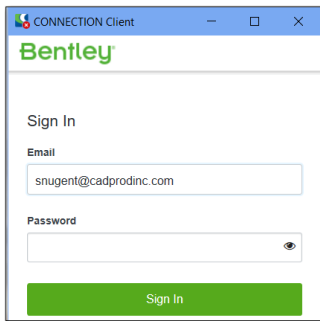


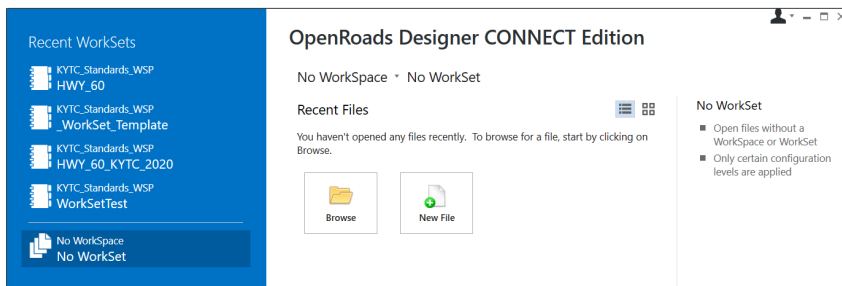
PREPARING FOR YOUR VIRTUAL TRAINING

Prior to the class, there are a few things to have prepared.

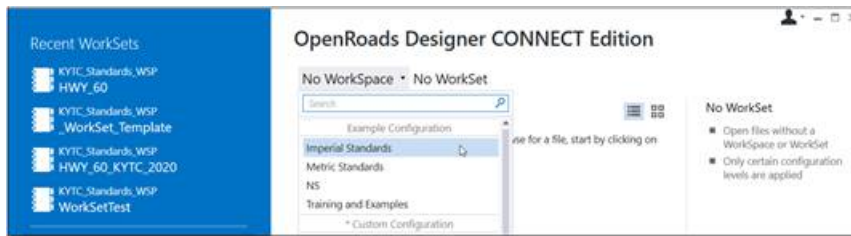
1. Please confirm your registration with the link you have been provided via email.
2. You must have an internet connection with enough bandwidth to support video streaming.
3. A microphone and speakers (or headset) are required for the best experience.
4. A video camera is recommended but not required.
5. Zoom client must be installed. Please download it here: (<https://zoom.us/download>).
6. Follow these directions to join a test meeting: https://support.zoom.us/hc/en-us/articles/115002262083-Joining-a-Test-Meeting?mobile_site=true
7. You must have OpenRoads Designer (One of the 2020 releases, preferably Version 10.08.01.33 – 2020 R2 U8) installed on your machine (ORD or MicroStation CONNECT if you are taking a MicroStation class).
8. You must have a Bentley login to run the software. Your login is how Bentley tracks licensing through the CONNECTION Client.



9. To test your setup, start MicroStation or ORD. CONNECTION Client will start automatically if you haven't already logged in.
10. If you see a Welcome page, pick the arrow on the right side to go to the Work Page which is shown below.

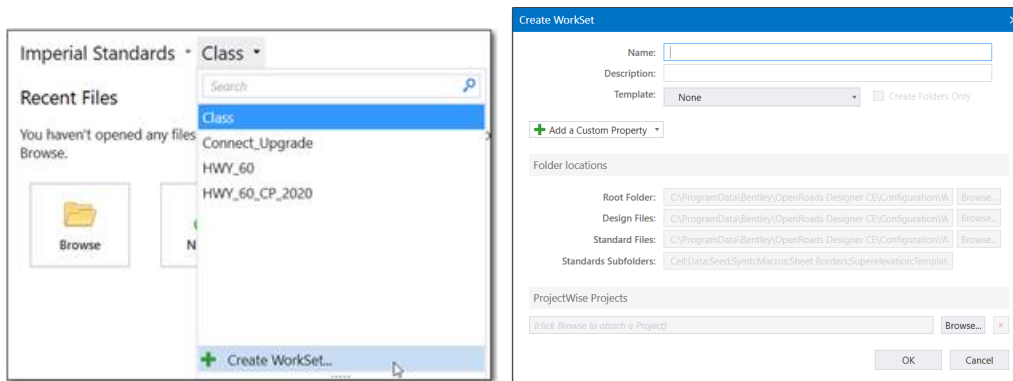


11. Select the drop-down list next to **WorkSpace** and make certain you can see **Imperial Standards**.



This is the Bentley configuration that we will be using in class.

12. Select **Imperial Standards**, then choose the drop-down next to WorkSet and make certain **Create WorkSet** is available. (If you've been using the software, you may see other WorkSets listed like shown here.)



13. **Cancel** and **Exit** ORD (or MS).

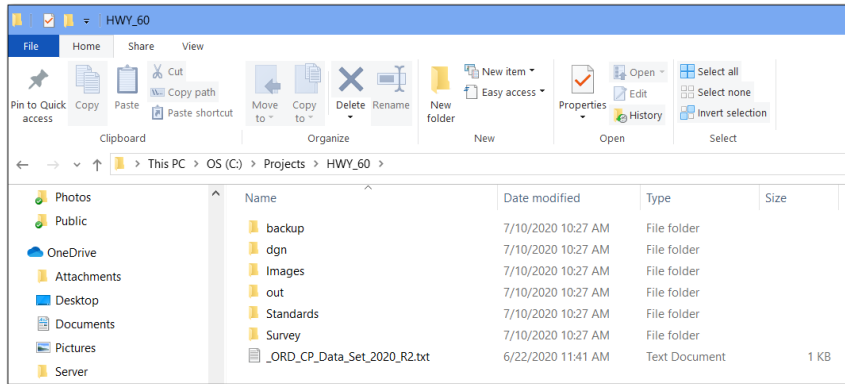
14. Download and install the data files for the class you are taking.

- For OpenRoads Designer download here:
https://www.dropbox.com/s/ejeh2o5387k1yfr/CP_HWY_60_ORD_06_20.exe?dl=0

You do not need a Dropbox account to download. This is a self-extracting zip file. After downloading, run it to install the data set on your machine.



15. Check that you have a C:\Projects\HWY_60 folder for ORD or C:\Projects\ with subfolders and files for MicroStation.



16. That's it; your machine is ready for your virtual training class!

You will receive a manual prior to the training. We will be using the manual throughout the class, so be sure you have it available each day.

During class, please join from the same machine where your software is loaded – when we go into breakout rooms, you will be sharing your screen with me for questions.

If you are unfamiliar with Zoom and like more detailed information, here's a link to a Zoom video on joining a meeting. <https://support.zoom.us/hc/en-us/articles/201362193> and don't forget to download the tips sheet on the page where you found this list.