

Manager Training Sessions - mySchedule Annual Vacation

October 7 to November 9, 2022

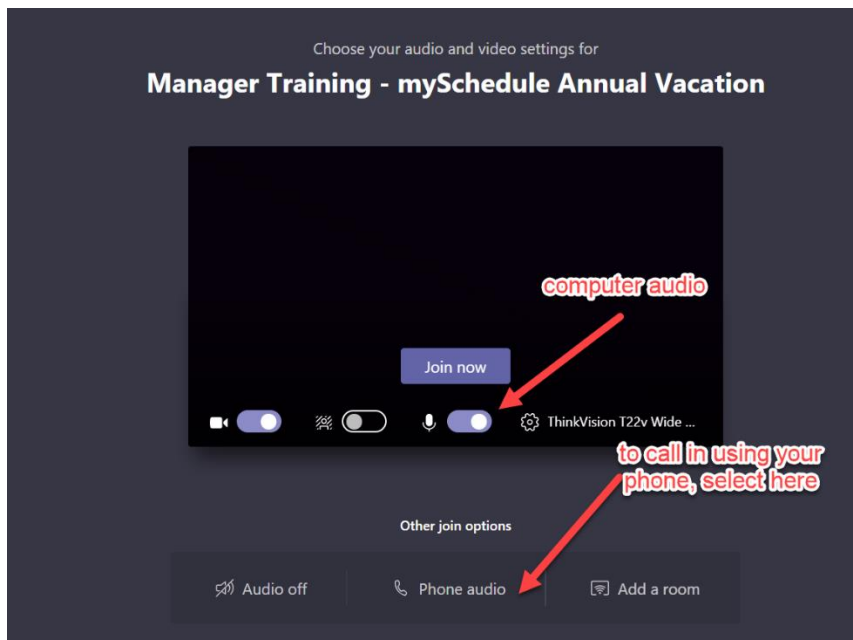
Online Training Sessions (using Microsoft Teams)

You do not have to pre-register for any of the training sessions.

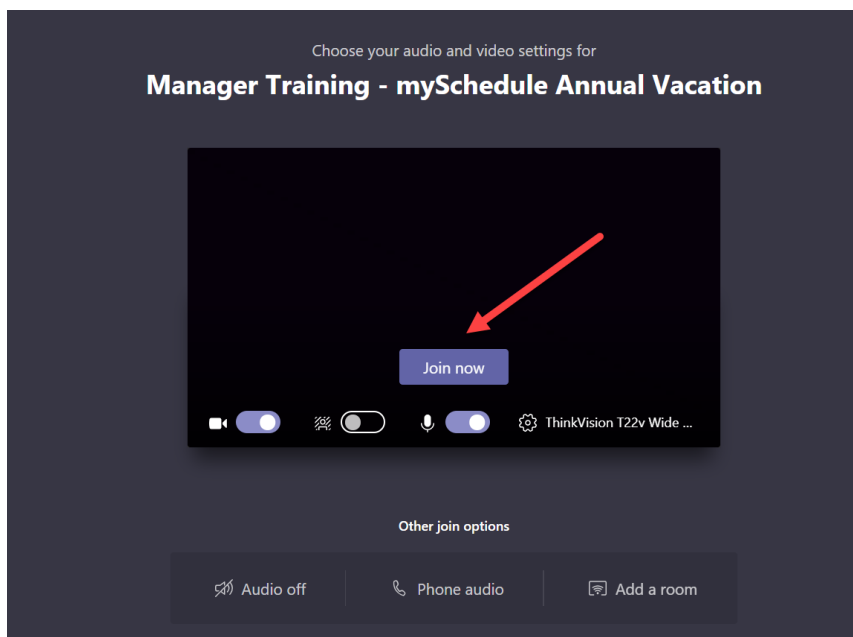
1. To join a training session:

- At the start time of the session, click on the “Date” from the training schedule on the following page and you will be directed to the session. *Please ensure you have signed into Microsoft Teams on your computer or mobile device prior to attending a session* (visit the [OurNH Microsoft Teams page](#) for more information).

2. Select your audio method (computer or phone). Computer audio is likely the default setting (as in the screenshot below) and if this is your method of choice, no action is required, and you can go to step 3. If you wish to join by phone, then select Phone audio option as noted in the screenshot below.



3. Then select “Join now”



Manager Training Schedule – mySchedule Annual Vacation:

Date	Time	Conference ID
October 7	10:00-11:30	247 226 229 028
October 12	14:00-15:30	210 206 578 404
October 20	10:00-11:30	216 928 224 889
October 24	14:00-15:30	261 776 060 763
October 26	09:00-10:30	255 449 042 49
October 28	14:00-15:30	245 964 673 146
November 1	10:00-11:30	219 766 428 192
November 9	10:00-11:30	252 644 925 38

If you have any questions, please contact mySchedule@northernhealth.ca.