



## PREPARING FOR YOUR VIRTUAL TRAINING USING THE ODOT CONFIGURATION

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

For ODOT employees, please email Debra Hunt [debra.a.hunt@odot.state.or.us](mailto:debra.a.hunt@odot.state.or.us) if you have any problems with these instructions.

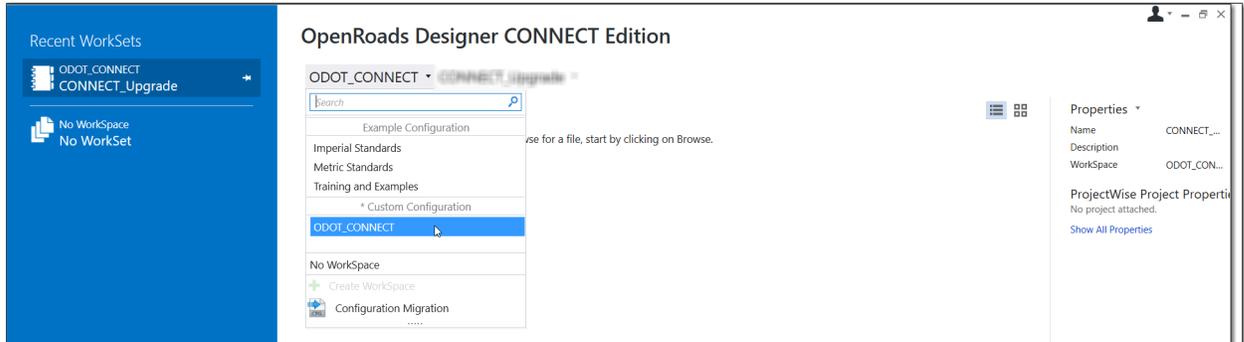
1. Prior to the class, your computer will be prepared as follows:
  - a. The current version of MicroStation CONNECT (MSC) or OpenRoads Designer (ORD) installed – completed automatically via software update at night
  - b. The current version of the ODOT configuration installed – log on script will do this automatically after software is installed
  - c. Training dataset installed – you will do this in a prep session using a desktop shortcut that is provided
  - d. Zoom Client for Meetings App installed from the ODOT Software Center – you will do this in a prep session for the class
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. After the Zoom App is installed, follow these directions to join a test meeting:  
[https://support.zoom.us/hc/en-us/articles/115002262083-Joining-a-Test-Meeting?mobile\\_site=true](https://support.zoom.us/hc/en-us/articles/115002262083-Joining-a-Test-Meeting?mobile_site=true)
6. You must have a Bentley login to run the software. Your login is how Bentley tracks licensing through the CONNECTION Client. ODOT provides [CONNECTION Client Registration Instructions](#) for registration and password resets.



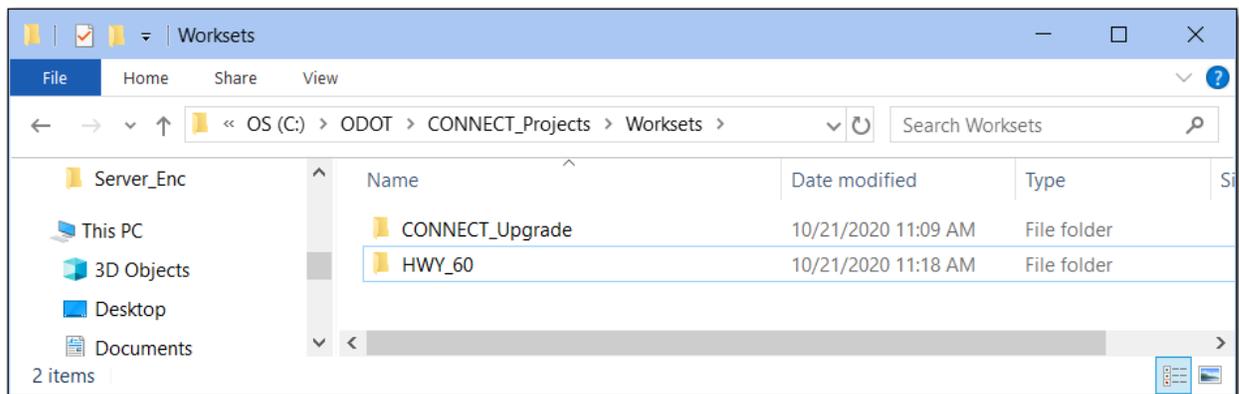
7. To test your setup, start MSC or ORD. CONNECTION Client will start automatically if you haven't already logged in.



- If you see a Welcome page, pick the arrow on the right side to go to the Work Page which is shown below.
- Select the drop-down list next to **WorkSpace** and make certain you can see **ODOT\_CONNECT**.



- Cancel and Exit MSC (or ORD).
- Check that you have a **HWY\_60** folder (for OpenRoads training) or a **CONNECT\_Upgrade** folder (for Upgrading to MSC training) in the following location:  
**C:\ODOT\CONNECT\_Projects\Worksets**



- 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.