

Selection procedure A-SPA

Date of the hearings 16 December 24

From 14:00

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

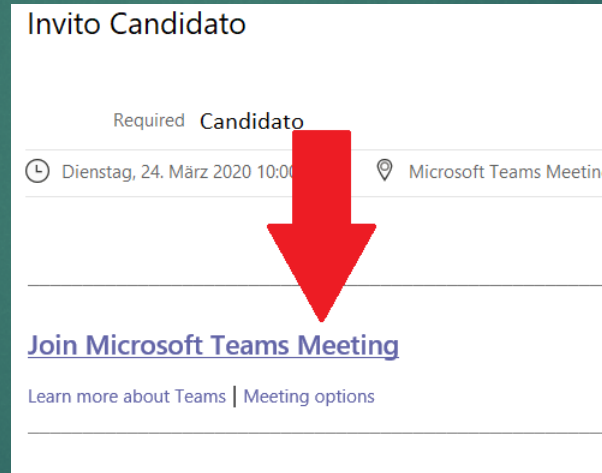
▶ Technical requirements:

- ▶ 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**»



Instruction for the candidate – NO TEAMS INSTALLED

▶ How to access the video call

- ▶ Candidate

▶ Technical requirements:

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▶ 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 😊

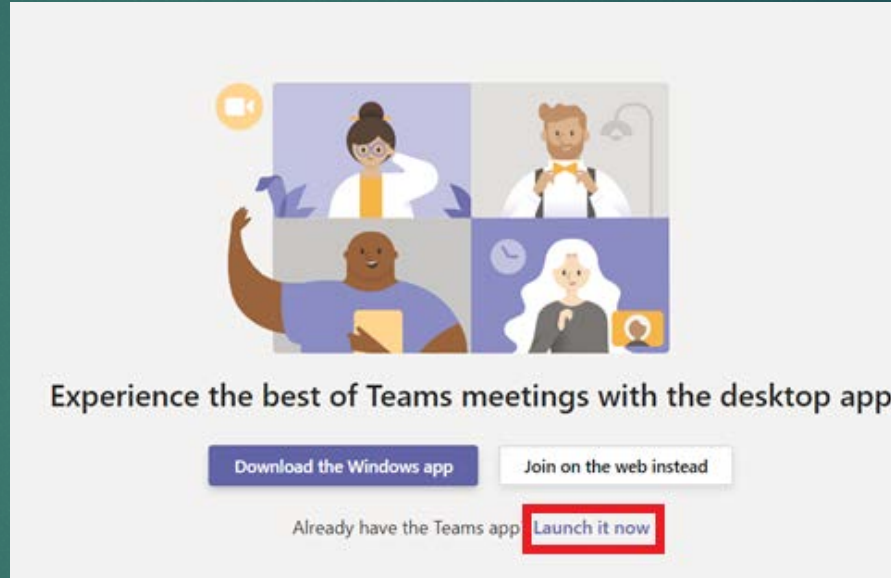
▶ How to access the video call

- ▶ Candidate

▶ Technical requirements:

- ▶ Email address
- ▶ Teams installed
- ▶ 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)
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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!