

## **BSC ONLINE COURSES/TRAININGS LOGISTICS (STUDENTS/PARTICIPANTS)**

### **Recommendations and notes:**

- Please make sure you have a reliable internet connection.
- Other technical requirements and material(s) for the course/training will be sent to participants via e mail, only if needed\*. Please read all documents in advance and take appropriate actions (e.g. installing all required software).
- As a participant of an online Zoom course/training you do not need to have a Zoom account to join the course/training, though we would recommend having it if you are planning to join more online courses. You can join the course/training from your phones, desktops, mobile devices, and tablets.
- To be able to do more things at the same time and to avoid the issue with a single screen, it is recommended joining in on a phone/tablet and a computer/laptop or having two screens. You can have both devices logged in, so you have the benefit of a second display.
- Before the start of the course/training you will receive the latest version of the agenda/programme and the Zoom connection details of the course/training.
- On the day of the course/training, it is recommended to login in 5-10 minutes before the course/training starts.
- When you join the online course/training, you will be in the Zoom waiting room until the host of the meeting verifies that your Zoom username matches your registration name.
- In case of any technical issues, leave the meeting and enter it again. If it doesn't work, restart your computer/laptop/mobile and join the meeting. If you continue to have any technical issue, write an email to [patc@bsc.es](mailto:patc@bsc.es) (in case of PATC courses) or [education@bsc.es](mailto:education@bsc.es) (in case of other courses and trainings).
- We encourage you to participate as much as possible in the course/training. It will be explained at the beginning of the course/training how to participate and/or ask a question since you will be muted during the course/training to avoid unwanted noise. You can have your camera on, however, it could have an impact on the reliability of the connection, thus we recommend not using the video unless the course conveners or trainers ask for it.
- To receive a certificate from the course, it is necessary to attend every session every day of the course/training. The attendance will be monitored every day. The certificates will be sent via an email.
- At the end of the course/training we will send you a questionnaire to ask for your feedback so that we continue providing good quality courses. We would truly appreciate it if you could fill out the questionnaire once you receive it.

For queries about PATC course(s), please write to [patc@bsc.es](mailto:patc@bsc.es) For queries about BSC training, MSc or PhD courses, you can contact [education@bsc.es](mailto:education@bsc.es)