

## Instructions for Access to the Training Environment

To become familiar with the COVaxON solution prior to the go-live date you will have access to a training environment. You can login using one of the below generic accounts and practice performing your activities within the system.

Note that this is a training environment and therefore any data that exists is not real data and you may notice certain functions not performing exactly as intended because of changes taking place in the environment. Feel free to attend the office hours for any support you may require.

### Instructions:

- Open this link in a Chrome, Safari, or Microsoft Edge browser - <https://covaxon--training.my.salesforce.com/>
- Enter in one of the below usernames and password combinations in the login screen based on the functions you want to perform.
- Feel free to drop into the open COVaxON Training Office Hours sessions for questions or support while you practice in the system.
- The job aids overviewing the functionalities are available for reference while you practice.
- As multiple people may be using the training environment at one time, you may experience trouble logging in. If you have trouble using one of the below accounts, simply try using another account or try again later.

Username	Password	Profile	Functions
<a href="mailto:vacc.covaxontest02@test.com.covaxtraining">vacc.covaxontest02@test.com.covaxtraining</a>	covaxontest2	COVax Vaccinator	Check in clients, update client profiles, administer doses to clients, check out clients, view dashboards
<a href="mailto:vacc.covaxontest03@test.com.covaxtraining">vacc.covaxontest03@test.com.covaxtraining</a>	covaxontest2		
<a href="mailto:vacc.covaxontest04@test.com.covaxtraining">vacc.covaxontest04@test.com.covaxtraining</a>	covaxontest2		
<a href="mailto:vacc.covaxontest05@test.com.covaxtraining">vacc.covaxontest05@test.com.covaxtraining</a>	covaxontest2		
<a href="mailto:vacc.covaxontest06@test.com.covaxtraining">vacc.covaxontest06@test.com.covaxtraining</a>	covaxontest2		
<a href="mailto:inv.covaxontest14@test.com.covaxtraining">inv.covaxontest14@test.com.covaxtraining</a>	covaxontest2	COVax Inventory Manager	Create shipments, inventory records, report wastage, view dashboards
<a href="mailto:inv.covaxontest15@test.com.covaxtraining">inv.covaxontest15@test.com.covaxtraining</a>	covaxontest2		
<a href="mailto:inv.covaxontest16@test.com.covaxtraining">inv.covaxontest16@test.com.covaxtraining</a>	covaxontest2		
<a href="mailto:inv.covaxontest17@test.com.covaxtraining">inv.covaxontest17@test.com.covaxtraining</a>	covaxontest2		
<a href="mailto:sup.covaxontest23@test.com.covaxtraining">sup.covaxontest23@test.com.covaxtraining</a>	covaxontest2	COVax Site Super User	Check in clients, update client profiles, administer doses to clients, check out clients, create shipments, inventory records, report wastage view dashboards, mass upload of client templates