

## Selection procedure A-INA

Date of the hearings 31 May 2024

From 10:15

Link: Join Microsoft Teams Meeting

INSTRUCTION  
*CANDIDATE*

# Online Procedure Interviews **VIA TEAMS**

Scientific NETwork South Tyrol



# Instruction for the candidate

▶ How to access the video call

- ▶ Candidate

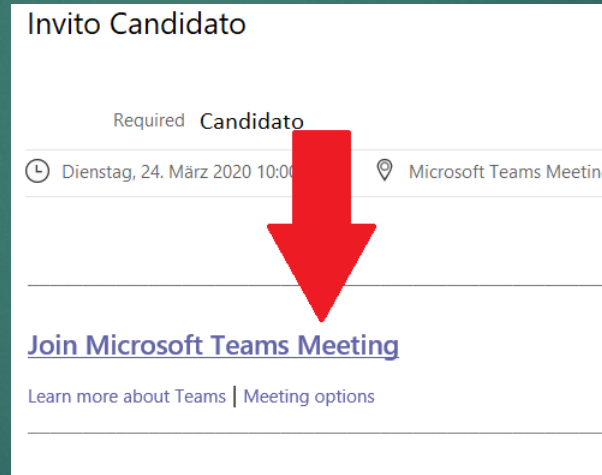
▶ Technical requirements:

- ▶ Email address
- ▶ Video: Web cam
- ▶ Audio: Headset (to grant audio quality)
- ▶ Browser: last version of edge or Chrome
- ▶ OS: Windows (higher than Windows 7, Mac, Linux (with limitations only -> not recommended)
- ▶ Bandwidth: Download min. 2 MBit/s - Upload min. 512 KBit/s -> the higher the bandwidth the better the audio/video quality

*You don't need to install anything. If you have already installed teams, you will also find the corresponding instructions further on in this document*

**NO ADMIN RIGHTS REQUIRED**

- ▶ UNIBZ has send you an Outlook Calendar Invitation with a Link to the online interview.
- ▶ To start the online interview go to your Calendar invitation (Calendar or Mail)
- ▶ Click on the link inside «**Join Microsoft Teams Meeting**»



▶ How to access the video call

- ▶ Candidate

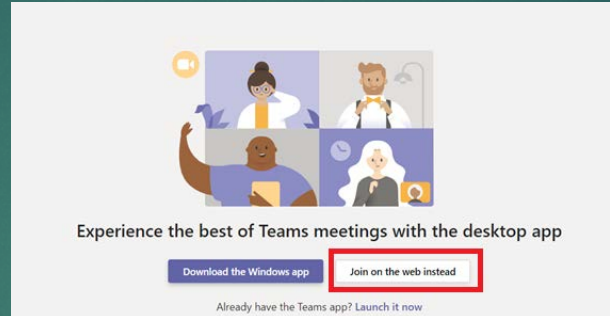
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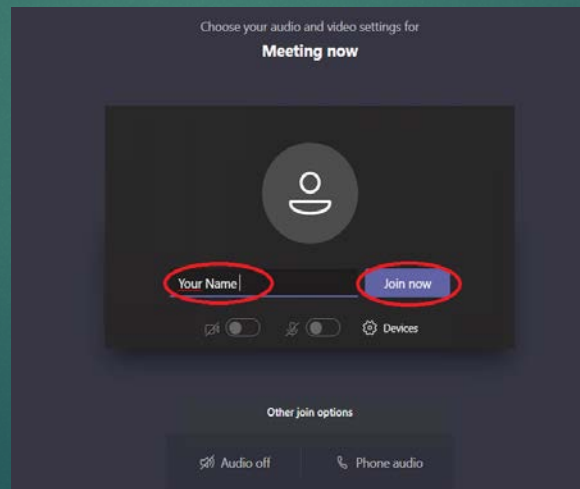
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**NO ADMIN RIGHTS REQUIRED**

▶ This window will open. Please click on «Join on the web instead»



▶ Insert your **SURNAME and NAME** in that order, for easier identification during the interview. And click on “Join now”



**Congratulations, you're connected!**  
**All the best for your interview 😊**

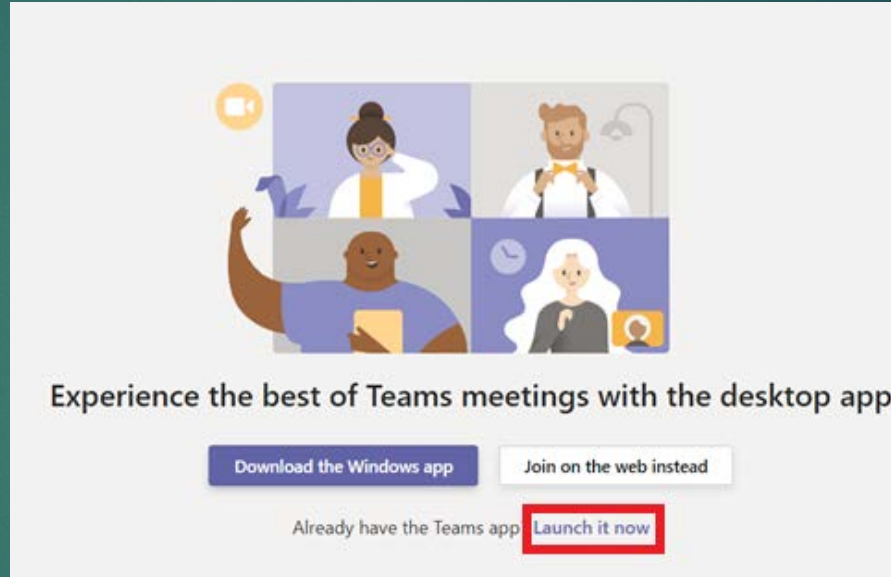
▶ How to access the video call

- ▶ Candidate

▶ Technical requirements:

- ▶ Email address
- ▶ Teams installed
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- ▶ Browser: last version of edge or Chrome
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- ▶ This window will open. Please click on «Launch it now»



*If this does not work, go back to the previous page:  
"Instruction for external Member – NO TEAMS INSTALLED"*

- ▶ Don't forget to activate your Video & Audio

**Congratulations, you're connected! 😊**

## Instruction for the candidate – Your identification

### ▶ How to access the video call

- ▶ Candidate

### ▶ Technical requirements:

- ▶ Email address
- ▶ Video: Web cam
- ▶ Audio: Headset (to grant audio quality)
- ▶ Browser: last version of edge or Chrome
- ▶ OS: Windows (higher than Windows 7, Mac, Linux (with limitations only -> not recommended)
- ▶ Bandwidth: Download min. 2 MBit/s - Upload min. 512 KBit/s -> the higher the bandwidth the better the audio/video quality

Please do not forget to hold your identification document ready



*In order to sustain the discussion, you must be equipped, with the exclusion of others, of one of the following currently valid documents of recognition: identity card, passport, driving license.*

**All the best for your interview!**