



ATTENDEE CHECKLIST

Welcome to the DOCS Interactive ((Live)) Stream!

If you have not yet logged into the DOCSLiveStream.com website to set up your profile, please do so now. The event website is where you will access your Pre-Course Study materials, get assistance from our Tech Support team, watch your ((Live)) Stream course, and more!

Log-in information will have been sent via the confirmation email you should have received by now. If you did not receive the email, or would like additional assistance, please email our support team at clr@docseducation.com or call 877-325-3627.

Please review each of the sections below to get ready.

1. Getting your computer and technology set up. You'll need:

- A desktop or laptop computer with audio and video capabilities linked to a high-speed Internet connection to view the presentations.

****IMPORTANT NOTE**** Our system works best on desktop or laptop computers. Do not use tablets (iPads, Kindles, etc.) or phones.

If you are planning to use an Apple device, there are some known issues between our video management system and the Safari internet browser. Wherever possible, please use Google Chrome browsers to have the best performance. Please check the FAQ on the DOCSLiveStream.com website for additional guidance.

2. What to study before your first session.

- Complete your online pre-course and quizzes prior to office hours.**
- Attend office hours if assigned. Dates and times will be in the ALL ACCESS email and listed in your DOCSLiveStream.com account.

3. What's in the box?

- Course manual and reference guide
- Regulatory Resource Sheet for your state
- Something to keep your hands busy
- Pill crusher
- Membership Information
- Product catalogs and IV brochure
- Goodies and snacks





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4. Testing Your Computer Systems:

- On Thursday, May 19, DOCS will have tech support available to help you test your computer and mobile device systems. Please plan to spend 30 minutes between the hours of 7-10 PM ET / 4-7 PM PT to confirm connectivity and address any audio and video issues. You will access the Tech Support team through the DOCSLiveStream.com website.

While these tech support hours are not required, we highly recommend that you attend to reduce any friction the day of your course.

5. The (((Live))) Stream & Support:

- All Friday & Saturday morning courses will begin at 9 AM ET / 6 AM PT. Your ALL ACCESS email will list your agenda, and you can also review it on the DOCSLiveStream.com website.
- Tech support will also be available on Friday and Saturday morning. Check on the DOCSLiveStream.com website for available times.
- Course Moderators will be online during each session and will monitor questions being asked. You may be given the opportunity to ask your questions live via your audio connection during the Q&A time. Just "unmute" yourself to talk when instructed.
- Our regulatory counsel will be holding office hours throughout the program for your questions. Check the DOCSLiveStream.com website for available days and times. DOCS Members can schedule private sessions with Kathleen Marcus, JD via email at clr@docseducation.com.

