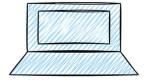


# 1. Technology Guide for Online Sessions



# Making Your Virtual Sessions Pawfectly Smooth

Welcome to your **online training experience** with Pawfect Training Academy! Whether you're new to virtual sessions or a seasoned Zoomer, this quick guide will help you feel confident and fully prepared for your sessions with me.

My aim is to make everything as simple and stress-free as possible—for both you and your dog.

#### 1. What You'll Need Before We Start

To get the best from your training session, please make sure you've got the following ready:

## A Device with a Camera & Microphone

- Laptop, desktop (with webcam), tablet, or smartphone
- Make sure the camera can capture you and your dog clearly

#### A Reliable Internet Connection

- A stable connection (minimum 5 Mbps recommended)
- You can test your speed here: www.speedtest.net

## Microsoft Teams

- Our sessions take place via Microsoft Teams
- Download it for free on your device:
  - o Windows / Mac
  - o iOS App Store
  - Google Play Store

#### 2. How to Join Your Online Session

Once your session is booked, you'll receive an email with a **Microsoft Teams link**. Here's how to join:

# On Laptop or Desktop:

- Click the link in your email
- Choose "Join on the web" or use the Teams app
- Enter your name and click "Join now"

#### On Mobile or Tablet:

- Tap the link in your email
- Open in the Teams app
- Allow microphone and camera access
- Tap "Join"

#### Check Your Setup:

- Ensure your microphone and camera are switched on
- Position your camera so your dog and training space are visible

## 3. Setting Up Your Training Space

Where you train matters! Here's how to make your setup pawfect:

- & Quiet Environment: Minimise distractions—no TV, radio, or high foot traffic
- Good Lighting: Natural light or lamps help me see you and your dog clearly
- **Camera Positioning**: Set your device at a height and angle where both you and your dog are visible. A tripod or stack of books works brilliantly!
- 😭 Essentials Within Reach: Have your treats, clicker, lead, and water nearby

#### 4. Troubleshooting Common Tech Issues

# Audio Problems:

- · Make sure your mic isn't muted
- Check your input/output settings under system preferences

## **& Camera Not Working?**

- Allow camera access in Teams
- Close other apps that might be using your camera

## **III** Poor Connection?

- Move closer to your Wi-Fi router
- Close apps/devices using bandwidth
- If needed, restart your router or switch to a different device

## 5. Top Tips for a Smooth Session

- O Join 5 Minutes Early: Gives us time to sort out any niggles before we start
- **Vse Wired Internet (If Possible):** It's more stable than Wi-Fi
- Wute When Not Speaking: Reduces background noise
- Have a Backup Device Ready: Just in case something goes wrong

#### 6. After Your Session

- **Session Recording**: If applicable, you'll receive a private link to rewatch the session
- Follow-Up Materials: Keep an eye on your inbox for personalised notes, handouts, and your dog's next steps
- Meed Support?
  - Email: <a href="mailto:training@pta.dog">training@pta.dog</a>WhatsApp: 01761 206 056