



# eptac

TRAIN. WORK SMARTER. SUCCEED.

## **Requirements and steps to prepare for and participate in your Live EPTAC On-Line Training class**

### **Computer/Technical Requirements:**

- 1) The computer you will be using to attend class and take the exams **MUST** have the following:
  - Windows: 10, 11 or Mac: OS x 10.13 or higher
  - Webcam (internal or external) & Microphone (for use during Zoom Lecture and during Exams)
  - Ability to use Zoom for the lecture class
  - Administrative privileges to install IPC's LockDown Browser needed to take the exam via IPC's Remote Proctor system
    - Contact your IT Department to be sure you will be able to install this **BEFORE you enroll in the class.**

NOTE: Chromebook's **cannot** be used for the exams as the IPC LockDown Browser does not work with this device.

The link below can be used to confirm that the computer and microphone will work properly in Zoom for the on-line live class.

<https://zoom.us/test>

### **Course materials:**

- 1) CID, CID+ and Counterfeit Components programs will have their study/course materials shipped to them.
- 2) Attendees of all other programs must obtain a HARD COPY of the correct version of the standard. You may use your own or order a hard copy of the standard at [www.soldertraining.com](http://www.soldertraining.com)

NOTE: Be sure you have the CORRECT REVISION being taught in the lecture program. Sometimes the current IPC training program may not be the same as a newly released standard. (IPC begins updating the training program after the new revision is published)

(Printing errors do happen. Please inspect your standard to ensure there are no missing pages that could impact you during your exam.)

### **Zoom Registration:**

1. When you confirm your enrollment with EPTAC, in the email with your payment acknowledgment, we will send a link for attendees to register themselves in Zoom for this class. Each attendee **MUST** register themselves in Zoom within 24 hours in order to receive the link to attend the class.

**Be sure to use the email address you want to receive the Zoom reminder links for this class.**

(It does not matter what device you will be using. Just that you have access to this email on the device.)

(Counterfeit Component Attendees – Skip this item)

### **IPC Portal Registration:**

Each attendee **MUST** register themselves in the IPC Edge 2.0 system (see attached directions).

1. You need to provide the attendees email used as their IPC Edge User Name with your payment information to be enrolled.
2. After you receive the email from IPC confirming you've been added to the class, login to IPC Edge and take your practice test and install the Lockdown Browser. This **MUST** be done before class. Do not wait until the last minute in case you have technical issues

(Challenge Testing or Retesting exams only – Skip this item)

### **Accessing the live class:**

An hour before the live class, Zoom will send you an E-MAIL from "EPTAC Corporation" to the email address you used to register in Zoom, click on Join the Meeting link in this e-mail to join the class on its scheduled date and time.

### **Taking your Exams:** (Lockdown Browser will not work with Chromebooks)

Login to the IPC Edge 2.0 <https://my.ipcedge.org>,

Navigate to your class Icon, Click on "Proctored Practice Exam", follow on screen prompts

Complete the practice exam to ensure your LockDown Browser is working and familiar yourself with the Proctored exam process.

When ready to begin your exam, select the Launch Exam Button

Complete the Check-in to Remote Proctoring through the Browser

Complete the Exam normally

Link to IPC's Remote Proctor User Guide if needed.

[https://drive.google.com/viewerng/viewer?url=https://img.ipcedge.org/Remote\\_Proctoring\\_Guides/rpguide\\_EN.pdf](https://drive.google.com/viewerng/viewer?url=https://img.ipcedge.org/Remote_Proctoring_Guides/rpguide_EN.pdf)