

IAP2 Australasia Virtual Learning

Getting started checklist

Follow this checklist to make sure you are ready to start your virtual training with IAP2 Australasia.

- ☐ Read through the 'Read me – course overview and system information' document
- ☐ Set up your Zoom account
- ☐ Perform a Zoom tech check:
 - Download or update the latest version of Zoom to your PC, Desktop or Laptop:
 - Check Zoom compatibility with your device PC, Desktop or Laptop, and perform checks below:
 - Check you know how to Mute/Unmute
 - Test your Sound
 - Check any Headset Connectivity
 - Check you how to turn your Video On/Off
 - Check your Camera/Webcam Connectivity
- ☐ Access IAP2A course materials to ensure you are comfortable using the system
- ☐ Download and print a copy of the Engagement Facilitation participant manual