

Adobe Connect Explained



Click on the link your teacher sends you in Google Classroom. It will look something like this:

<https://connect.schools.nsw.edu.au/unique-meeting-code-here/>

1. If you don't already have Adobe connect installed on your device, it will ask you to do this (some computers may let you open a web-based version of it in your browser). Your window may look like this – you need to click 'Run':

The screenshot shows the Adobe Connect download page with the following text:

Adobe Connect

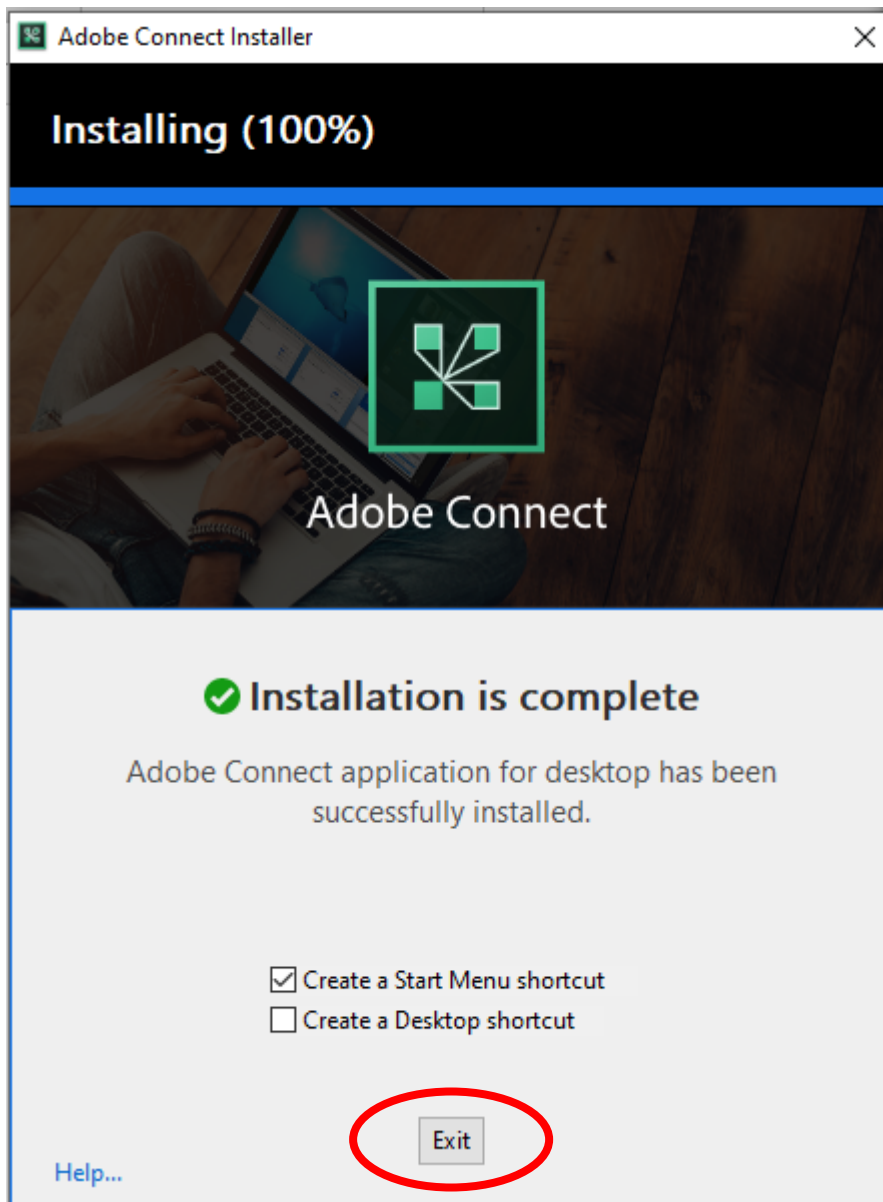
Thanks for downloading Adobe Connect application
The download will begin in a moment. If not then [download again](#)

Below this are three steps:

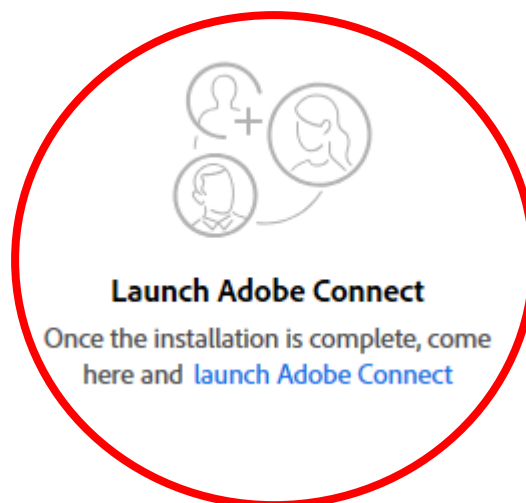
- Open the Installer**
Locate the installer file and double click to start the installation.
- Click 'Yes' to Run**
Authorize the installer by following the instructions on the security dialog.
- Launch Adobe Connect**
Once the installation is complete, come here and [launch Adobe Connect](#)

At the bottom, a Windows security dialog box is shown with the text: "What do you want to do with ConnectSetup.exe (287 KB)? From: download.adobe.com". The "Run" button is circled in red.

2. Once it is installed, you will see this window – you need to click 'Exit':



3. Back on your previous screen, you need to click on 'Launch':



4. You will see this screen and here is where you need to enter your meeting link (like the one at the start of this information sheet).



Welcome to Adobe Connect!

Enter the Adobe Connect meeting, seminar or content URL to join.

Continue

yourdomain.adobeconnect.com/meetingroom

Recents

Favorites



No recent Meetings.

Your recent meetings will show up here.

Type the link in here OR an easier option is to COPY the link and then PASTE it here.

5. You will see this screen. Here you need to type in your name – just your first name is fine.

The screenshot shows the Adobe Connect meeting join interface. On the left, there is a sidebar with the Adobe Connect logo, a back button, a placeholder for the meeting name, the NSW Government Education logo, and a selection between 'Guest' (circled in red) and 'Registered User'. Below this is a 'Name' input field, a disclaimer, and an 'Enter Room' button. The main area features a colorful abstract geometric background. Two red arrows point from text boxes to the interface: one points to the 'Guest' selection with the text 'Leave it as 'Guest''.', and the other points to the 'Name' input field with the text 'Type your name here.'.

Adobe Connect

< Back

Meeting Name will be here

NSW GOVERNMENT Education

Guest Registered User

Name

By entering a Name & clicking "Enter Room", you agree that you have read and accept the [Terms of Use](#) & [Privacy Policy](#)

Enter Room

Help © 2001-2019 Adobe. All Rights Reserved.

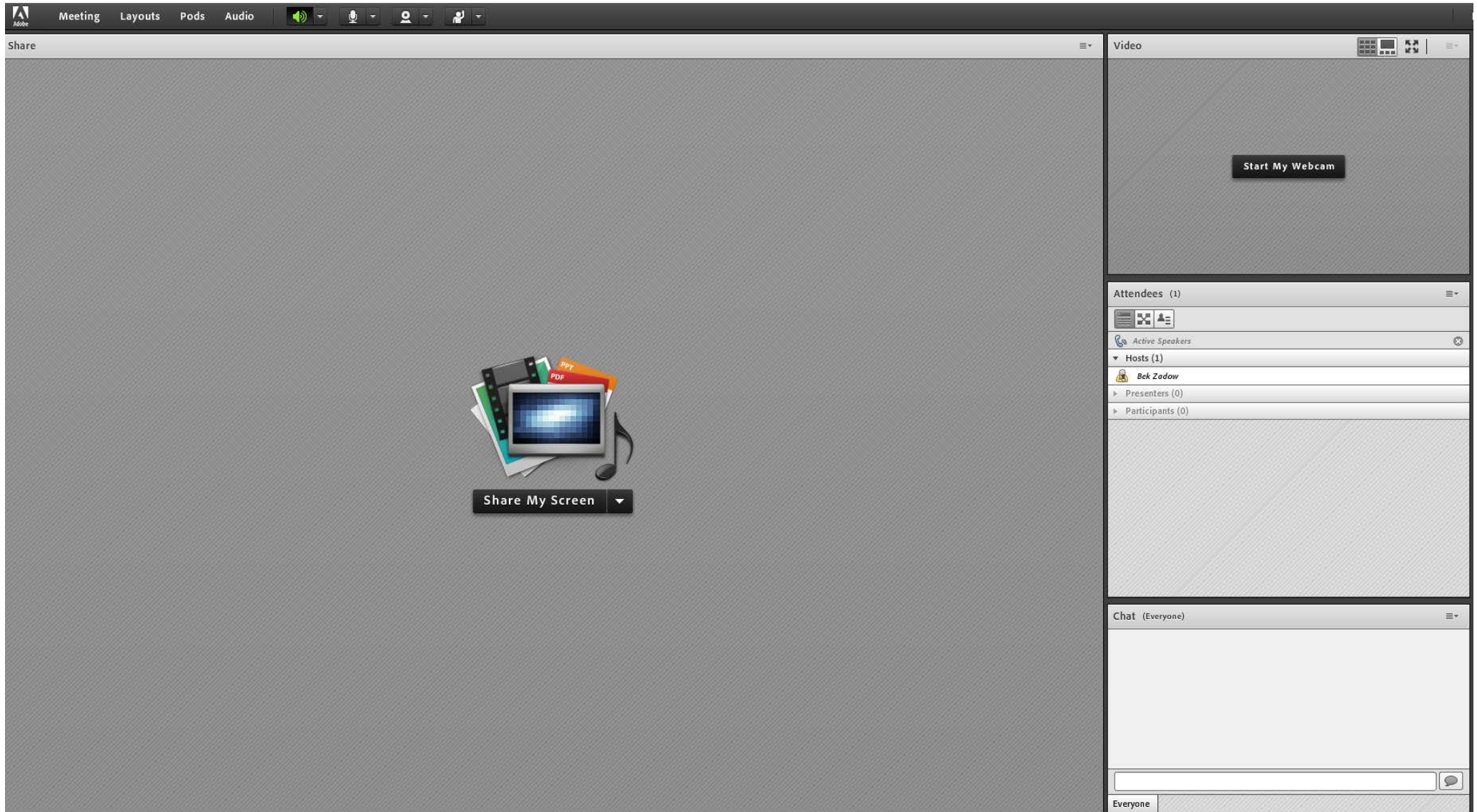
Leave it as 'Guest'.

Type your name here.

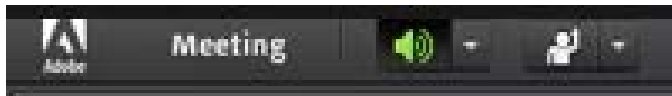
6. You will see this screen.....you may see it for a while, just be patient 😊



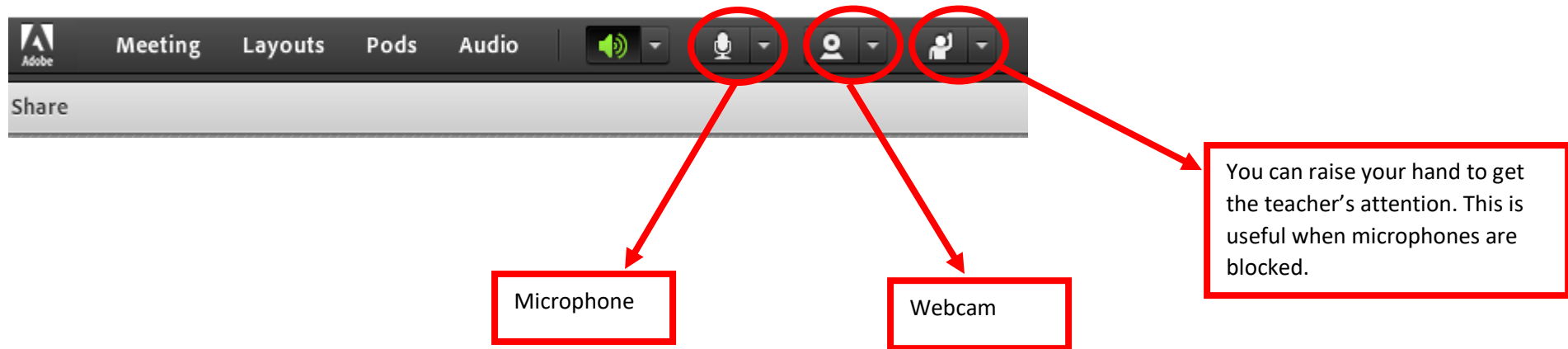
7. Once loaded, your screen will look something like this:



8. Your top task bar will look like this to start with:

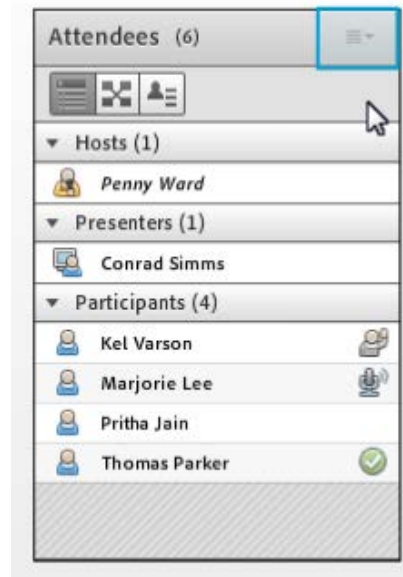


9. If you have a webcam and a microphone, you can choose to use them. You won't be able to make them work until the teacher running the Adobe Connect meeting lets you. When they let you, the microphone icon and the webcam icon will appear on your task bar like this:

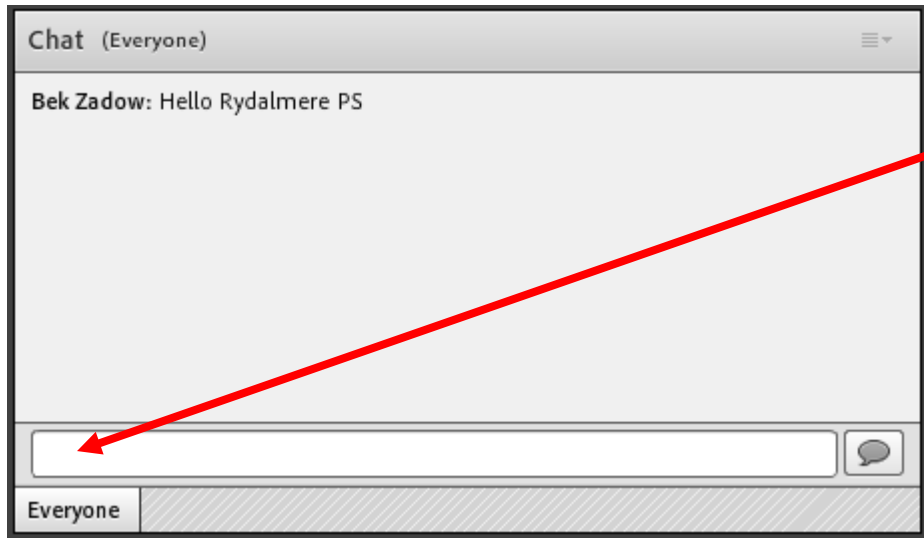


10. When your icons are white in colour, they do not work. You have to click on them to turn them GREEN. When they are green, they are working. Also, so that your video is visible to others, you need to share your webcam by clicking on 'Share my webcam' (this is on the black button where you will see your face if you have your webcam on).

11. You will be able to see who else is in the meeting in the Attendee pod:



12. You can chat to others in the Chat pod:



Type in here and press 'Enter' to send the chat.

What you need to know:

- During lesson time, there will be times when your teacher blocks your microphone. This is to stop extra background noise for everyone when the teacher is trying to give clear instructions. The only other time your microphone will be blocked is if you are talking when you are not meant to. When your teacher unblocks the microphones, they will tell you. You will still need to go back up to the task bar to make it turn GREEN again.
- Some lessons may work better without webcam so it may not be enabled. During these lessons, it is important you listen to your teacher's voice and when appropriate you can speak in to your microphone or type in to the chat.
- If your teacher is talking and you can't hear, first check that your speakers or headphones are on. If they are and you still can't hear, type your teacher a message in the chat pod.
- Remember that everyone in the meeting can hear and see everything you do or say.
- Any child who presents to a meeting in unsuitable dress will be blocked from the meeting.