

Adobe Connect 9 Quick Guide - Presenter

ICT Multimedia Learning Management

CONNECTION TEST


ADOBE ACROBAT CONNECT PRO

Adobe® Acrobat® Connect™ Pro
Connection Test

Testing connection speed
This should take less than 30 seconds.

✓ 1. Your version of Flash Player is supported.
Your version of Flash Player is supported.

✓ 2. Connect Pro Connection Test
Connected.

3. Connection Speed Test


4. Acrobat Connect Add-in Test

Meeting Connection Diagnostic

This diagnostic test will ensure your computer and network connections are properly configured to provide you with the best possible Connect Pro meeting experience. The diagnostic test checks for the following:

1. Supported version of Flash Player
2. Clear connection to Adobe Connect Pro
3. Bandwidth availability
4. Latest Acrobat Connect Add-in

If all tests pass successfully, you are ready to log in to your meeting. However, if you continue to experience problems, please refer to below [troubleshooting tips](#).

Additional Information
If this is your first Connect Pro meeting, you might want to take a few minutes to learn more.

- Visit the [Connect Pro Resource Center](#) for self-paced tutorials, best practices and help documentation.
- View a self-running [Connect Pro meeting simulation](#) to familiarize yourself with the Connect Pro meeting experience.
- Learn how to [purchase Connect Pro for your organization](#).

Connect Pro Meeting Troubleshooting Tips

[Meeting login issues](#)
[Problems running a meeting](#)

[Account Login](#)

[Resource Center](#)

[Support Center](#)

[Developer Center](#)

[Downloads](#)

Before participating in an Adobe Connect meeting, we suggest verifying that the connection is working properly by completing the online test:

http://bconnect.unibocconi.it/common/help/it/support/meeting_test.htm



The online test is always available.

ACCESSING A MEETING

Access the meeting by the invitation link

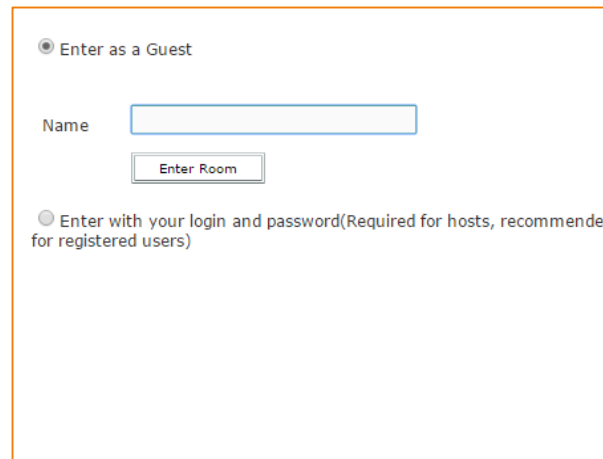
<http://bconnect.unibocconi.it/iefe2018/>

Choose **Enter as a Guest**,

enter your name and click

Enter Room

NB Before accessing the meeting, close all software that may use the audio and video channels (for example Skype, etc.)

A screenshot of a web form for meeting access. It features two radio button options. The first option, 'Enter as a Guest', is selected. Below it is a text input field labeled 'Name' and a button labeled 'Enter Room'. The second option, 'Enter with your login and password', is unselected and includes a note that it is required for hosts and recommended for registered users.

Enter as a Guest

Name

Enter with your login and password(Required for hosts, recommended for registered users)

HOW TO ENABLE YOUR AUDIO AND VIDEO

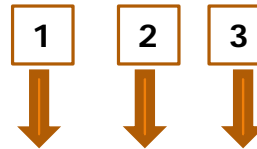
When you access the meeting your speaker is already ON (1). Now you need to enable your **microphone** (2) and **webcam** (3) that are disabled (OFF). Click on the white icons (2 and 3); they will get green.

When you start webcam you need to choose Allow in the pop-up that will automatically appear.

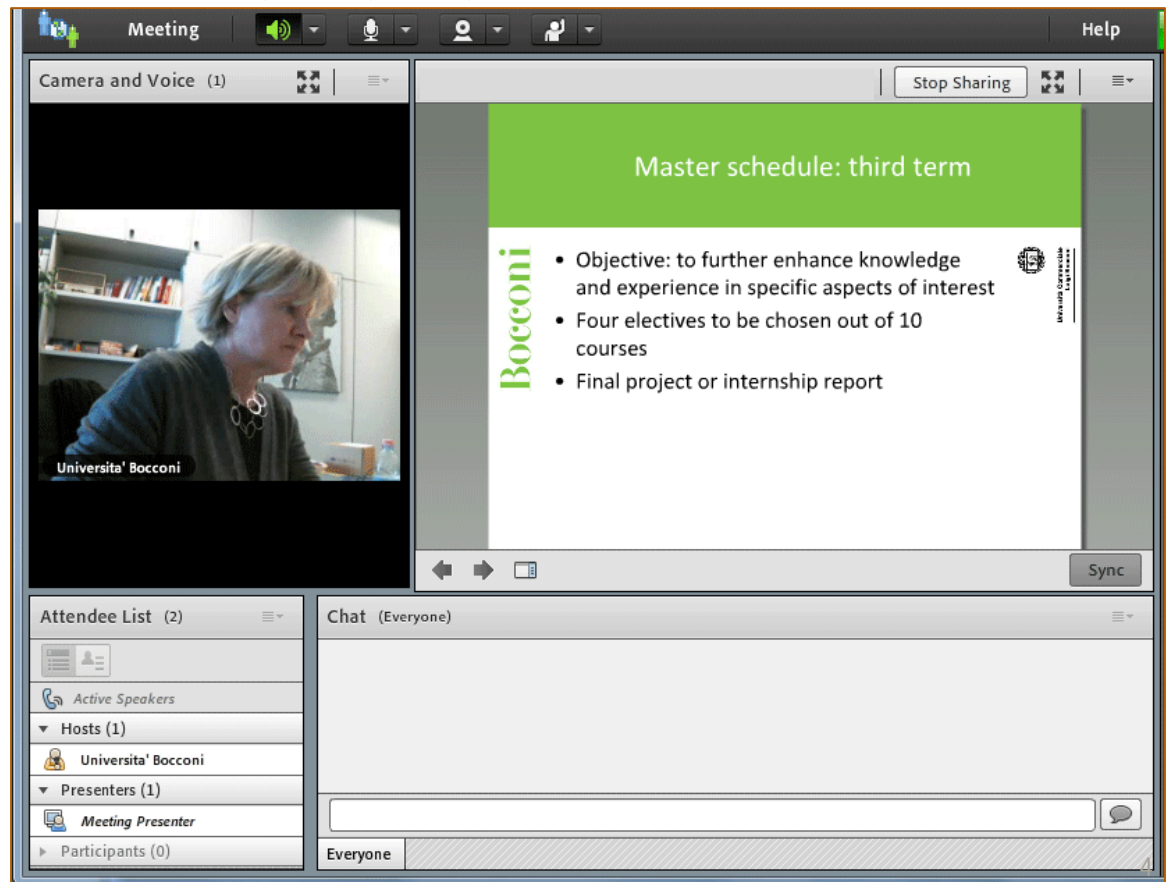


After closing the pop-up, please note that you are in preview mode: click on Start Sharing.

IMPORTANT: external webcam or microphone have to be connected before access the meeting. If you are already inside the meeting you have to close it and re-enter.



Please note that:
 - GREEN icon means ON
 - WHITE icon means OFF



SHARING A DOCUMENT

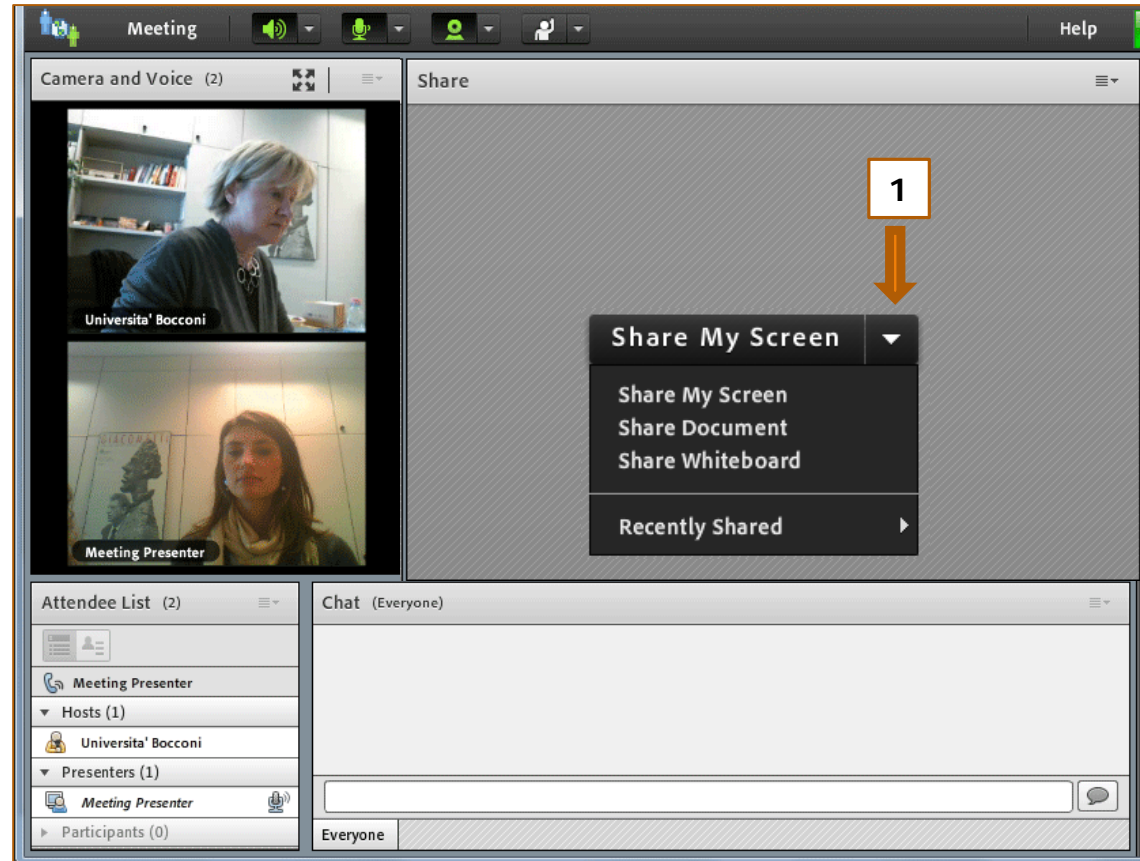
You can share your document opening the menu of the pod Share (1).

You can choose to share between:

Screen sharing: it can be a desktop/full screen, an application or a window

Share Document: it can be a pdf, ppt, gif and jpg file, available in your computer resources

Whiteboard sharing: application of board in which you can write, draw



ACCESSING A MEETING BY MOBILE

Download the app ADOBE CONNECT to participate by mobile device (iPhone, iPad, Android)



Enter the link below and your credentials to attend the DL SESSION

<http://bconnect.unibocconi.it/iefe2018/>

