

IHSA's Virtual Training

Frequently Asked Questions

What is virtual training?

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What is required as a participant?

How do I receive my certificate of completion?

What is virtual training?

Virtual training is delivered by a live instructor at a predetermined time online. Participants can join from anywhere with convenience and flexibility to receive the same training as they would in a classroom.

How does virtual training work?

A web link will be emailed to all registrants 3 days prior to the training program to access the online classroom. IHSA uses GoTo Meeting for virtual training. Before the course, you should [Try a test session](#) and download the [GoToMeeting app](#)

What are the technical requirements?

To access the virtual training you will need:

- Computer or laptop
- Internet connection
- Audio connection (computer or phone can be used)
- Webcam
- Headset

What is required as a participant?

- Join the virtual training session before the set start time by clicking on the meeting link. **Entry will not be permitted after the program starts.**
- Turn on your webcam. This improves the training experience.
- Ensure you have your participant material.
- Participate in course activities, this may include things like quizzes and discussions using the microphone and/or chat functions.
- Complete the final evaluation, only one attempt is permitted.

How do I receive my certificate of completion?

Upon successful completion of the course a certificate will be emailed to participants.