

DISTRIBUTOR'S MANDATORY DUTIES

- A review session of the initial configuration and initial relationship between supervisors and students.
- IMTLazarus introduction to teachers and families (remote or on-site).
- Solve any issue that the Administrator may have acceding the platform.
- Transfer requests from the school for platform improvements or bugs.
- Communicate to the educational center new IMTLazarus functions or manufacturer's notices.

If any of these mandatory duties is undertaken to be managed unilaterally by the school coordinator or any other school staff, this event should always be notified to the assigned IMTLazarus project coordinator for said school, and should be registered in the perceptive "school service agreement".

EXTENDED DUTIES OF THE DISTRIBUTOR ACCORDING TO SERVICE CONTRACT

- Technical support in the platform for data insertion (supervisors, calendars, schedules, security policies, etc.), and monitoring changes (configuration, relationships and policies), established by the school coordinator.
- Follow-up of the connectivity status of the devices in situ or remotely according to agreement.
- Support actions in critical situations, portability or error analysis.
- Reinforcement of additional training sessions (remote or on-site) for school staff.

IMTLazarus assigned coordinator assesses mandatory or extended duties of distributors. According to the degree of fulfillment in the commitments with the educational center the project will be established in an assigned or open state.