you need Google Chrome or the Zoom application on your computer. You can download Zoom via this link

<http://www.zoom.us>

Do you already have a Zoom Account and the Zoom application or Google Chrome installed on your laptop? Then you don't have to do anything now. We hope that we have given you all the information you need to successfully use this virtual training application. If this is not the case, you can always contact us via

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Success and all the way to the virtual classroom!