



ACL On-Site Training Room and Equipment Requirements

What do you need to provide for the ACL Training Courses?

- A suitable training room equipped with either a PC workstation or laptop computer for each participant with the minimum requirements shown below;
- A digital projector using VGA cable to connect to the instructor's laptop computer, a screen, a flipchart and a whiteboard for the instructor's use;
- Ensure that the ACL training software and data files, which are sent to you, are properly loaded onto the PC workstations or laptop computers prior to the start of the Training Course.

The minimum requirements for the PC workstations or laptops are:

- Windows 98/ME/XP or Windows NT 4.0 SP6 or Windows 2000 SP2;
- 300MHz CPU with 128MG RAM or greater;
- 250MB available hard drive space;
- At least one print driver installed to be able to demonstrate a print preview. A printer does not need to be attached;
- Each workstation or laptop computer will need Internet Explorer version 6.0 or greater, installed since it will be prior to the installation of the ACL training software since it's required for the installation of a Microsoft data access component;
- We recommend that Internet and intranet connections to the training room computers be disconnected to minimize distractions and disruptions.

If you have any questions please contact your regional office noted below:

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