



## Student Instructions for MAPTS Distance Delivery MSHA classes (ZOOM classes)

- Requires desktop or laptop computer with two-way connectivity, including camera and audio which must be on during entire class;
- **No Phone use is allowed for connecting to the class;**
- **Only one person per computer screen is allowed**
- Minimum 5.0 Mbps download and 1.5 Mbps upload speed for device - this is variable, test your device on: speedtest.net
- Instructor will use Zoom platform for training, familiarity with the platform is encouraged and is available free of charge at Zoom.us;
- Student will receive a Zoom invitation via email. To join class, in the email message, click on Zoom link that looks like: <https://alaska.zoom.us/j/#####>
- Click on your Zoom invitation **a few minutes early** in order to download the file and be prepared for class to start **on time**;
- Instructor will ensure the attendance and attention of each student via video and audio throughout class time;
- Attention, attendance, respect for others is expected as if sitting in classroom with other students;
- For hearing impaired, you may need an external speaker or earphones plugged into your computer;
- Limit your surrounding physical distractions;
- Be aware of immediate surroundings in your camera view as they may be visible to instructor and other students; a virtual background is available through Zoom;
- If you are dropped from the session, re-enter through the link on your original email invitation or call the MAPTS office at (907) 262-0231 or (907) 786-6413;
- Repeated technical difficulties may result in student being excused from class;
- 5000-23 certificate or Part 46 Certificate packet will be emailed to you after class. If you do not receive your certificate, please contact the office.

### MAPTS Office Contacts

(907) 262-0231

(907) 786-6413

(907) 262-0236

Email: [mapts@alaska.edu](mailto:mapts@alaska.edu)