Access your training VM

APACHE GUACAMOLE / Browser-based remote access

1. Open your remote-access website

Open a current Chrome or Edge browser and go to https://train.dinglebonskippy.com. This is the training remote-access website.

2. Sign in

Enter your assigned Guacamole username and password, or follow your organization's single-sign-on screen. Complete any verification prompt. Your instructor will provide your personal login credentials separately.

3. Open your assigned VM

If a connection list appears, select your assigned training VM. If only one connection is available, it may open automatically. If Windows asks you to sign in, use the Windows credentials supplied for that VM; they may differ from your website login.

4. Start the training programs

Once the Windows desktop appears, open Open Dental and Trainerboi 9000 inside that remote desktop. Continue with the setup/scenario and practice pages in this guide. Keep your work in your assigned VM.

5. Use the remote-session menu

Press Ctrl+Alt+Shift together to open or close the Guacamole menu on a desktop keyboard. Depending on enabled features, it offers clipboard, display or input controls. For clipboard transfer, use the menu's clipboard area to move text between your browser and the VM; ordinary copy/paste may also work depending on browser permissions and server configuration. Use the menu's on-screen keyboard when a required key combination is intercepted by your computer.

6. Save and leave

Save your changes in Open Dental and click Save progress in Trainerboi before leaving. Open the Guacamole menu and choose Disconnect, if available, then log out of the Guacamole website. Disconnecting usually leaves the Windows session running, subject to your administrator's policies. Sign out of Windows only when instructed; that ends the Windows session and closes applications.

Need help? If login fails, a VM is missing, or the connection drops, contact your instructor with the message shown. Reopen the same assigned connection after a brief disconnection and check your saved work. Ask before restarting, shutting down or resetting the VM. Guacamole provides remote access; your entered Trainerboi trainee name remains a separate practice-record label.

Trainerboi 9000

SETUP & SCENARIOS / Windows app 1.5.1 • Open Dental 25.3

1. Save the initial setup (first use only)

Open **Trainerboi9000.exe** and the Open Dental trial with fake patients. In **Setup**, leave **Window process name** as **OpenDental** unless instructed otherwise. **Locate OpenDental.exe** is optional if you want to launch it from the trainer. Enter the reset plan provided by your instructor and click **Save initial setup**. Keep any working database-check settings as configured.

2. Open the generator

Go to **Scenario library > Generate scenarios**. Choose the options below; start with one case while learning.

Option	What to choose
Set	A useful group name, such as Front desk practice.
Role / Count	Choose a job role; All roles makes a mix. Start with Count 1.
Patients	Existing fake patients uses the built-in reference. New fictional patient intake supplies details and a registration step.
Exercise focus / Visit	Choose a skill and Mixed visits, Single-tooth problem, or Routine care.
Practice date / Seed	Use the assigned training date. Keep the seed to repeat the same content with the same date/options; New seed changes the mix.
Quirky British introductions & hints	Optional humour; it does not change the clinical facts.

First try: Role = Front desk; Count = 1; Patients = Existing fake patients; Exercise focus = Appointments and checkout; Visit = Routine care.

3. Preview before saving

Click **Generate preview**, select a row, and read its patient story and numbered instructions. To try a different mix, click **New seed**, then **Generate preview** again. Changing options alone does not update the preview.

When satisfied, click **Save previewed drafts**. The cases are now stored in the library as **Draft**, ready for review.

4. Make each case Ready

Select a saved draft in **Scenario library** and click **Edit**. Review its patient, story, prerequisites, reset instructions and steps against your training setup. Tick **Ready for trainee practice (reviewed)** and click **Save scenario**. Repeat for each case you want people to use. Ask your instructor if any clinical facts or requirements are unclear.

5. Reuse or share a set

Export set saves the selected case's entire named set as a JSON file. On another VM, use **Import pack**. Review the imported cases and confirm they suit that VM before practice. Saved attempts keep their original instructions when a case is later edited.

Remember: Generating a case creates instructions, not records in Open Dental. Editing step instructions can turn off their automatic checks. Trainerboi does not reset Open Dental; follow your instructor's reset plan.

Trainerboi 9000

PRACTICE QUICK START / Read / Do / Save / Check / Next

Trainerboi gives you a patient story and keeps track of your practice. Carry out the work in Open Dental. Your instructor prepares the training VM and cases.

1. Open both programs

Open the Open Dental trial with the fake patients, then run **Trainerboi9000.exe**. Use the Windows user and VM assigned by your instructor.

2. Choose a case

In **Scenario library**, filter by your role and select a case marked **Ready**. Click **Start practice**, enter your name or training ID, and read **Briefing & reset**. Use the same name each time; it labels your record and is not a separate login.

3. Put the coach beside Open Dental

Click **Show coaching overlay**. In the coach, click **Select OD window**, select Open Dental, then click **Use selected window**. Drag the coach by its title bar to a convenient position. Confirm the patient's name and date of birth in Open Dental.

4. Work through one step at a time

Read the numbered instruction, perform it in Open Dental, and **save the change in Open Dental**. Use **Hint** for a nudge, **Goal** to see the expected result, or **Manual** for the official instructions. **‹ Back** returns to the previous step.

5. Check your work and move on

If live checks are enabled, wait for **Checks armed** before doing each step, then click **Verify step** after saving. **Verified** means supported saved records match. **NotYet** means something is missing or different. **NeedsReview** means human review is needed; **Unavailable** means the check could not run.

After checking the result, click **Confirm expected result & next**. If checks are disabled or a task needs manual review, confirm only after observing the expected result and getting instructor help when needed. Manual confirmation is self-reported; it is separate from database verification.

6. Save, pause or finish

Click **Session…** to return to the session window. Add any notes under **Steps & evidence**, then click **Save progress**. To pause, choose **Close / resume later**. Resume from **Session history > Open / resume session**.

When every step is confirmed, click **Complete session**. Completed steps become read-only. Your instructor records their review separately.

Useful to know: Read screen provides context, not proof of completion. Checks… is for patient binding/check settings; ask your instructor for help. If the Open Dental window is missing, restore it and select it again. Follow your instructor's reset plan before repeating a conflicting case.