

To ensure smooth operation, Lifeloc requires the following system features:

Web Browsers	Minimum	Recommended
Apple® Safari	8 or higher	Latest version
Google® Chrome	48 or higher	Latest version
Microsoft® Edge	38 or higher	Latest version
Mozilla® Firefox	45 ESR	Latest version

Operating System	Minimum	Recommended
Microsoft® Windows	Windows 7	Windows 10 or higher
Apple® MacOSx	MacOSx 10.10	Latest version

**Hardware and peripherals:**

- Processor of 2 GHz or faster
- 4 GB RAM or greater
- High speed internet connection with a connection speed of 1.5 MB/s or better.
  - *The use of satellite and cellular connections may result in slowness or errors (timeouts, access problems).*
- Do not use over VPN
- Monitor and video card with 1024x768 or greater resolution
- Speaker
- Keyboard and mouse recommended

**Creating an Account:**

Once you have received your 16-digit license code, you will register at:

<https://lifeloc.server.tracorp.com/novusii/application/login/>

Click on Create Account

## Log In

  

  


[Forgot Password?](#)

**LOG IN**

**CREATE ACCOUNT**

Once you have clicked on Create Account, complete the required information including a password that is at least 7 digits, alpha numeric and with at least one upper case letter.

Take care to copy and paste your 16-digit license key in the appropriate field rather than typing it in. Once completed, click Submit.

You will then be redirected to the Log In screen; enter your Username and Password only (do not use the Additional License field.)

**Please note: If you have ever taken a course through Lifeloc University, DO NOT use the same email and/or username you used previously as the system will redirect you to your original training record. You may use a fictional email address if needed.**

Your assigned courses will be numbered and available for launch.

### **Completing your assigned courses:**

Note that you **MUST** complete the Procedural Course Agreements for the Breath Alcohol (BAT) and Urine Collector Courses before taking the actual course. The course content is consecutively numbered in the order it is to be completed. This is not a requirement for Reasonable Suspicion.

If you are taking a combination course that includes both BAT and Collector, the sequential numbering will be slightly different with the BAT course appearing as 1, 2, 3, etc. and the Collector course will be shown as 1a, 2a, 3a, etc. Make sure to take them in the appropriate order completing all of the BAT Course before moving to the Collector Course. This does not apply to the Reasonable Suspicion Course.

### **Course video(s):**

BAT Course has video that you may view to assist with your mock tests. Some organizations' IT security will not allow these videos to be viewed through Lifeloc University. If you experience issues, you may go directly to the pages below to view the videos as appropriate:

BAT Videos :

[www.lifeloc.com/positive\\_test](http://www.lifeloc.com/positive_test)[www.lifeloc.com/negative\\_test](http://www.lifeloc.com/negative_test)

<https://youtu.be/S8pzRZf1OxE>

### **If you get stuck:**

Please contact Lifeloc at 303-431-9500 or email us at [training@lifeloc.com](mailto:training@lifeloc.com)