

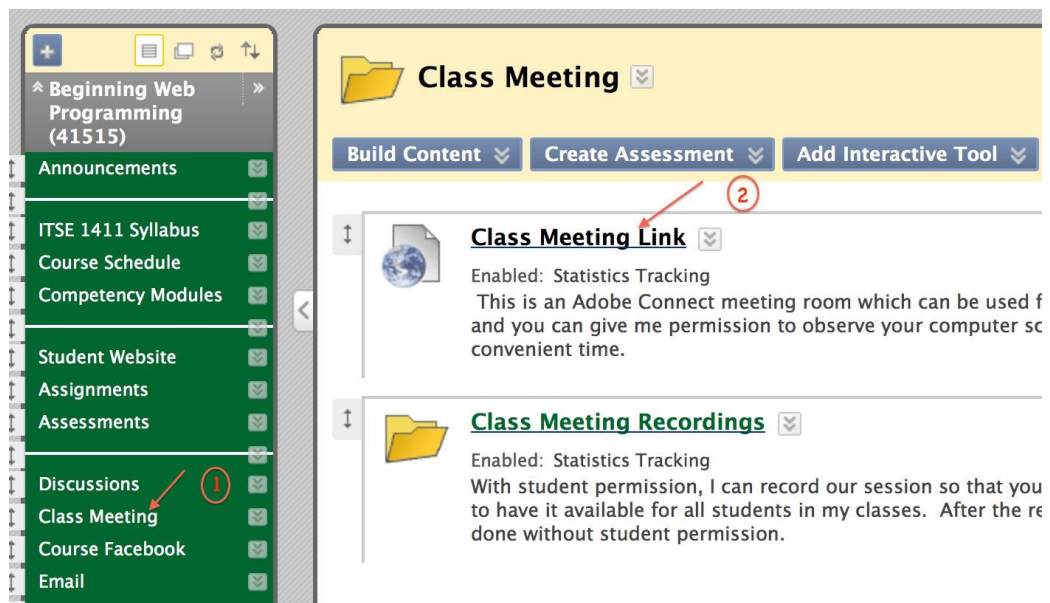
## Communicating with your professor by using Adobe Connect

### A step by step guide

Students don't need to have Adobe Connect accounts and don't need to download any software to attend Adobe Connect meeting.

Students who set up an online meeting with their professors only need to:

1. Log into corresponding Blackboard course
2. Click "Class Meeting" on left side of the menu, then, click "Class Meeting Link"



3. Click "Enter as a Guest", then, enter your full name so that your professor knows who you are. Then, click "Enter Room".



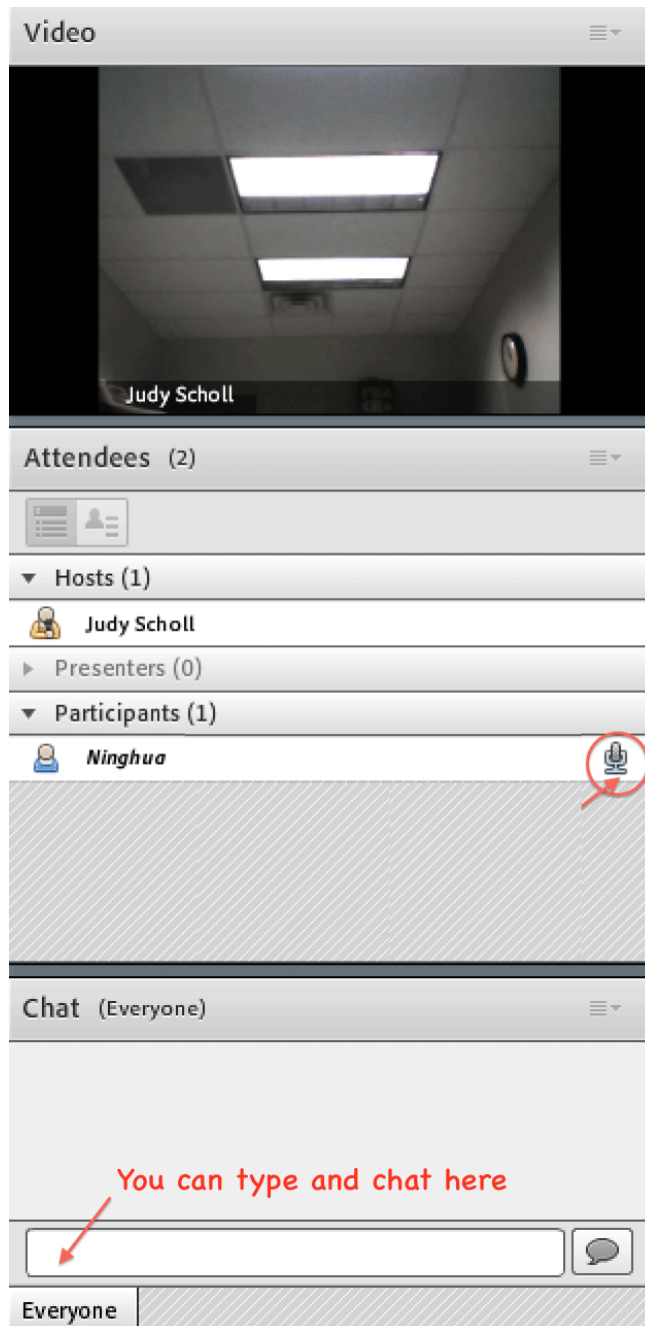
### Web Programming

☒ Enter as a Guest

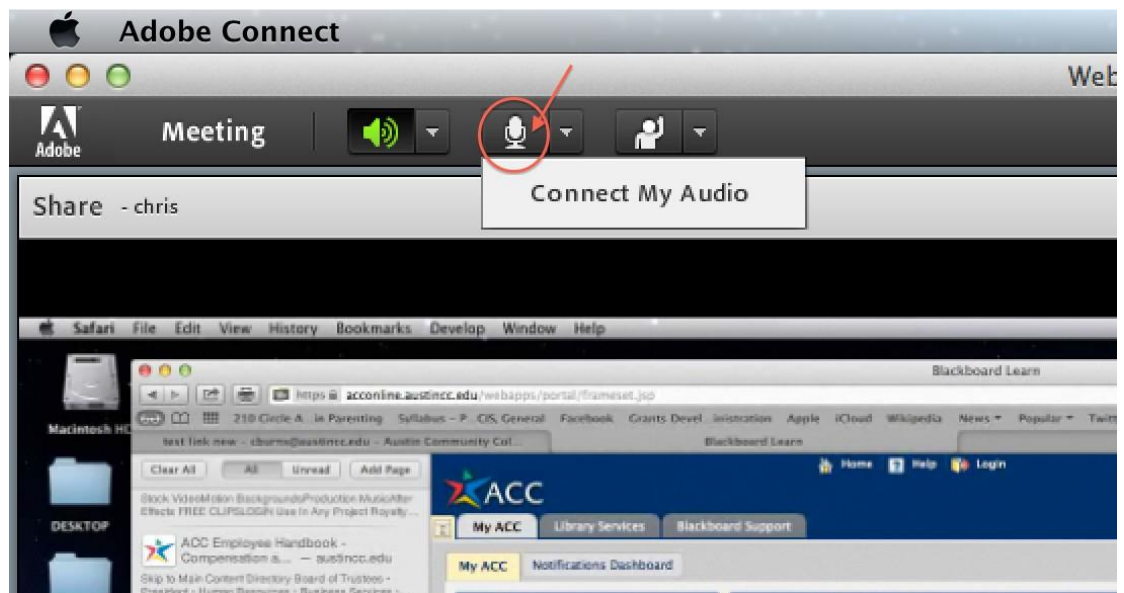
Name  Enter your full name so that your professor knows who you are

☐ Enter with your login and password

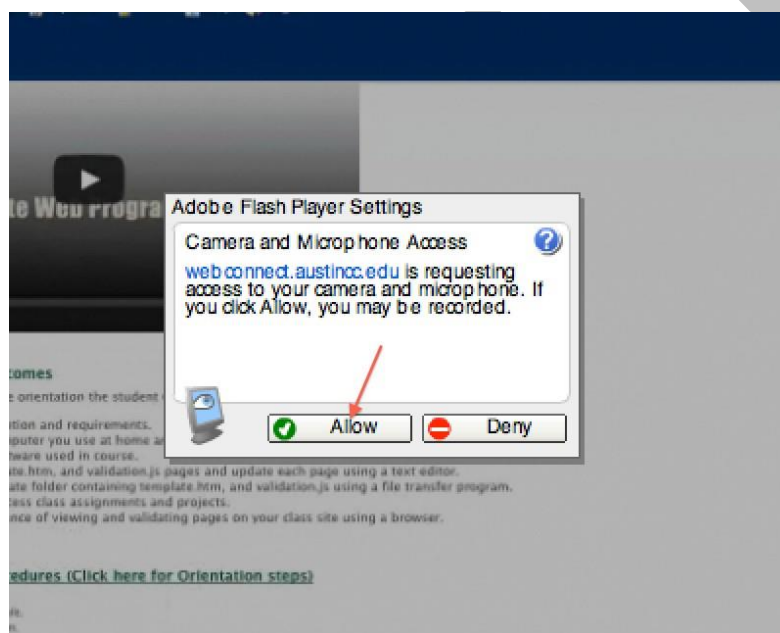
4. When you are in the online class meeting room, on the right side of the window, you will see a microphone icon beside your name. You also can type and chat.



5. On the top center of the screen, click the "microphone" icon to connect your audio.



6. Then, you will see a screen of “Adobe Flash Player Settings”. Please click “Allow”.



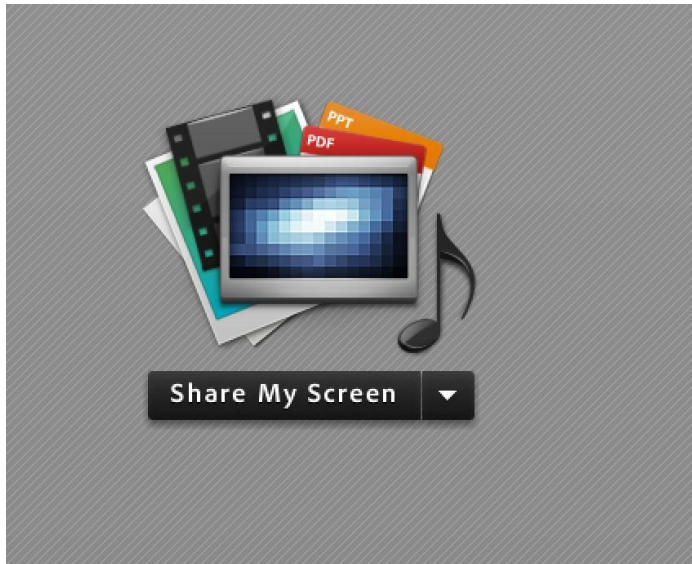
7. The “Microphone” icon will turn green.



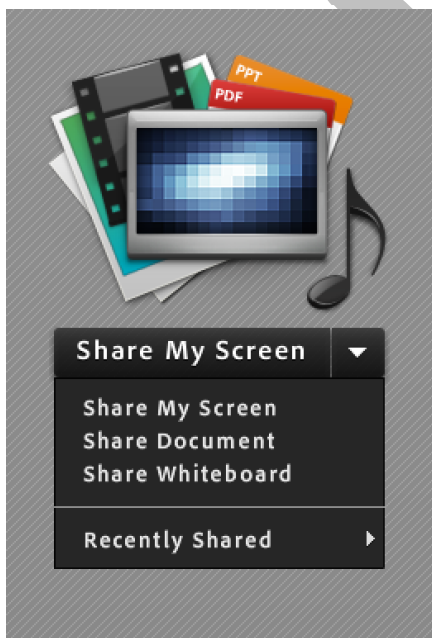
8. You should be able to speak with your professor now.

## Sharing the screen or your documents in Adobe Connect

In order to share your screen or documents in Adobe Connect, the professor needs to change your role to “presenter.” After switching your role, you will be able to see “Share My Screen” in the center of your screen.



Click the drop down menu, then, you can select “Share My Screen”, or “Share Document”





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