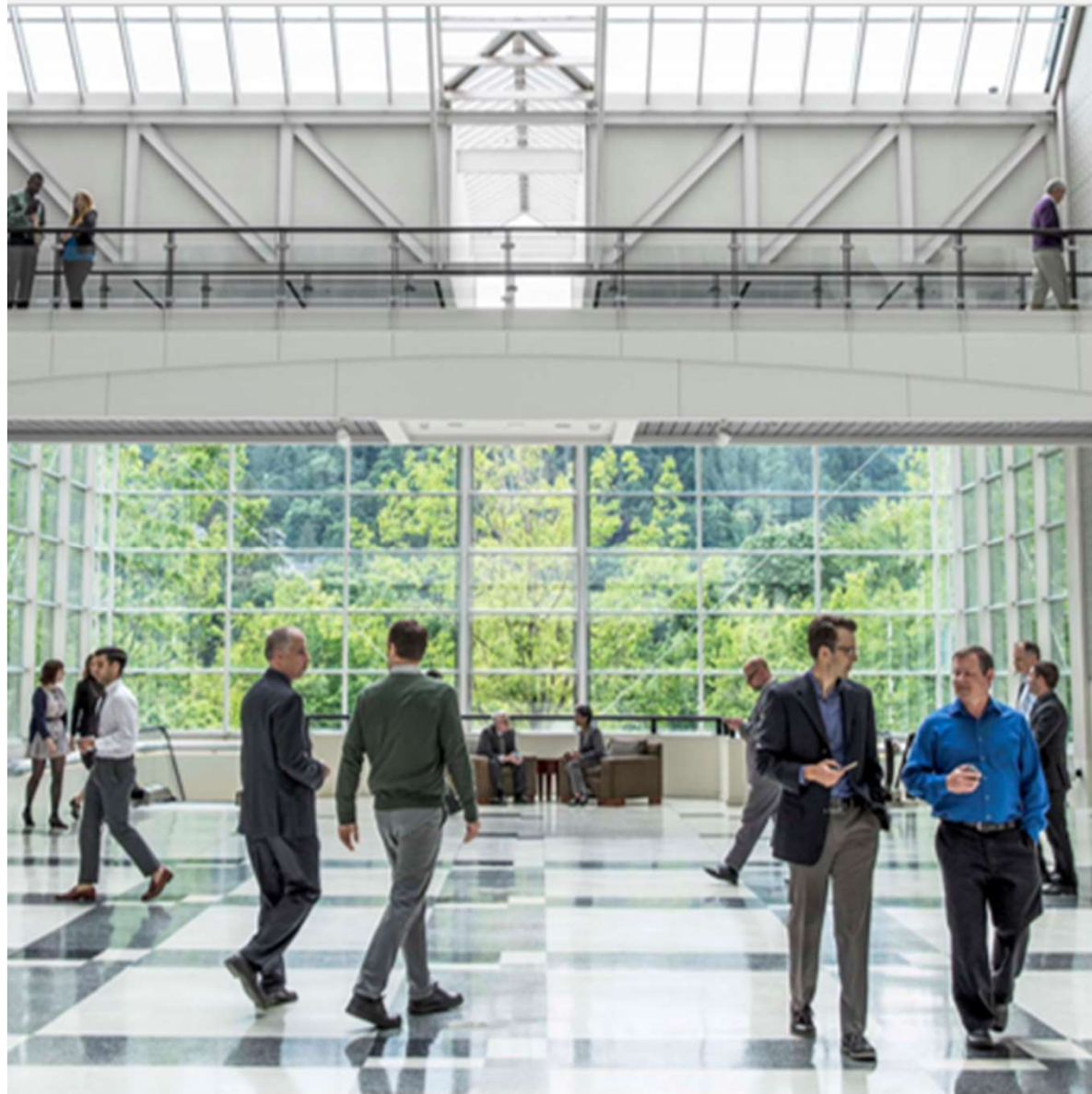


# OpenHack Attendee Guide For VCM Deliveries

Welcome Attendees to the OpenHack!

# Introduction

- Logging into the VCM
- Navigating the OpenHack Classroom
- Badges





Logging into the VCM



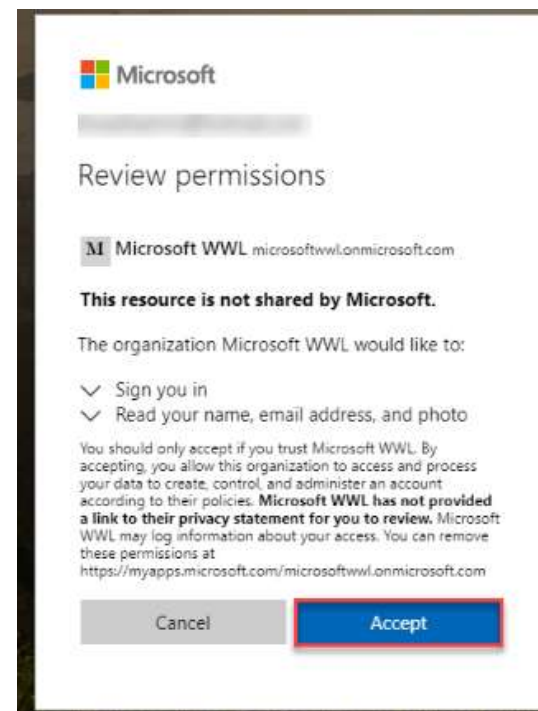
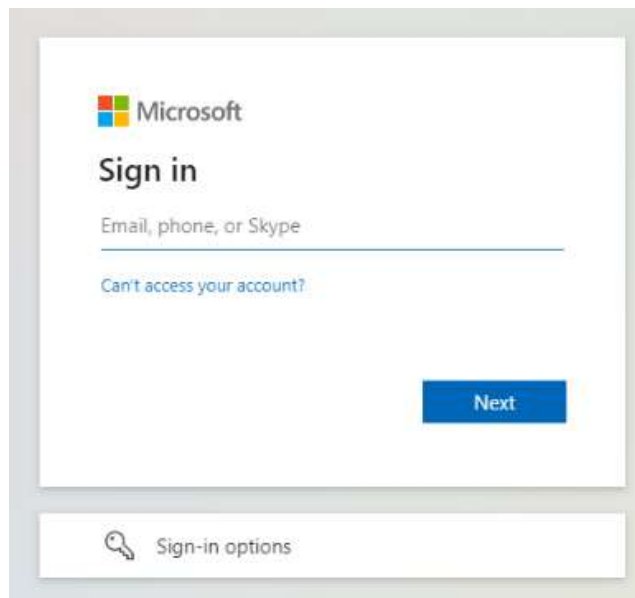
# OpenHack VCM

- If you are attending an ESI OpenHack
  - <https://esi.skillmeup.com>
  - Credentials: your work email address and work password
- If you are attending an TSI OpenHack
  - <https://tsi.skillmeup.com>
  - Credentials: your work email address and work password



# Logging into the VCM (Virtual Conference Manager)

Logging into the ESI or TSI OpenHack attendee VCM will prompt you for your work account. On the first login, ensure you click **Accept** when prompted.



# Updating your Profile

- After logging into VCM for the first time, click the profile icon at the top right of the screen
- From there, you can update your display name, first and last name.



**MY PROFILE**

*After you update your display name and user profile picture it may take several hours to appear.  
Asterisk (\*) denotes a required field.*

Profile Picture Add Picture Upload Picture

\* Display Name  
VCM Admin

\* First Name  
VCM

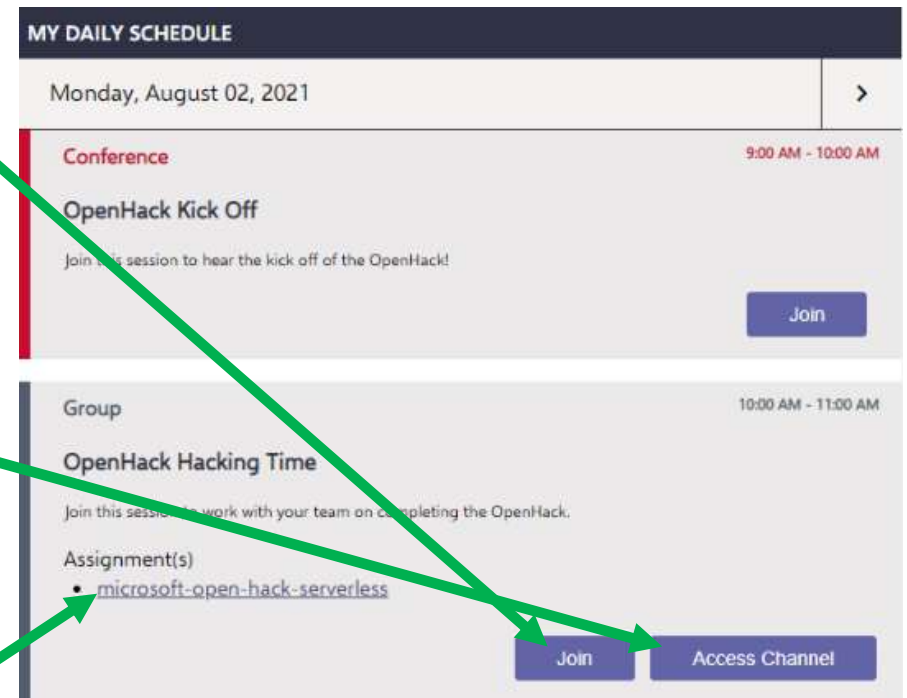
\* Last Name  
Admin

Organization Name

Update

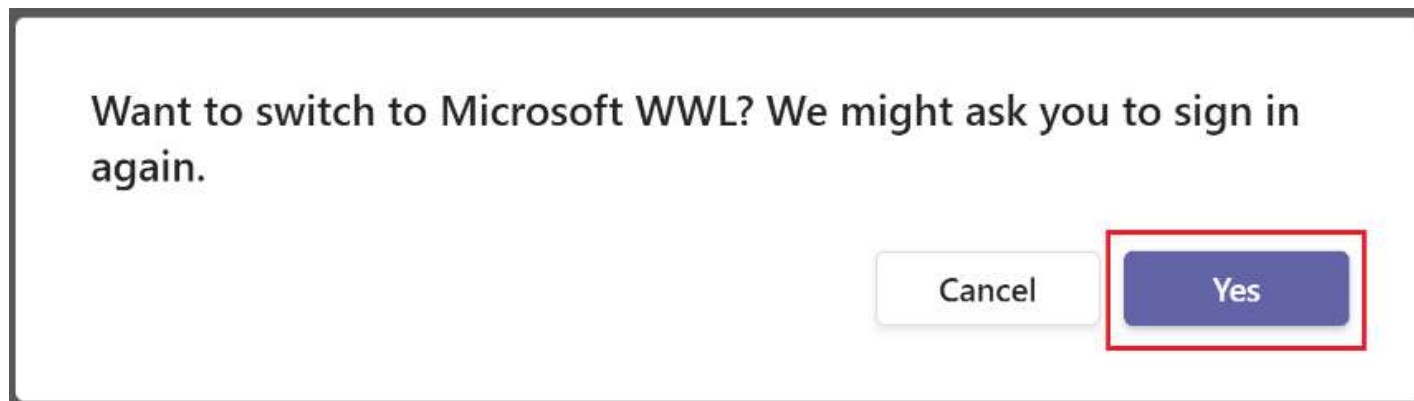
# Navigating VCM

- Clicking Join will put take you to a Team meeting with the other hackers on their team
- Clicking Access Channel will put you into your Team channel
- Clicking the Assignment link will open the lab environment for your team's OpenHack



# What happens when you click join

- When you select the Join option you will be redirected to the appropriate Teams Tenant. Select Yes when the following message appears.



NOTE – You should only be using the web client of Microsoft Teams for OpenHack. It is not suggested to use the desktop client for OpenHack. This will enable you to still use Microsoft Teams desktop for normal business work.



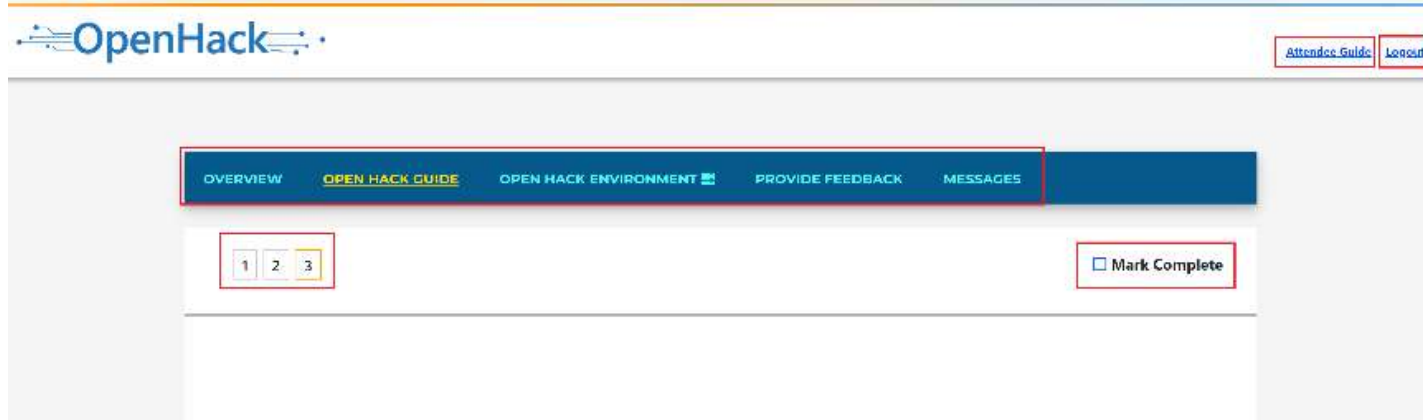
## What happens when you click join (cont'd)

- Then select the Join now button to join the session



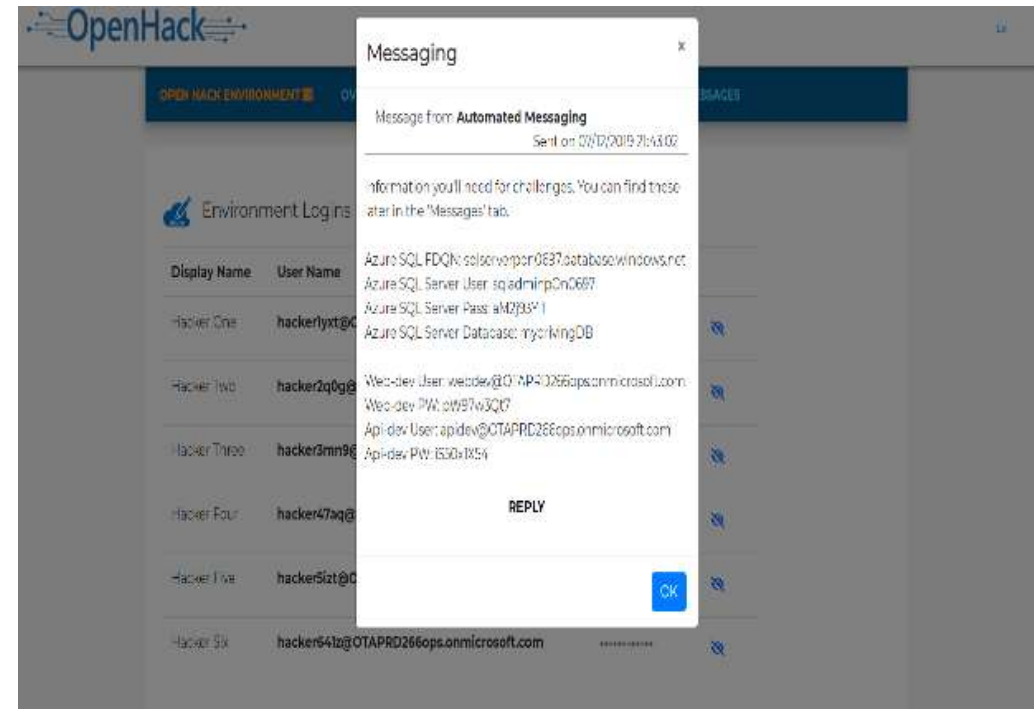
# What happens when you click assignment

- You will be redirected to a page like the one below
- Here you can access the Overview of the OpenHack, the Open Hack Guide containing the challenges, the Environments, Provide Feedback, or send a message to the Coaches
- While in the Open Hack Guide you can go through the Challenges and mark complete when finished
- There is also a helpful Attendee Guide they can access for tips and tricks on using the platform



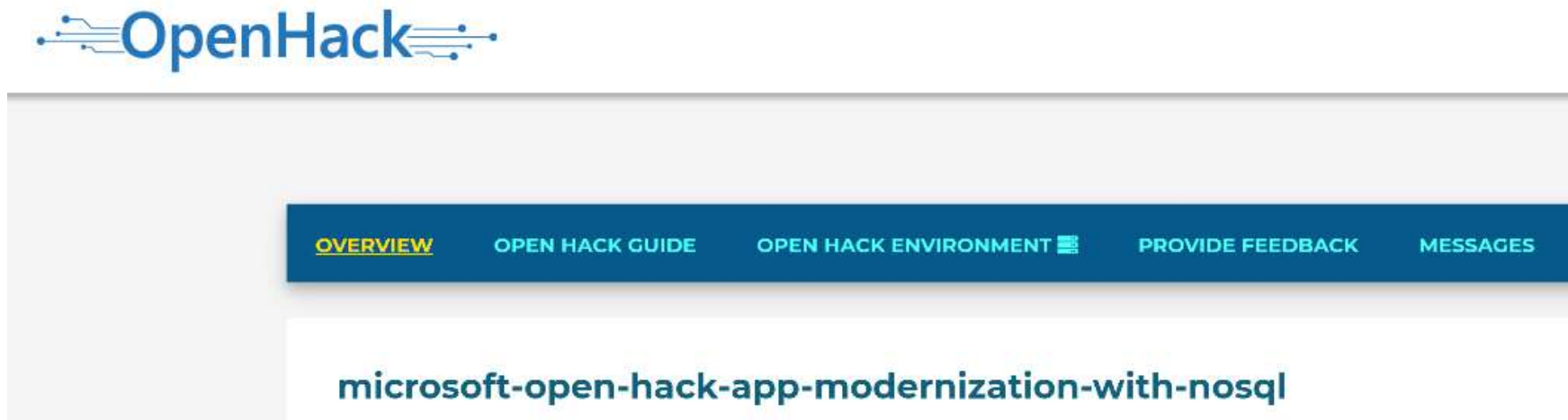
# Automated Message May Pop-up

A message may pop-up with important details. If you click OK before taking down this information - don't worry - you can find it in the **Messages** tab later.



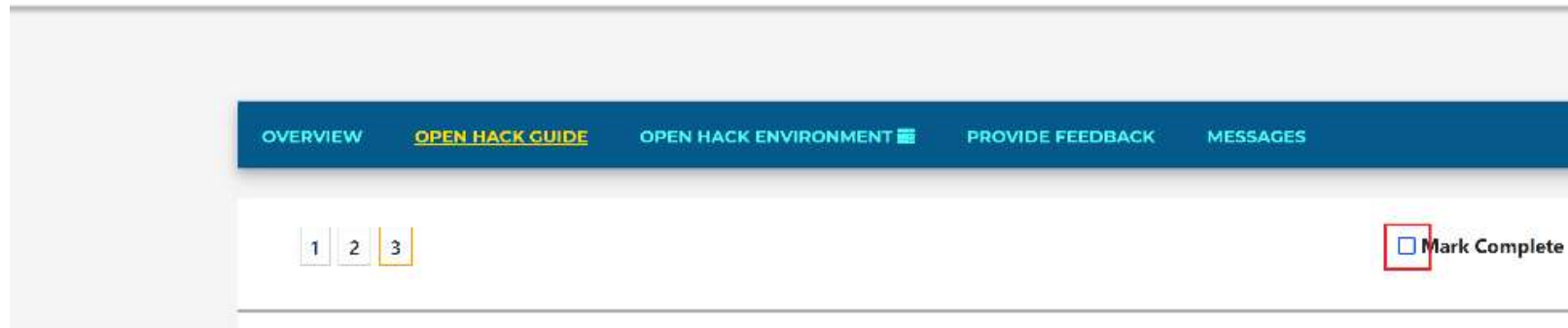
# Overview

The Overview tab will give you the full overview of what this OpenHack is going to be about. Please read carefully.



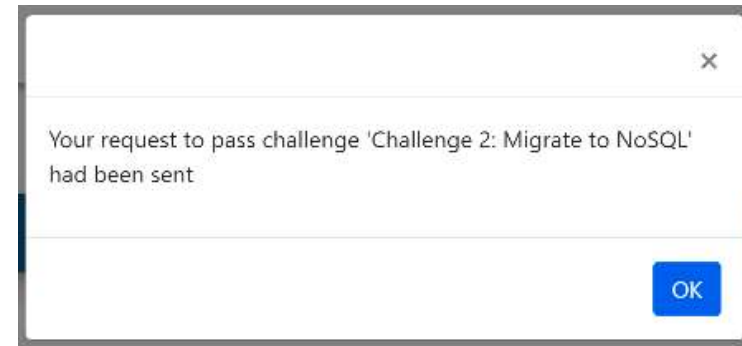
# OpenHack Guide

The OpenHack Guide tab is where you will find each challenge for the OpenHack. As you complete each challenge, check the Mark Complete box and wait for your Coach's approval to move on to the next challenge.

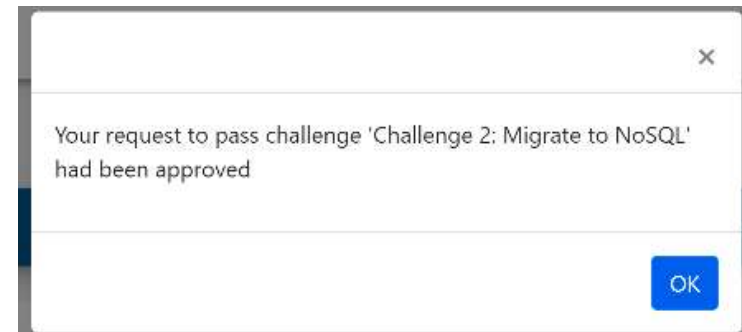


## OpenHack Guide (cont'd)

When you mark a challenge complete you will receive a popup stating that the request has been sent.



Once your Coach has approved the challenge, you will receive another popup letting you know and are able to move on to the next challenge.



# The Lab Environment

Each OpenHack has 6 logins for your hacker team

To access Azure, you must launch a separate browser using guest mode or incognito and login using the provided credentials

The image shows a screenshot of the OpenHack website interface. At the top, there is a navigation bar with links: OVERVIEW, OPEN HACK GUIDE, OPEN HACK ENVIRONMENT (highlighted), PROVIDE FEEDBACK, and MESSAGES. Below the navigation bar, there is a section titled "Environment Logins" which contains a table with 6 rows of login information. An arrow points from the "Environment Logins" table to the "Sign in" page on the right.

Display Name	User Name	Password
Hacker One	hacker1g1@OTAPRO257ops.onmicrosoft.com	hacker1g1@OTAPRO257ops.onmicrosoft.com
Hacker Two	hacker2usd@OTAPRO257ops.onmicrosoft.com	hacker2usd@OTAPRO257ops.onmicrosoft.com
Hacker Three	hacker3wag@OTAPRO257ops.onmicrosoft.com	hacker3wag@OTAPRO257ops.onmicrosoft.com
Hacker Four	hacker4yn@OTAPRO257ops.onmicrosoft.com	hacker4yn@OTAPRO257ops.onmicrosoft.com
Hacker Five	hacker5w@OTAPRO257ops.onmicrosoft.com	hacker5w@OTAPRO257ops.onmicrosoft.com
Hacker Six	hacker6edw@OTAPRO257ops.onmicrosoft.com	hacker6edw@OTAPRO257ops.onmicrosoft.com

Microsoft Azure

Sign in to Azure

Sign in with your organizational account

Sign in

Microsoft account What's this?

Email or phone

Password

☐ Keep me signed in

Sign in

Can't access your account?  
Sign in with a single-use code

Don't have a Microsoft account? Sign up now

# Sharing Logins with Your Teammates

Your teammates may start to join in on the challenge - please share all below logins with your team (see below image). The first person who signed in can access all of these logins.

Use Case Scenario – They will then see the below image to hand out their teammate's credentials.



OVERVIEW OPEN HACK GUIDE OPEN HACK ENVIRONMENT PROVIDE FEEDBACK MESSAGES				
Environment Logins				
Display Name	User Name	Password		
Hacker One	hacker1gll@OTAPRD257ops.onmicrosoft.com	*****		
Hacker Two	hacker2uxd@OTAPRD257ops.onmicrosoft.com	*****		
Hacker Three	hacker3wg4@OTAPRD257ops.onmicrosoft.com	*****		
Hacker Four	hacker4yr0@OTAPRD257ops.onmicrosoft.com	*****		
Hacker Five	hacker52lw@OTAPRD257ops.onmicrosoft.com	*****		
Hacker Six	hacker6edw@OTAPRD257ops.onmicrosoft.com	*****		

**If anyone ever needs to find their username and/or password, they may revert to the OpenHack Environment tab.**



# Provide Feedback

The Provide Feedback tab will allow you to add feedback as you work through the challenges.

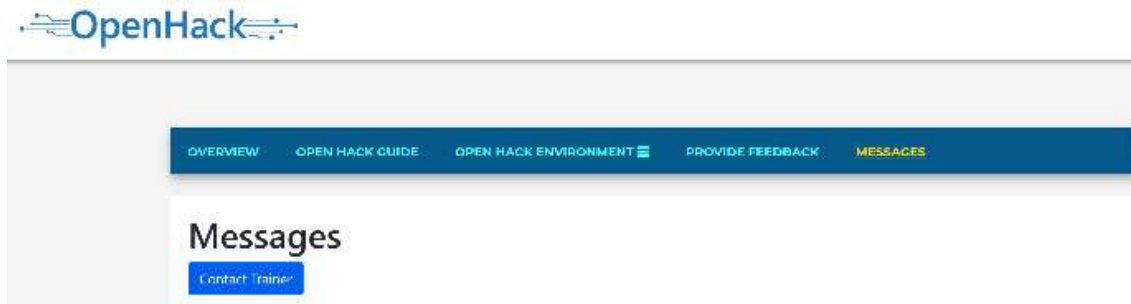


**A dialog box will pop-up once you click on Add feedback. Please feel free to share any and all feedback around VCM - this is how we continually improve the OpenHacks!**

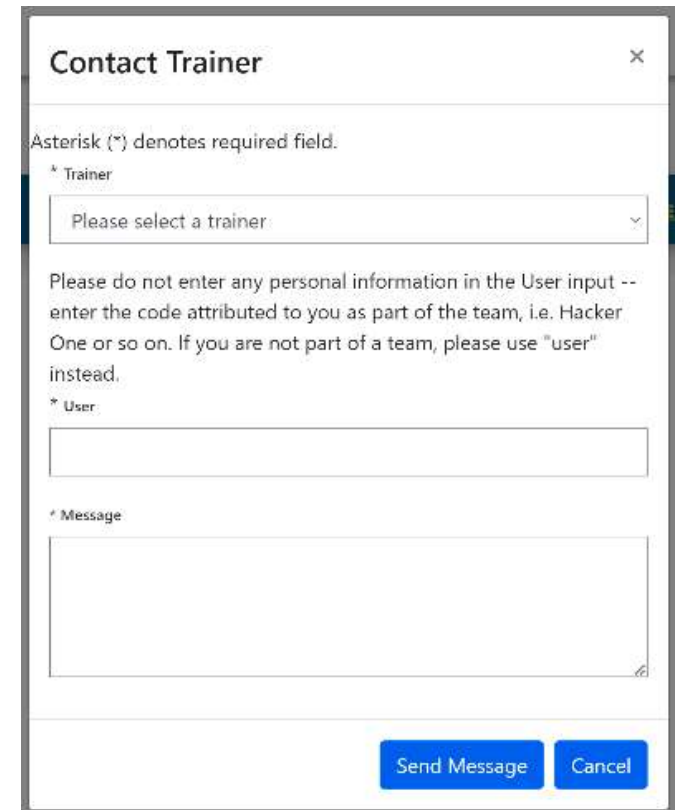
A screenshot of the "Provide Feedback" dialog box. It has a title bar with "Provide Feedback" and a close button (X). The form contains three sections: "Feedback Type" with a dropdown menu showing "General Feedback"; "Provide Feedback On" with a dropdown menu showing "Challenge 1: Based on a true story"; and a large text area labeled "Feedback". At the bottom right are three buttons: "Upload File", "Submit", and "Cancel".

# Messages

The Messages tab will allow you to contact the trainer/coach.



**A dialog box will pop-up once you click on Contact Trainer. This is where you can send a message to the Trainer/Coach.**

A 'Contact Trainer' dialog box with a close button (X) in the top right corner. It contains the following elements:

- Asterisk (\*) denotes required field.
- \* Trainer: A dropdown menu with the text 'Please select a trainer'.
- Instructions: 'Please do not enter any personal information in the User input -- enter the code attributed to you as part of the team, i.e. Hacker One or so on. If you are not part of a team, please use "user" instead.'
- \* User: A text input field.
- \* Message: A large text area for typing the message.
- Buttons: 'Send Message' and 'Cancel' at the bottom right.

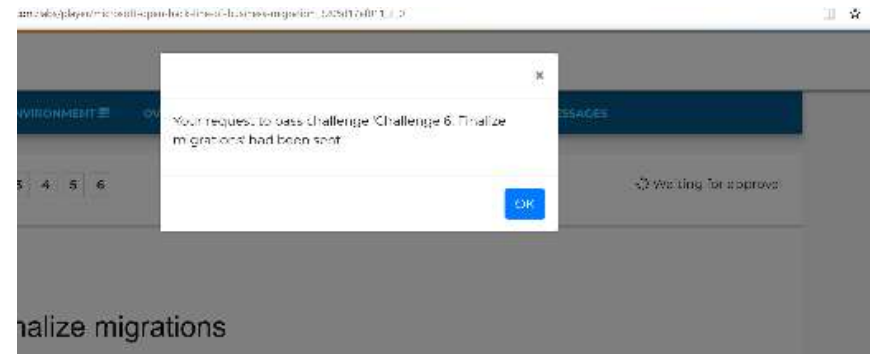
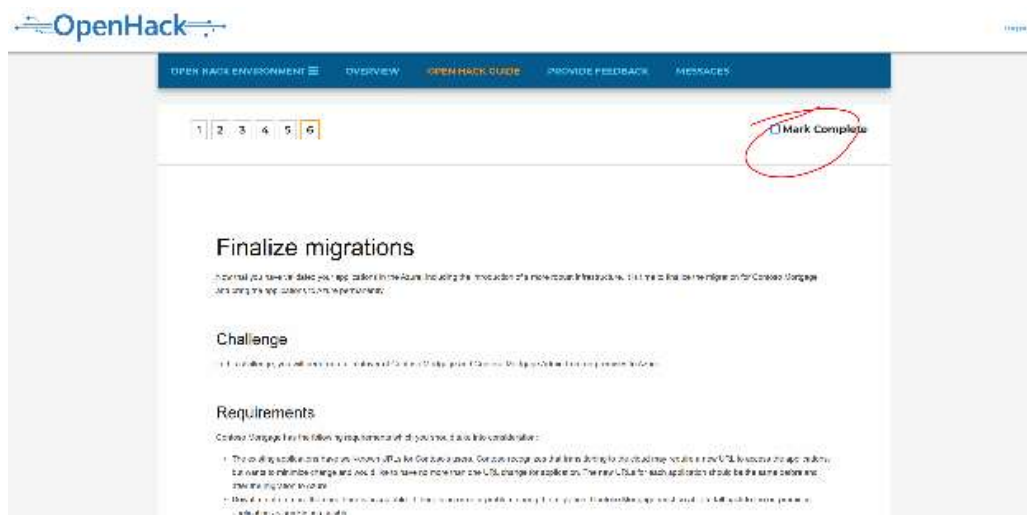


# Badges



# Receiving a Badge

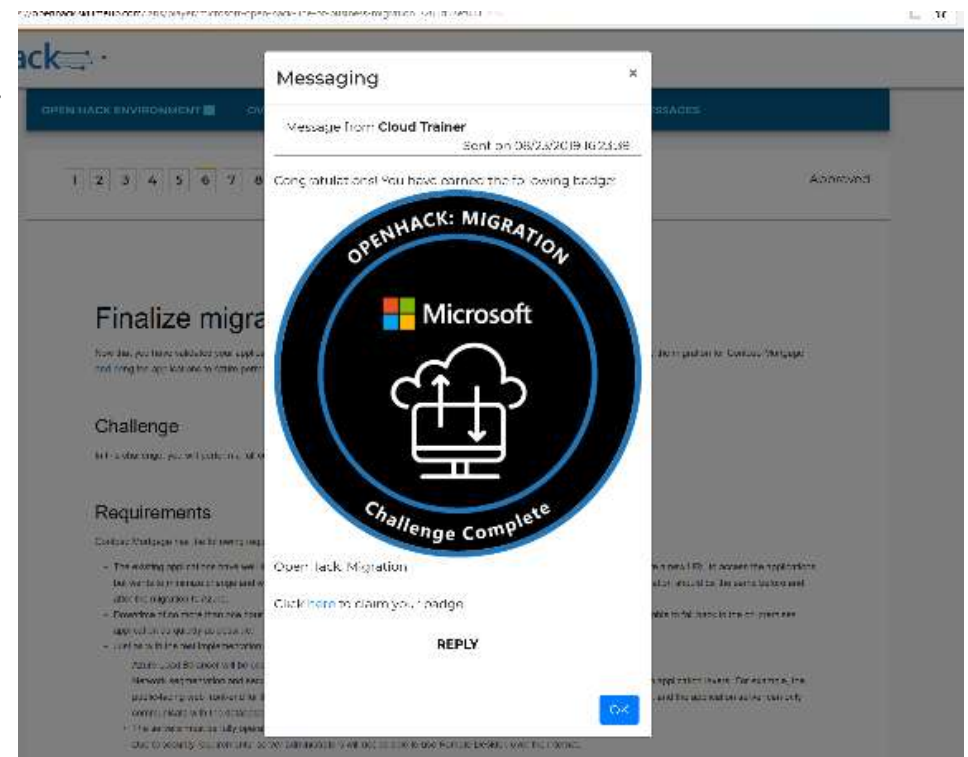
When you reach a Mark Complete on a sufficient challenge level, you will receive a badge for the OpenHack!



# Claiming a Badge

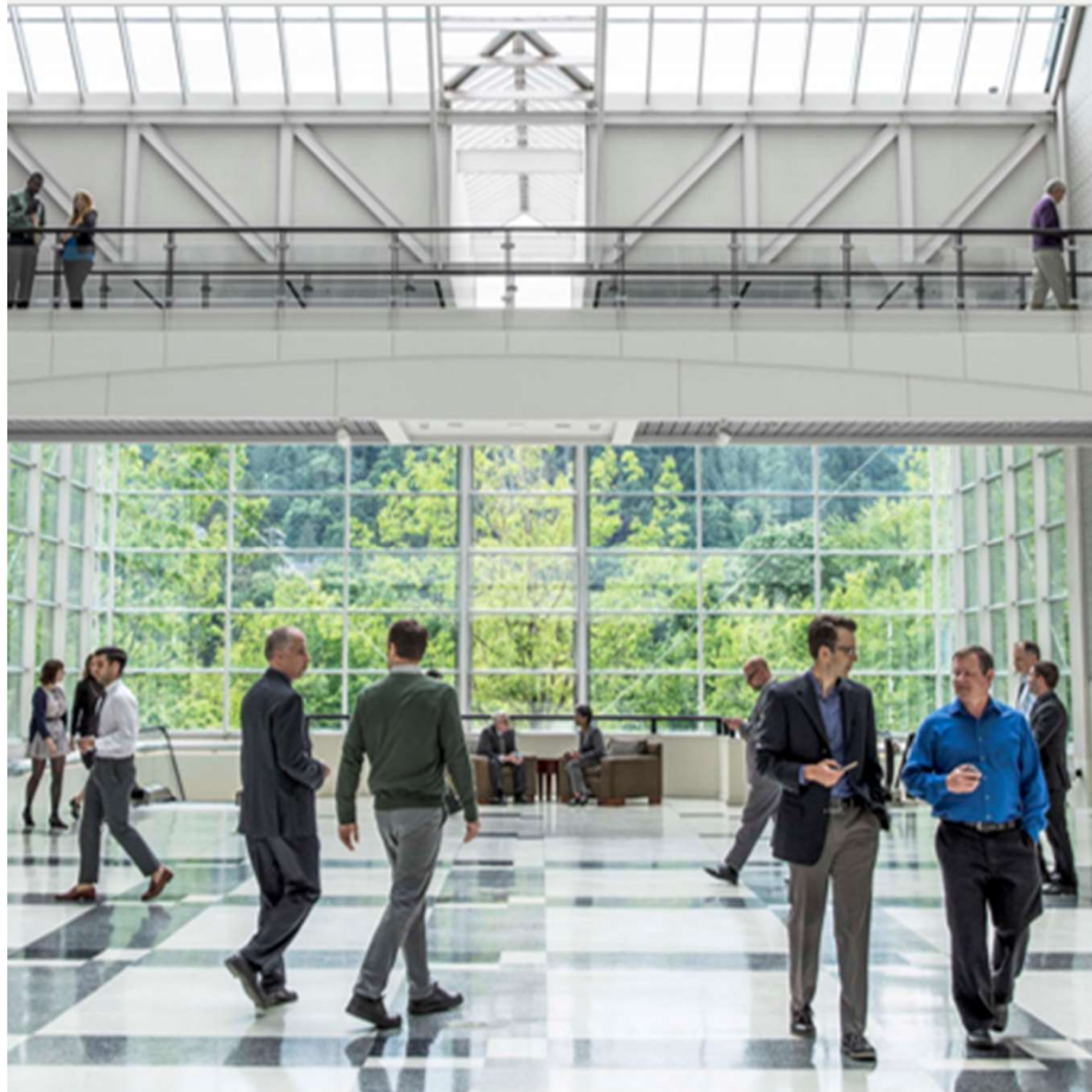
- Once your coach approves you, you will receive your badge (in a pop-up box).
- Click "here" to claim your badge.

Note: clicking "OK" will not allow you to claim your badge. You must click "here". If you accidentally click "OK" or "X-out", don't worry, just ask your coach to re-issue you your badge.



# Summary

- Logging into the VCM
- Navigating the OpenHack Classroom
- Badges





# Azure Symbols



## Azure Symbols (cont'd)





## Azure Symbols (contd)

