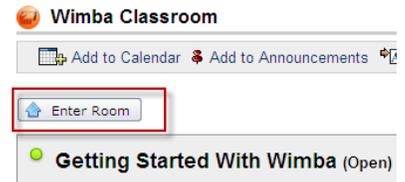
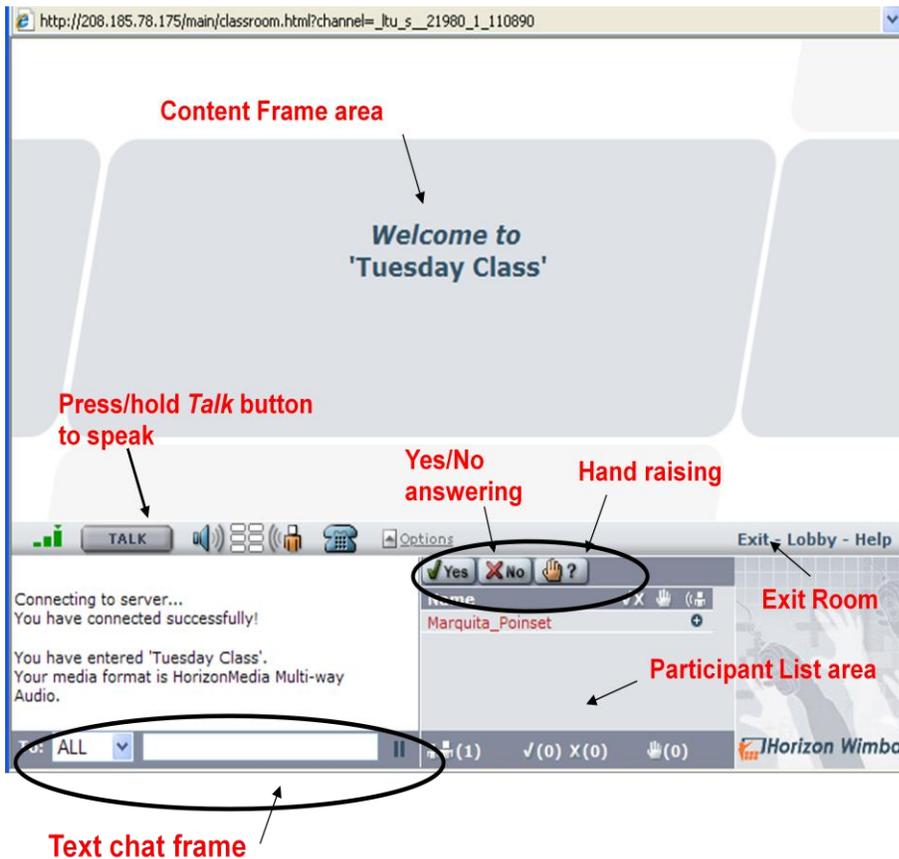


How do I participate in a Live Classroom session?

After successfully completing the **Setup Wizard**; click the **Enter room** icon located above the room name



Room Interface



Content Frame Area

This area will display presentation material or whiteboard function as it is presented by the instructor

Media Bar



Network Indicator: Indicates network strength Green Bars (3) indicate a good network connection; less than three bars; yellow indicator or red indicate low; lost network signal. It is suggested that you use “hard-wire” network connection if possible for maximum connectivity.

Talk Button: If you are given the option by the instructor to use the microphone you must press and hold down the Talk Button while speaking

Audio Indicator: Increasing / decreasing audio bars as you are speaking (left) or the presenter is speaking (right)

Camera: Webcam option

Telephone option: Not normally used but in case audio is not functional, the instructor may suggest that you “dial in” for the session

Options: Provides additional media options (normally only used by presenter)

Text Chat

You can use the chat area to type in responses/questions for the class / instructor to see. To send a text to the instructor only, click the down arrow to the right of “**To:**” select the instructor’s name before you type in your message.

Yes/No - Handraising

To answer *yes/no* questions; click on desired button; to *raise your hand* for a question or to be given the microphone; click the *Handraising* button. The presenter will see the indicator next to your name in the **Participant** area of the screen.

Participant List

Displays the names of the instructor/students/guests that are participating in the live session

Exit

To exit the class and disconnect from the session click the **Exit** icon

If you experience any difficulties during the set-up process, you can the LTU Help Desk during normal business hours **248.204.2330** or email: helpdesk@ltu.edu; contact Wimba’s technical support (**available 24/7**) at **866.350.4978** (this is not a toll-free number) or email technicalsupport@wimba.com.