



First Source Inc
1100 Iverleigh Trail
Charlotte, North Carolina 28270
www.fsmedicalimaging.com

Phone: 800-349-5980
704-845-3049
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First Source Training Course Requirements

Computer Hardware Requirements

Laptop with the following:

- Pentium-based computer (133 MHz or greater)
- Minimum of 200 Mb free hard drive space
- 16 MB RAM or better
- 9 Pin Serial Port (or functional USB serial adapters)
- 3.5" floppy drive (optional)
- CD ROM drive
- PC running Windows 98, NT or 2000 (XP Professional for CR Classes)
- Network Card – Installed / Tested / Working (See Adapter Test attached)
- Adobe Acrobat Reader Version 7 OR 8 installed on laptop

Student Prerequisites

- Familiarity with PC keyboard and mouse
- Experience using Windows environment and applications
- Ability to use basic DOS commands to copy files and create directories
- Knowledge of batch files, internal and external commands
- Knowledge of saving and printing files
- Working knowledge of internet browsing and search
- Electronic and mechanical aptitude with comparable work experience

Disclaimer

Attendees must have a working knowledge of their computer. The instructor will not be available to assist students on "how to use" their computer during the training program. If an instructor determines a student does not exhibit computer competency, or the computer does not meet the requirements, that student may be asked follow along with another student for the duration of the class after which they may find another party who can provide appropriate computer skills training and computer configuration.

Tuition Fee

The tuition fee includes training class instruction, service documentation and technical phone support for one (1) year from the completion date of the specific course purchased. With the exception of lunch, all travel, meals and lodging are the student's responsibility.



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Cancellations, Rescheduling and Substitutions

We know your commitments and responsibilities change frequently. With this in mind, First Source Incorporated will work with you to accommodate your schedule.

If you need to cancel, please notify us at least 15 business days before the class begins. We will place you in another class at no charge or refund your course fee. A portion of the tuition will be charged if you cancel or reschedule within less than 15 business days of the start of class according to the following table:

11 to 15 days prior = 20% 6 to 10 days prior = 50% 1 to 5 days prior = 100%

Student substitutions are permitted prior to the session at no additional charge assuming course prerequisites have been satisfied.

Classes may be cancelled at the discretion of First Source Incorporated due to less than minimum student registration or circumstances out of our control. You will be given the opportunity to reschedule the class or receive a full refund.

Computer Network Adapter Test

- Right click Network Neighborhood or My Network Places and click Properties
- Find under TCP/IP the name of your 10/100Mb installed Ethernet adapter
- Select Properties and go the tab marked IP ADDRESS
- Click on "Specify an IP Address" if not already highlighted
- Enter 10.95.1.100 in the IP address field and enter 255.255.255.0 in the Subnet mask field then hit OK
- Hit OK on the next screen and the computer will ask to reboot
- After reboot go to start/programs/Dos prompt (or Accessories/C Prompt)
- Enter this command: ping 10.95.1.100
- If the card is installed correctly, it should display this response:

```
C:\ping 10.95.1.100
Pinging 10.95.1.100 with 32 bytes of data:
Reply from 10.95.1.100: bytes=32 time<10ms TTL=128
Reply from 10.95.1.100: bytes=32 time<10ms TTL=128
Reply from 10.95.1.100: bytes=32 time<10ms TTL=128
Reply from 10.95.1.100: bytes=32 time<10ms TTL=128
Ping statistics for 10.95.1.100:
Packets: Sent = 4, Received = 4, Lost = 0 (0% loss),
Approximate round trip times in milli-seconds:
Minimum = 0ms, Maximum = 0ms, Average = 0ms
```

Note: This test does not guarantee the card will work. The only way to be sure is to connect to a network.



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Training Center Information – Monroeville, Pennsylvania

- Location:** First Source Incorporated
465 Old Frankstown Road
Monroeville, Pa. 15146
- Telephone: 412-349-0045 Contact: Bob Winters
- Directions:** To reach the Monroeville Training Center from the Greater-Pittsburgh International Airport, take airport exit to PA-60 South towards Pittsburgh, PA-60 south becomes US-22 East. Take exit #14B towards Plum. Continue past Guardian Self-Storage. At next intersection (funeral home on your left) continue straight. At next intersection DO NOT bear right, go straight to stop then continue onto Logans Ferry Road. Follow to the end at Old Franktown Road. Office will be 1st building on your right, center offices in building.
- Class Hours:** Students may have access to the facility at 7:45 a.m. Class begins promptly at 8:00 a.m. and concludes at 4:30 p.m. Friday, class concludes at 12:00 Noon.
- Parking:** Students may park in front of the Training Center
- Smoking:** The Monroeville Training Center is a smoke-free environment.
- Break Room:** A break room with complimentary soft drinks and bottled water is available. No meals are prepared on site, however, lunch is provided.
- Dress Code:** Casual Dress (Jeans permitted)
- Computers:** All students must bring laptops and accessories per course requirements
- Hotel:** Please choose from the many Hotels/Motels in the Monroeville, Pa. area
Contact First Source if you would like a recommendation
- Shuttle:** There are no shuttles from the Airport to the Hotels. Taxi, rental cars and Airport Limo's are available. Contact the Greater Pittsburgh International Airport for recommendations.
- Travel to First Source:** Students are responsible for transportation to and from the Training Center. No shuttle service is available from the Hotels/Motels. Call First Source if you have special circumstances to discuss possible options.