# FAQ Virtual Problem-Solving Essentials Course:

1. Can I brand everything with our college brand? Yes! We have a flyer we can customize with your brand. The portal itself will be generic and we add your logo to the class.  The completion certificate will come from you and/or you have the option to have the certificate co-branded with OpusWorks.
2. How does tuition work? The tuition is $3,995 for a team of four. The College makes $200 per student, ($800 for the class). We will invoice $3,195 when we register your students in the OpusWorks Institute Portal.
3. How does registration work? Once you have the student information, you can send it to us and we will register the student and assign them a username and password. After we’ve registered the student, we will communicate with the student and provide them with instructions on how to log in and access the class.
4. What is the deadline for enrollment for the February, 2018 class? We will need commitment and student list from you by February 5, 2018. Session 1. They can miss the “Pre-Class” Welcome session and still enroll. We can provide a recorded copy of the “Pre-Class” session for review.
5. Do I need to provide you with the names of anyone who inquires? No. Only people who are actually registering should be given to us.
6. Does the student need to purchase anything additional? No
7. Is there a final exam and a completion certificate. Yes, there is a 30 question exam at the end of class. Students have 30-days to complete the exam.
8. Do you have any marketing material I can use? See attached flyer you can customize to send to your employer customers.
9. Are there any computer/technology requirements? See below.
10. Things a student will need to ensure the best possible learning experience include:

A computer, either a laptop or desktop.  Each person should have their own computer for the virtual class sessions.

•Office 2007 (minimum).

• Adobe reader (for pdf documents).

• A good internet connection

• A good phone line, either a land line or mobile phone will work.  You will connect your phone with the class session.

• A telephone headset with a microphone attached works best in a virtual environment; an inexpensive one will suffice – but not required.

• A location relatively free from background noise and interruptions, if possible.