

How Online Training Works!

LBB Training

Online training requires communication between the instructor and the student. This is done by using either GoToMeeting or WebEx.

Once you go to GoToMeeting, you will be asked if you are Hosting a Meeting or Joining a Meeting. Since you are the student, you will be *joining* a meeting.

Click on the *join* button and the computer will search your computer for the components to match GoToMeeting. If they are not there, the computer will ask you to download those components to your computer so you will be able to communicate and see the screen of your instructor. Once this download is finished, you will then log into the meeting by use of long distance phone number or a toll-free number. This will be the same or similar for WebEx.

You will be able to see the instructor's desktop and the instructor will demonstrate the software from their computer using their software. You do not need to have the software at that point. However, you will need the software to do the exercises.

This is all you need to do for online computer classes. You should have one of these high speed connections on your computer DSL/cable modem/T1 line for these classes. *Dialups will not do!*

If you have any questions about books, they are recommended and yes, there is homework. The only way to get better is do work on the computer daily and to do the homework. This way, you have something you've earned and something to make you a valuable employee in your job search.



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