

Welcome to the Arise® Platform!



How to Enroll in a Certification Course for a Client Program

The Arise® Platform provides customer support businesses with the ability to allow their agents to work from home providing customer support, sales and/or technical support services for Fortune 1000 or larger companies.

Among other things, users of the Arise® Platform have the flexibility to schedule service times to meet personal needs.

However, before you start servicing client programs through the Arise® Platform, you should do your research to ensure you select the program that best fits your needs and schedule.

This guide provides the following information:

- Enrollment Process FAQs
- Step-by-Step Instructions
- Additional Information



Before You Get Started

Enrollment Process FAQs

What is an "Opportunity Announcement"?

An Opportunity Announcement (OA) is a document that contains all the information you need to determine if you, or your agents, would like to provide services for a particular client program. Details about the call types, additional equipment requirements, service revenue*, certification course schedules and certification requirements are in this document.

It is critical that you read the Opportunity Announcements thoroughly before expressing interest in a client program.

What Does It Mean to "Express Interest"?

Expressing interest in a client program is the first step to enrolling. When you visit the Portal, and there is something that interests you – click *Learn More*. At this time, you're indicating you want to be notified of next steps – it does NOT mean that you have enrolled in the course or been selected for the client program.

What Does It Mean to "Enroll" and How Do I Know I've Done it?

Enrolling means you have expressed interest, received instructions on next steps, submitted to a background check, taken any additional assessments, met any other criteria and submitted payment for the certification course.

Am I Automatically Enrolled in a Client Certification Course When I Select It?

Client programs are available on a first-come, first-serve basis. You may have to take a series of assessments, including a voice assessment, for phone support programs, submit to a background check and submit payment. Finally, you must pass the course in order to service a program.

*Service revenue details can only be viewed by the owner of the customer support business, not agents.



Enrolling in a Client Program (Step-By-Step)

Follow these eight steps to select the right client program for you:

1. Click the blue **LEARN MORE** button to review the Opportunity Announcement which contains the details of the specific client program – including information on the call type, service revenue*, background check and drug testing requirements and assessment requirements, disqualifiers, and whether there are additional equipment requirements.



*Service revenue details can only be viewed by the owner of the customer support business, not agents.



2. Click **ENROLL NOW** to review class details. The "Enroll in Class" popup will then display.

Enroll in Class

- \$19.99
- 03/15/2021 04/19/2021
- Registration Closes 03/08/2021

Select Class

- Mon, Tue, Wed, Thu, Fri 8:00 AM 12:00 PM (ET)
- O Mon, Tue, Wed, Thu, Fri 9:00 AM 1:00 PM (ET)
- O Mon, Tue, Wed, Thu, Fri 1:30 PM 5:30 PM (ET)
- O Mon, Tue, Wed, Thu, Fri 6:00 PM 10:00 PM (ET)

Continue Cancel

This page contains:

- Type of service and associated class times for the certification courses
- The cost of the certification course
- 3. Select the preferred class time and click **Continue**. You will then be taken to the **Enrollment Prerequisites Dashboard**

0% Progess Deadline by 1 Cancel En			
	Voice Assessment @ The Voice Assessment is a short vocal test that you can take from the comfort of your home.	۲	Get prepared before you begin To complete these assessments, you will need • Personal Computer • Headset
Agero provides emergency roadside	Technical Check @	0	
assistance to customers that have emergency roadside benefits as part of their automotive insurance policy or their new vehicle owner's	Program Assessment 💿	0	
package. Assist customers in their time of need, whether it's a flat time, a car that won't start or they've been locked out, you'll be there to provide much needed help to get	Identity Verification 🕖	0	
them back on the road. Additionally, handle customer callbacks. This is an ASD (Arise Secure Desktop) program.	Pay For Class 🥥	0	
	Background Check	0	

Note: From this point, if you exit the Enrollment Dashboard you must log into the Arise Portal (<u>Portal.Arise.com</u>) to continue. Just click "Resume".



- 4. Once you have selected a course time, you will be asked to complete the remaining steps in the **Enrollment Process**. This could include:
 - Technical check (Review the <u>System & Equipment Policy</u> to confirm you have the equipment necessary and simple directions to complete the Technical Check successfully or watch a <u>3-minute video</u> with the step by step instructions).

	uter is compliant. Arise will not refund fees if your computer does not meet the minimum tec	innear requirements
s check determines if your computer me hnical requirements that CSPs must mee nt-required software to service a program	in order to use you are enrolling in.	
is test will check for the following elements o Specification Name	your computer: Requirement	
CPU Speed	Dual-Core 1.0 GHZ or better, 3+ Core will pass	
Internet Download Speed	3 MBPS or faster	
Internet Upload Speed	1.0 MBPS or faster	
Network Latency Max	Less than 150 MS	
05	Windows 7, Windows 10	
RAM	2 GB	

verall Result: P	ASS		
Specification Name	Your Results	Requirement	Resu
CPU Speed	2.6 GHz	Dual-Core 1.0 GHZ or better, 3+ Core will pass	PASS
Internet Download Speed	82.3 Mbps	3 MBPS or faster	PASS
Internet Upload Speed	5.3 Mbps	1.0 MBPS or faster	PASS
Network Latency Max	54 ms	Less than 150 MS	PASS
OS	Microsoft Windows 7 Professional Edition Service Pack 1 (build 7601), 64-bit	Windows 7 only	PASS
RAM	8.0 GB	2 GB	PASS



 Once the assessments are completed, you will be asked to pay for the course. If you have not passed the assessments, your will be notified that you are not eligible for the particular course. A waiting period may apply, before you can show interest in another course. (See the OA for more details).

			Arise	program enrollmen	t		User ID:36122 . Online He	IP .
			Express Interest	Assessments	Enrollment	Start Class	Notifications	
			Self-Assessme	ent)	
				s a guide to identify your skills and ap nt items in order to move to the next				
			I understand that the	nis class is 4 hours per day starting on Ma	y 31 and ending on June 30			
			I understand that s	elf-paced coursework has to be completer	d daily before or after instructor led se	ession		
			I am committing to	attend 100% of the course until certificati	on is completed			
			I have read the opp	ortunity announcement in its entirety and	I fully understand all the program requ	uirements		
					« Previous	Next »		d
			Privacy Policy Copyright 2016 Arise, All F	tights Reserved.			Arise	
Arise		🚱 English	Help Contact	Log Out				
Assessment Home: Enrollment	Test							
PLEASE NOTE THAT THIS ASSESSMENT IS NOT INDEPENDENT CONTRACTOR RELATIONSHIP T	T UNIQUE TO ARISE; LANGUAGE USED I HAT YOU OR YOUR COMPANY HAS WITH	N THE ASSESSMENT MAY NOT ARISE.	BE REFLECTIVE OF THE					
Do not close this window while your session is								
You will be notified when the session is comple If you lose your connection, log in with your Se								
				_				
Session Status You h	ave 1 assessment to complete	Status	Time Needed					
Assessment Name Assessment	Task Take Assessment	Status Not Started	Time Needed					
1								

Please note:

- Assessments (voice, chat skills, self-assessment)
- An example of an assessment experience is shown below. Not all assessments will look this way, they vary by client program



6. When you are eligible to finalize your enrollment, your status field on the enrollment dashboard will display **Pay**. Click **Resume** to submit payment.

Filter All		
Тм	Client Details	Resume
	Your Status: Pay	4/12/2016

• When you are not eligible, your status field on the enrollment dashboard will display **Canceled**.

Filter All		
Т	Client Details	40 0
	Your Status: Canceled	

• After you submit payment, you will receive confirmation of your enrollment onscreen.





 Click "Class Details" to proceed to the Class Details screen. The screen will display "Class Starts in X days" or "Class Starts Now."

Filter All		
	Client Details	Class Details
	Class Starts In: 32 days Your Status: Enrolled You may receive an existence output at the start time and instructioned class at the scheduled time	Classes Start: 4/12/2016
	Your Status: Enrolled You may access any self-paced course material at any time, and instructor-led class at the scheduled time.	

 Click "Start Class Now"" to attend class on the specified start date, or the "Access Link" to start a self-paced course on Arise U (please ensure you have your pop up blocker turned off).
 Please note that not all certification courses have self-paced requirements. *

Arise [®] pr	ogram enrollme	ent		
Class Details				
Course Detail	s Here			
Current Enrollment:				
Start Date: 5/31/2016 End Class Days: Mon - Tue - We 9:00 AM - 1:00 PM EST				
Class Days: Mon - Tue - We		Cla	ass Starts	Now! _{st}
Class Days: Mon - Tue - We 9:00 AM - 1:00 PM EST		Cla	ass Starts Duration	Now! st Access Link
Class Days: Mon - Tue - We 9:00 AM - 1:00 PM EST Required Pre-Work	d - Thu - Fri		Personare	10
Class Days: Mon - Tue - We 9:00 AM - 1:00 PM EST Required Pre-Work	d - Thu - Fri Jype Online Online	Time	Duration	Access Link
Class Days: Mon - Tue - We 9:00 AM - 1:00 PM EST Required Pre-Work	d - Thu - Fri Jype Online	<i>Time</i> Anytime	Duration 1.00 Hrs	Access Link start now

*Some client programs may include pre-course work. Assigned pre-course work will be provided to you by the class instructor 3 to 5 days before class starts.



Additional Information

All new users of the Arise® Platform will be asked to submit an Affidavit of Identification. Agents cannot certify to service a client program for their customer support business if the affidavit is not received by the due date. Please see the Opportunity Announcement for all the details regarding submitting the affidavit.

Users of the Arise® Platform will also be asked to submit a background check, for security purposes upon enrolling in a client program. Some client programs may also require a drug test. Please see the Opportunity Announcement for all the details.

New users of the Arise® Platform are invited to attend a Welcome Infosession. The sessions are offered several times each month and provide valuable information to guide you through the process of using the platform resources and where you can go for help. Attending a session allows you the best opportunity to learn what is needed for your customer support business to be successful.

Login to your Arise Portal to view the available client programs. You will also receive emails about specific client programs that are available with links to the "Opportunity Announcement".

- Each Opportunity Announcement includes the details needed to decide if a client program is a good fit for you, your business and/or your agents.
- When reviewing the announcements, pay close attention to all of the requirements for the course and servicing the client program; make sure you can fulfill those requirements before committing.



Note: You have 24 hours to process and complete payment for a course or you will be canceled from the course and opportunity and will have to repeat the enrollment process once again. Please note that certification courses are filled on a first-come, first-serve basis and may fill at any given time. Your seat in the course is not secure until you have fully paid for the course.