

Advanced training vitero organizer

Service description

General information:

- Goal: using the Vitero Management Systems (VMS) as administrator or team leader
- Target group: system or customer administrators, team leaders
- Group size: 4 – 8 participants
- Requirements: **vitero** basic training, basic computer skills
- Dauer: 2 x 90 min. in approx. weekly interval (online in **vitero inspire**) plus self-learning unit
- Handout: training material
- Participants receive a certificate as **vitero** organizer

Technical information:

- Requirements: Windows PC or Mac with internet connection (4 Mbit/s in up-/download), PC-headset, webcam (optional); Each participant is responsible for their own hardware.
- System requirements download: [click here](#)

Training content:

- Access to the Vitero Management System
- Concept of rights and roles
- Create new teams and assign team leader rights (administrators)
- Create, assign and delete user accounts
- Create appointments and invite participants
- Provide and prepare content in various formats (pdf, jpg, mp4, ...)
- Hints for Named Moderators
- Hints for configuration possibilities and statistical recording