



WP

53rd Intersteno congress
6-11 August 2022

WORD PROCESSING

maastricht 

Instructions for competitors

1	<ul style="list-style-type: none">When entering the competition room, please look for your place: your name and competitor ID are indicated.Prepare your ID card for control: particular attention will be paid to congress-ID, name spelling and birthdate.Create a folder with the name WPXXXX. XXXX is your 4-digit ID for Maastricht
2	<ul style="list-style-type: none">Open your browser and navigate to jury.zav.cz/files.Enter the 6-digit competition download key that is projected on the screen.Download  the zip-file WP2022 following the instructions.Extract the downloaded files to your WPXXXX-folder.All your documents must be saved in this folder.
3	Distribution of the instructions → please control the text quality .
4	Jury assistants sit down. Attention - Start will follow .
5	<ul style="list-style-type: none">You may immediately work with your computer.Contest is running during 90 minutes + 10 minutes extra time.
6	End of the competition <ul style="list-style-type: none">Save all your documents in your folder and close your text editor.Open your browser and navigate to jury.zav.cz/files.Enter the 6-digit competition upload key that is projected on the screen.Upload  in one act all documents you worked out (max. 6) under the correct names (see competition envelope) .Follow the instructions on the screen.Ready when you see  successfully uploaded! Problem? Wait for the jury.
7	The jury is going to check the files.
8	End - You may take your computer. Thank you for your participation.

Your competition results will be published on your personal page on **Sunday at 17:00-18:00 pm**, access with your password received with registration confirmation.

Competition leader – Georgette Sante