

ONLINE TRAINING

Student's Manual

Version 1.0

Updated 6 July 2020

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Welcome!



This document will guide you on how to access the different platforms in gistec online training.

The platforms and applications used are as follows:

TRAINING SEMINAR



PRACTICAL TRAINING



+ Remote Desktop Connection
(Virtual Machine)

WEBINAR



Technical Requirements

Operating System

Windows 7 or higher

Internet browser

Latest version of Mozilla Firefox, Google Chrome, or Safari

Screen resolution

1366 x 768 or higher, 32-bit color is recommended

Network connection

A hardwired connection with download speed of at least 10 Mbps is recommended to view the seminar.

- * Enable cookies and turn off pop-up blocker when viewing events on Livestream



Online Training Formats

Practical Training: a course that includes a hands-on software exercises with data

Training Seminar: a live short lecture on one particular topic

Webinar: a live presentation with demos on new and trending topic or software and applications from Esri and partners.

Click the boxes below to view guide

**Training
Seminar**



**Practical
Training**



Webinar



***Training
Seminar***

Training Seminar

BOOK YOUR COURSE ONLINE

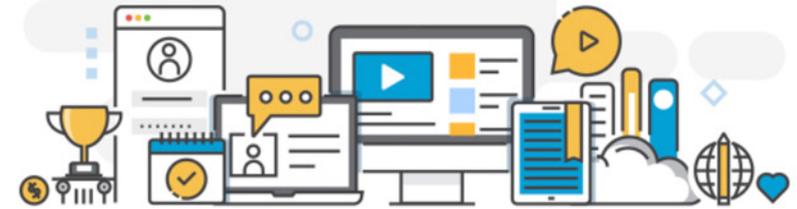
Visit gistec.com/training and register for your chosen training course

If you already have an account on WizIQ, skip to step 3.

1 WAIT FOR EMAIL CONFIRMATION

After your registration is confirmed, you will receive an email from noreply@wiziq.com. Then, click **SET PASSWORD**.

Note: If you didn't receive an email confirmation, kindly check your junk or spam folder and make sure to put the above email in your safe senders list.



Welcome aboard!

Hi [redacted]

Welcome to your new learning destination – gistec.wiziq.com. Choose the courses you like, engage in conversations with peers and do many more amazing things.

To set your password, click on the button given below. The link is valid for 48 hours.

SET PASSWORD

In case of any difficulty, reach us at [redacted]

See you there,
Administrator
gistec.wiziq.com

Welcome to your new
engage in conversations w
To set your password, click on

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In case of any difficulty, r

See you there,



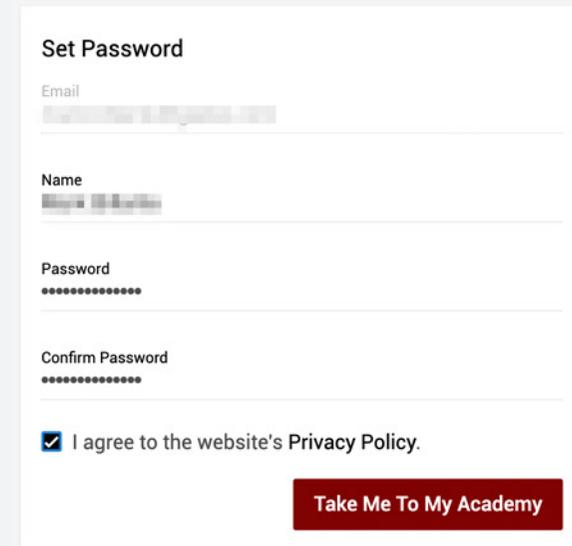
Training Seminar

2 SET UP YOUR WIZIQ ACCOUNT

Make sure your email, name, and password are correct, and accept the terms and conditions.

3 ON THE DAY OF YOUR CLASS (20 MINUTES AHEAD OF CLASS TIME)...

Click the class link provided to you and log in using the email and password of the WizIQ account you created earlier.



Set Password

Email
[Redacted]

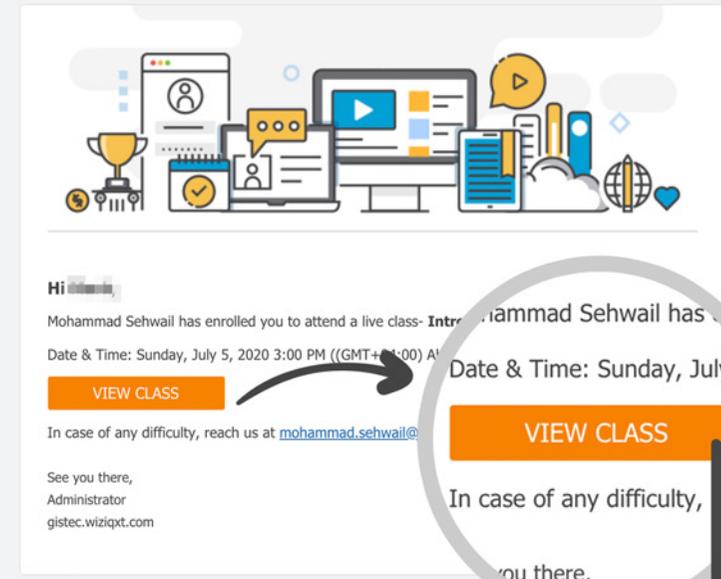
Name
[Redacted]

Password
[Redacted]

Confirm Password
[Redacted]

I agree to the website's Privacy Policy.

Take Me To My Academy



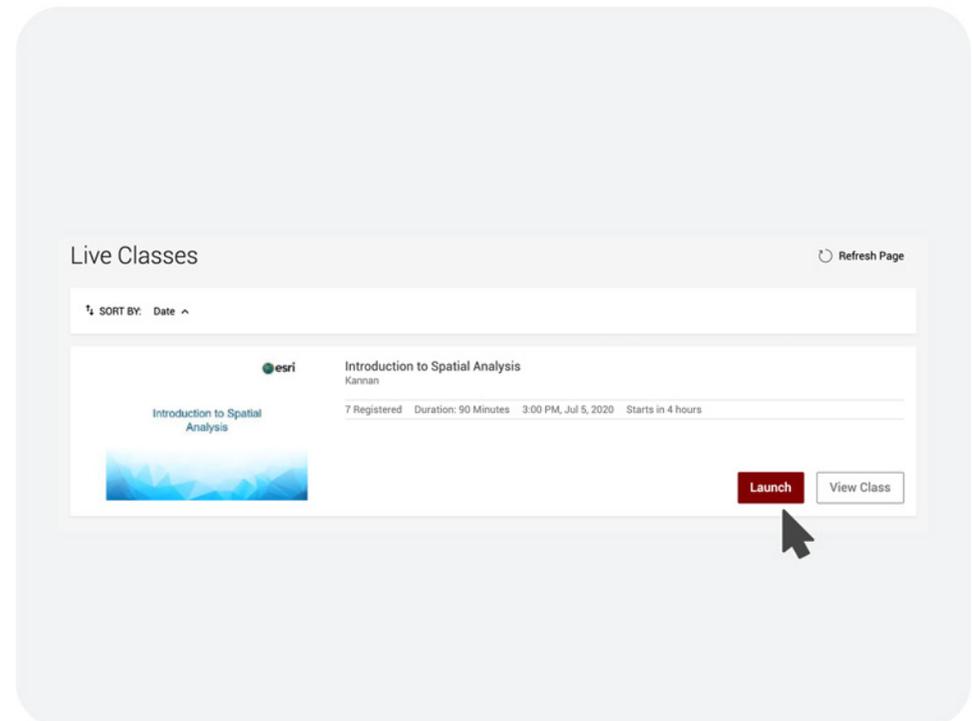
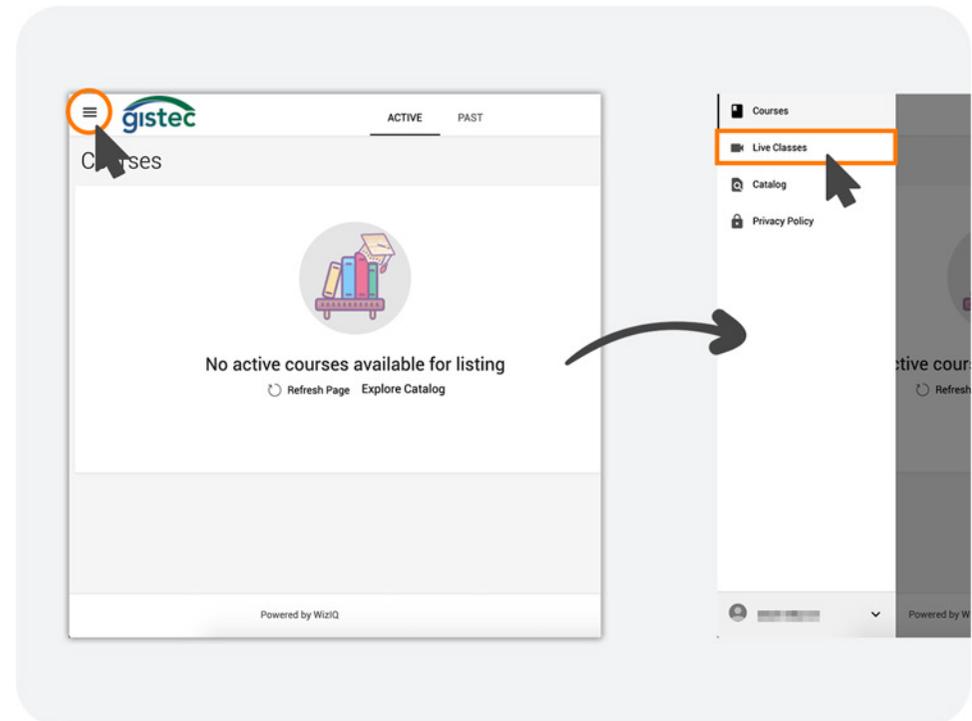
Training Seminar

4 VIEW LIVE CLASSES

Once you are logged in successfully, click the menu button at the top left of the page.

5 LAUNCH CLASS

Find the class you're enrolled in and click **Launch** to enter the classroom.



Training Seminar

6

ALLOW SPEAKER ACCESS

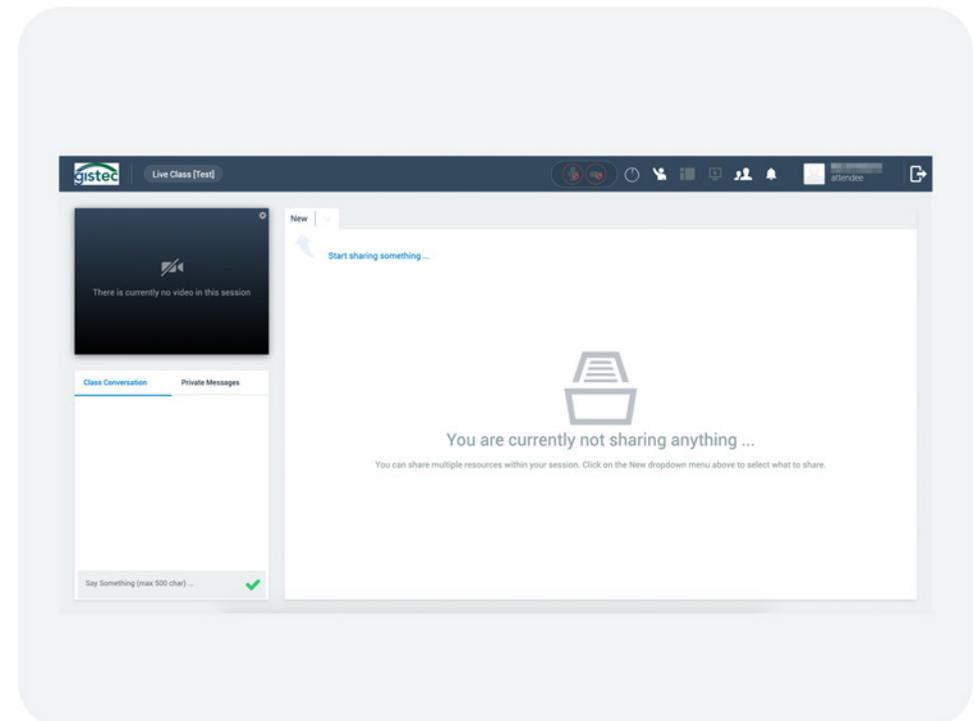
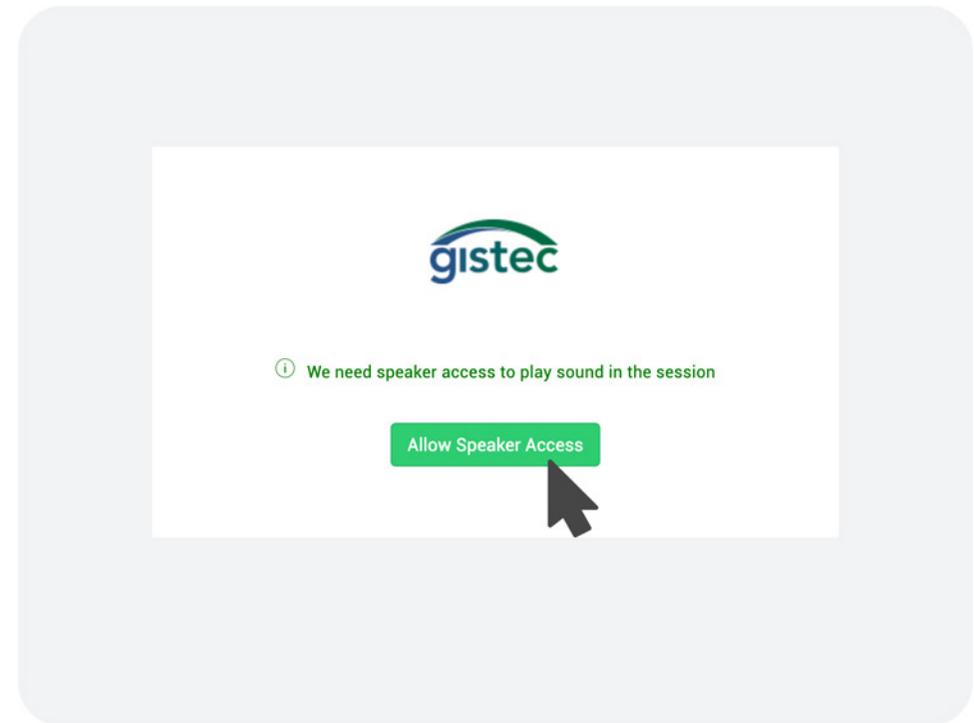
A new browser window will open where you have to click **Allow Speaker Access**.

Note: Your microphone will not be operating until your instructor allows you to speak.

7

ACCESS THE CLASS INTERFACE

Now that you are inside the classroom, your instructor will guide you through the class interface.



Practical Training

Practical Training

BOOK YOUR COURSE ONLINE

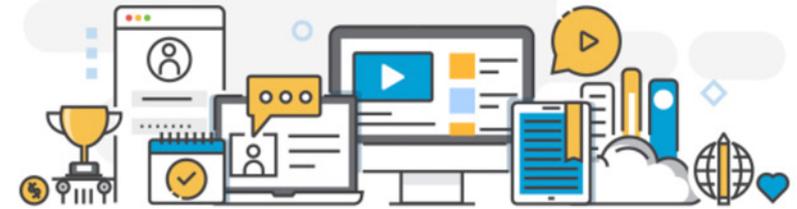
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Practical Training

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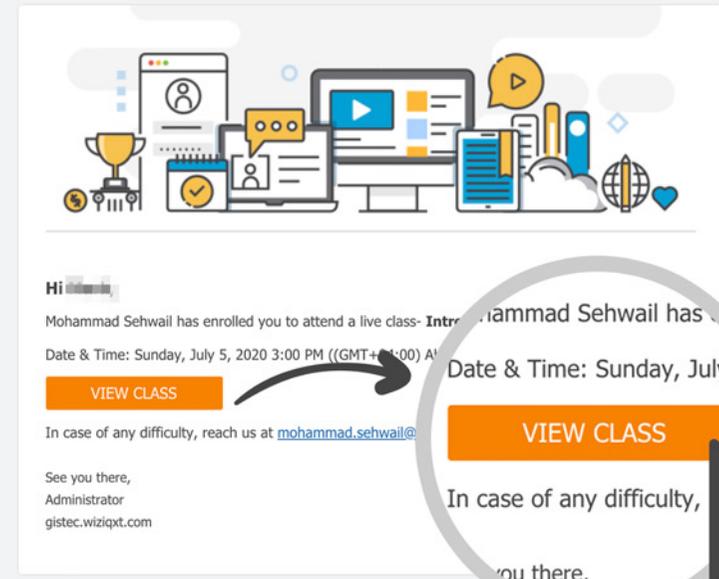
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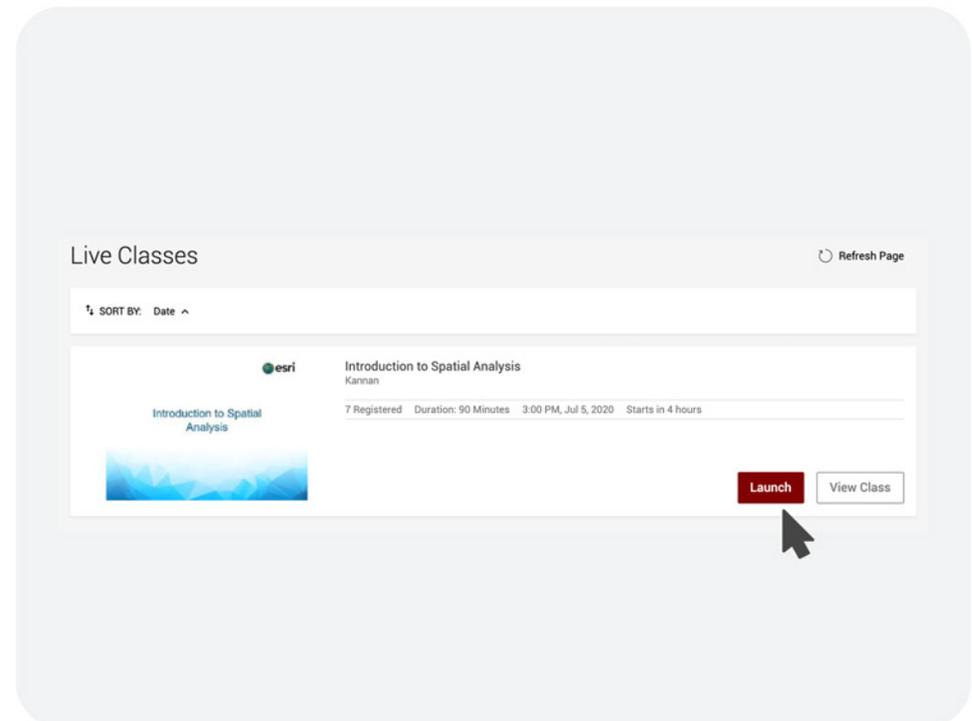
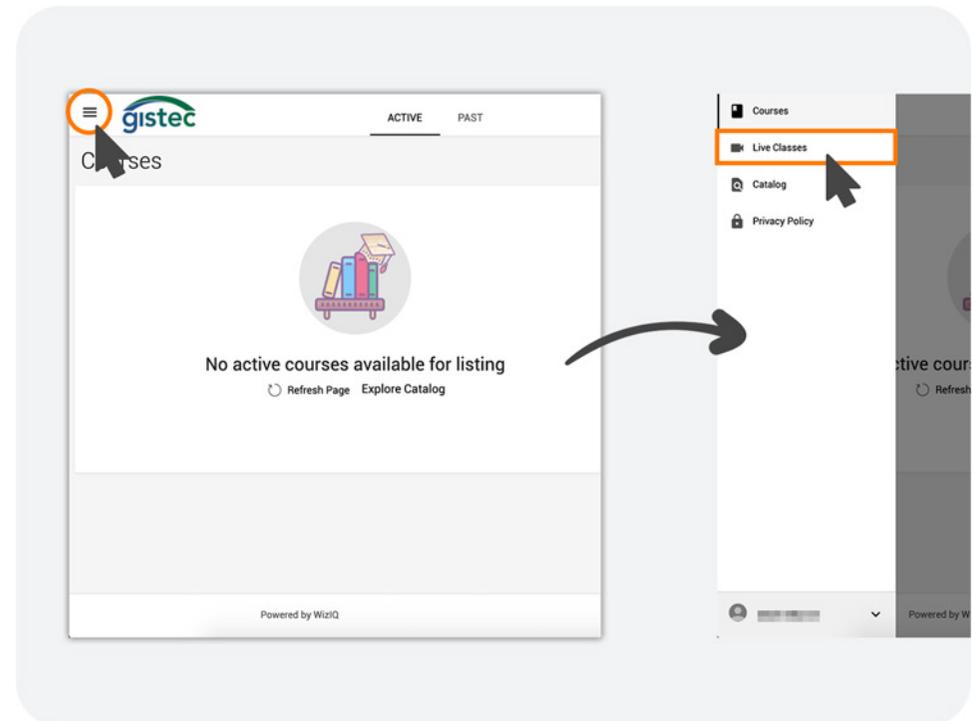
Practical Training

4 VIEW LIVE CLASSES

Once you are logged in successfully, click the menu button at the top left of the page then click **Live Classes**.

5 LAUNCH CLASS

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Practical Training

6

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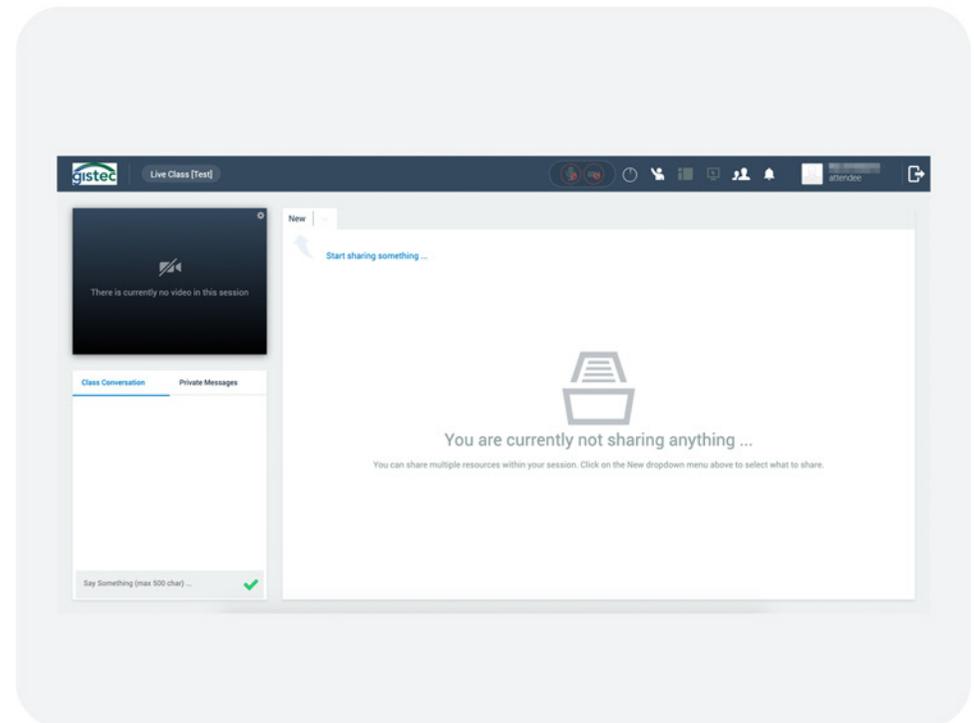
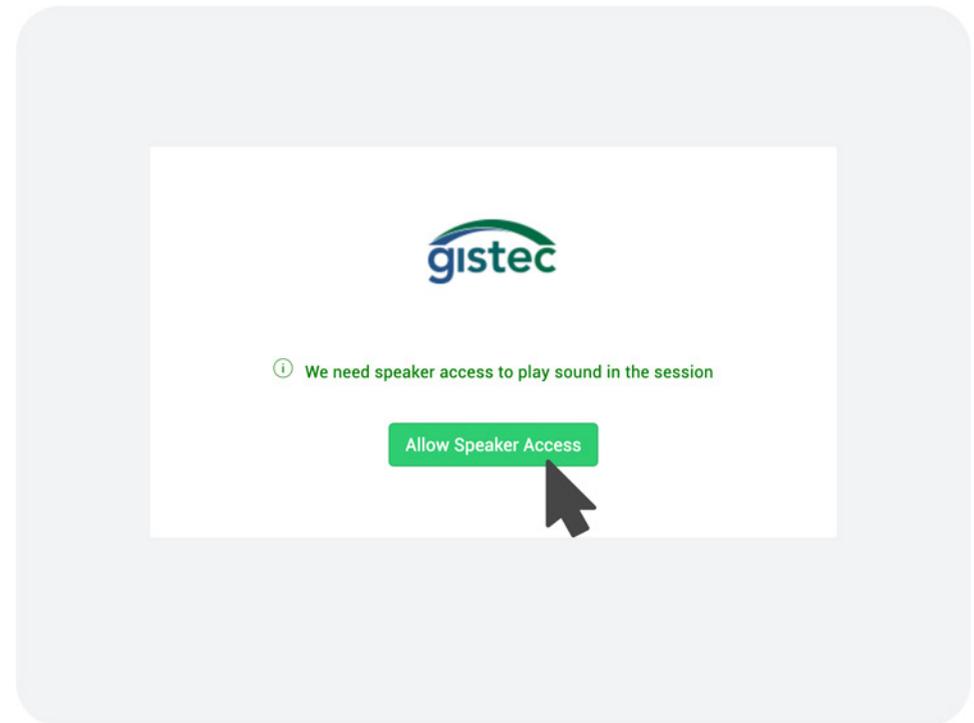
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Practical Training

8

GET VIRTUAL MACHINE CREDENTIALS

Your instructor will email you the credentials to access the virtual machine. It should contain the public IP address, username, and password.

9

OPEN REMOTE DESKTOP CONNECTION APP

Search for **Remote Desktop Connection** in your applications.

Dear **[Name]**,
Good Day,

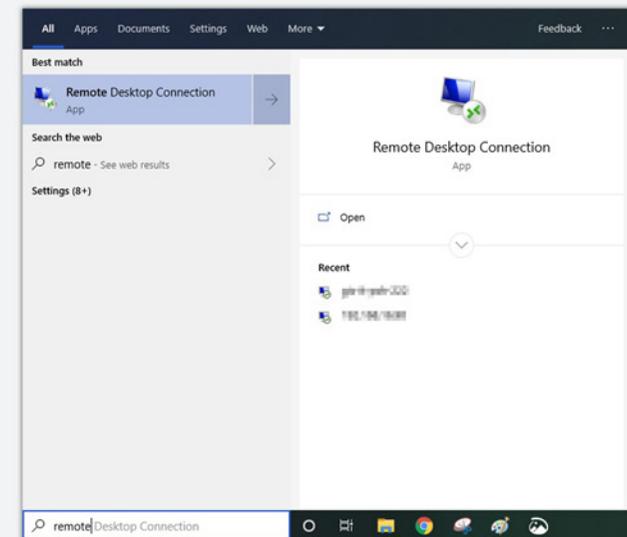
Kindly use the below credentials and the Enrollment Process document attached to access the Cloud VM:

Public IP Address: **[IP Address]**
Username: **[Username]**
Password: **[Password]**

The allowed access time for the Cloud VM is within the class time [8:00 am ~ 1:00 pm on class days].

Also you can access the virtual classroom on the below links:

Day 1: [\[Link\]](#)
Day 2: [\[Link\]](#)



Practical Training

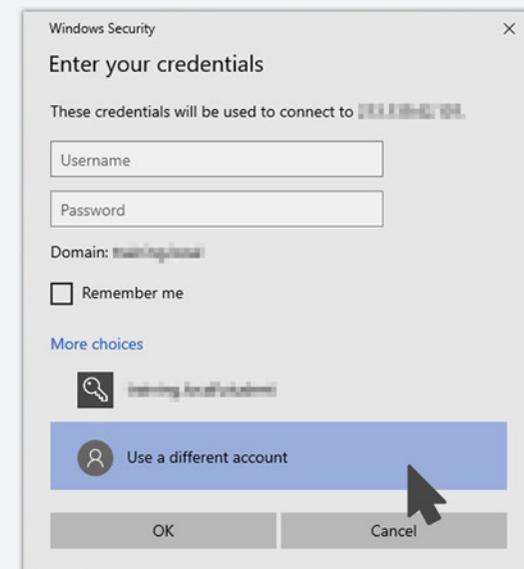
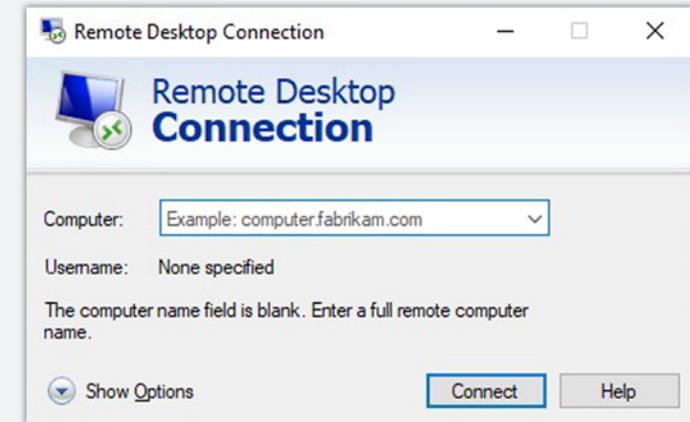
10 ENTER PUBLIC IP ADDRESS

Once you start the application, fill out the **public IP address** emailed by your instructor earlier.

11 ENTER USERNAME AND PASSWORD

Enter the **username and password** provided in the same email.

Note: In case you have been using Remote Desktop Connection app before, select "Use a different account", and type down the credentials you have been provided.

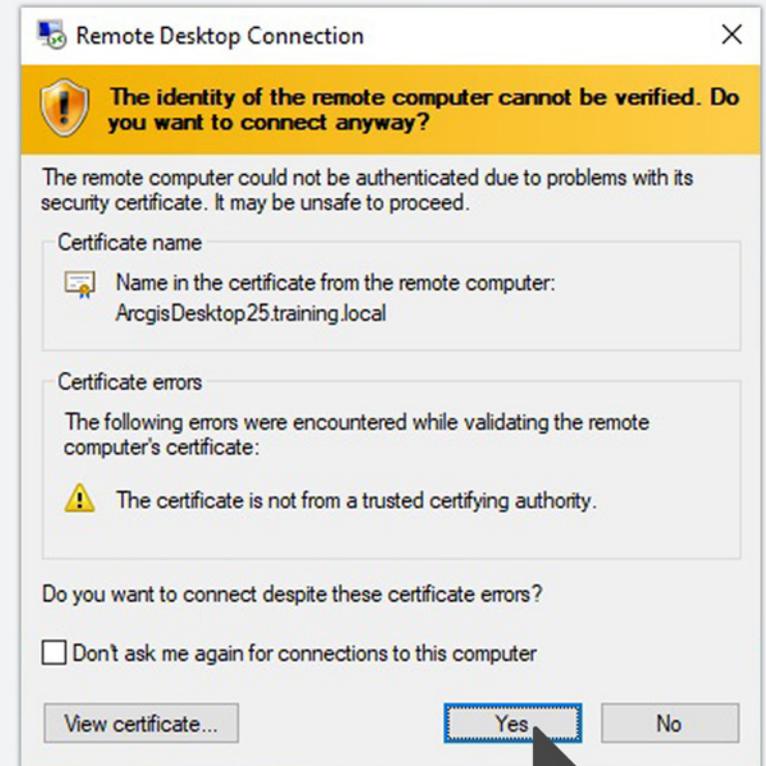


Practical Training

12 CLICK TO CONNECT

A dialog box will pop up after entering the credentials. Click **Yes** to enter the virtual machine.

Your instructor will guide you on how to access the applications inside the virtual machine for the practical training exercises.



Webinar

Webinar

BOOK YOUR WEBINAR

Visit gistec.com/training/webinar and register for the webinar you wish to attend. Click **Reserve your slot** to proceed.

1 FILL OUT THE REGISTRATION FORM

Complete the registration form on mygistec.

Note: Log in or create a mygistec account to access the registration form.

★ Smart Surveys that Work Online and Offline on Any Device

Smart Surveys that Work Online and Offline on Any Device

Location: Online

Date: July 1, 2020

Type: Webinar

Business Email Address

First Name *

Last Name *

Nationality *

Mobile Country Code *

Mobile Number *

Type your mobile number after country code (ex: +971501234567)

Job Title *

Department *

Gender

Esri Customer Number (If you know it)

Submit

Webinar

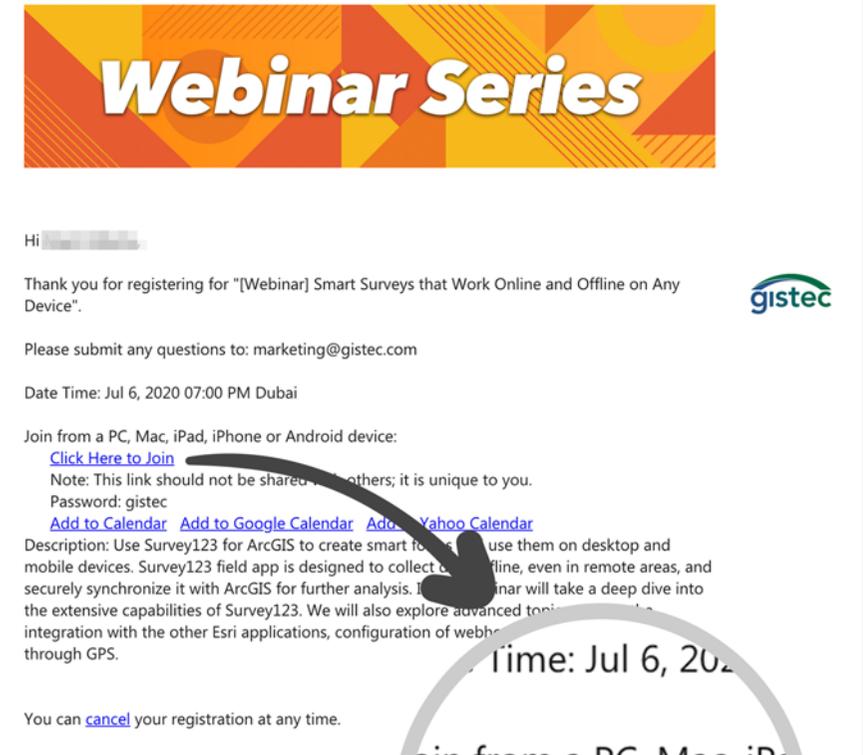
2 WAIT FOR EMAIL CONFIRMATION

Once your registration is approved, you will receive an email from **no-reply@zoom.us** containing the link to join the webinar.

Note: If you didn't receive an email confirmation, kindly check your junk or spam folder and make sure to put the above email in your safe senders list.

3 JOIN THE WEBINAR

On the day of your webinar (at least 5 minutes before the schedule), press **Click Here to Join** from the email you received earlier.



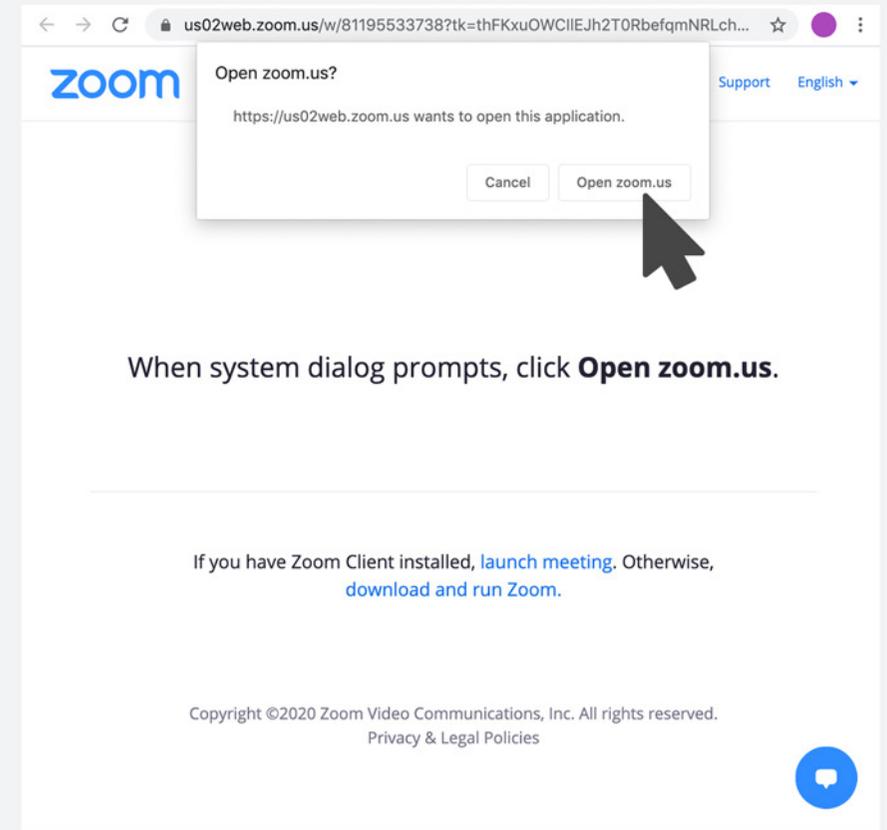
Webinar

4

OPEN ZOOM APPLICATION

Click **Open zoom.us** in the dialog box.

Note: You need to download and install Zoom desktop application prior to joining the webinar. Download for free at www.zoom.us



More info

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 gistec.com/training

Frequently asked questions
(FAQs)

