

5150 Zoom Training Information

Zoom 5150 Trainings are from 9:00 am to 12:00 pm

After the training, participants will need to take the test in-person at the Learning Partnership office, 1075 E. Santa Clara St. 2nd floor, San Jose, 95116. Please email Jeannette.Ferris@hhs.sccgov.org to schedule when you want to take the test.

Test Taking Dates are on the same day as the training at the following times:

- 1:00 – 2:00 pm
- 2:00 – 3:00 pm
- 3:00 – 4:00 pm
- 4:00 – 5:00 pm

Training Requirements

- You must have successfully submitted your 5150 Authorization Training request in DocuSign and be pre-registered in Zoom to participate in the training. Two weeks before the training, a confirmation email will be sent to your business email that you are registered for the training. If you do not receive an email, it means that you are not registered for the training. No walk-ins are allowed.
- Zoom log-in information will be sent to the registered participants prior to the training. Please do not share with others.
- Both visual and audio participation is required throughout the training. Please test your computer/device for zoom use prior to registering. Many of the work computers block access to camera and/or mic. If your webcam or mic does not work for more than 30 min, you will be dismissed from the training and asked to retake the class in future.
- Please sign into the zoom training site at least 10-15 min before the training and wait to be admitted. Please match your display name to your registration name – “First name then Last name”, so that we can sign you in & out.
- The test will be offered after the training at Learning Partnership, 1075 E. Santa Clara St. 2nd floor, San Jose. You will need to be screened (Temperature reading) before entering the building and follow social distancing protocols. The testing room will be set up to assure proper physical distancing. Tables will be wiped down with disinfectant wipes before and after being used.
- You must pass the test with 80% or higher to receive your 5150-authorization card. Your 5150 card will be sent to you in DocuSign.

Zoom Etiquette

- Do not use the speaker phone option on smart phone.
- Do not login on from 2 devices (e.g., computer AND smartphone), as this will cause feedback.
- Mute yourself when you are not speaking in the training. Unmute only when asking questions or engaging in small group activities.
- Sit with the ambient light on your face and not behind you. Do not sit too far away from your camera or others may not be able to see your face.
- Please make sure you are in a quiet room with access to Wi-Fi and Power.
- You may go online to explore the Zoom site at: <https://zoom.us/>