

STEP ONE

Before requesting enrolment for the VideoEdge & victor Basic Installer course, a candidate must have completed the following:

- Registered to the <u>American Dynamics Support Portal</u>
- Create a PO including the following: course name, course code/part number (ADVVE5001), course cost (\$250), name of candidate and email address of candidate

STEP TWO

To request enrolment for the VideoEdge & victor Basic Installer course, candidates must email acvstraining@jci.com requesting access to the course and **attaching their PO**.

STEP THREE

Once the candidate's PO has been verified, the candidate will be enrolled in the training course.

Candidates will be assigned the course within **48 hours** of booking.

Once they have been assigned the course, candidates will receive an automatic email containing instructions, similar to the following:

