



Joining a meeting room using an iOS or Android unit

This manual aims to show how to attend a meeting in Adobe Connect using an iOS (iPhone, iPad, etc) or Android unit (smartphone, tablet computer)

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How do I join a meeting room with an iOS unit such as iPhone or iPad?



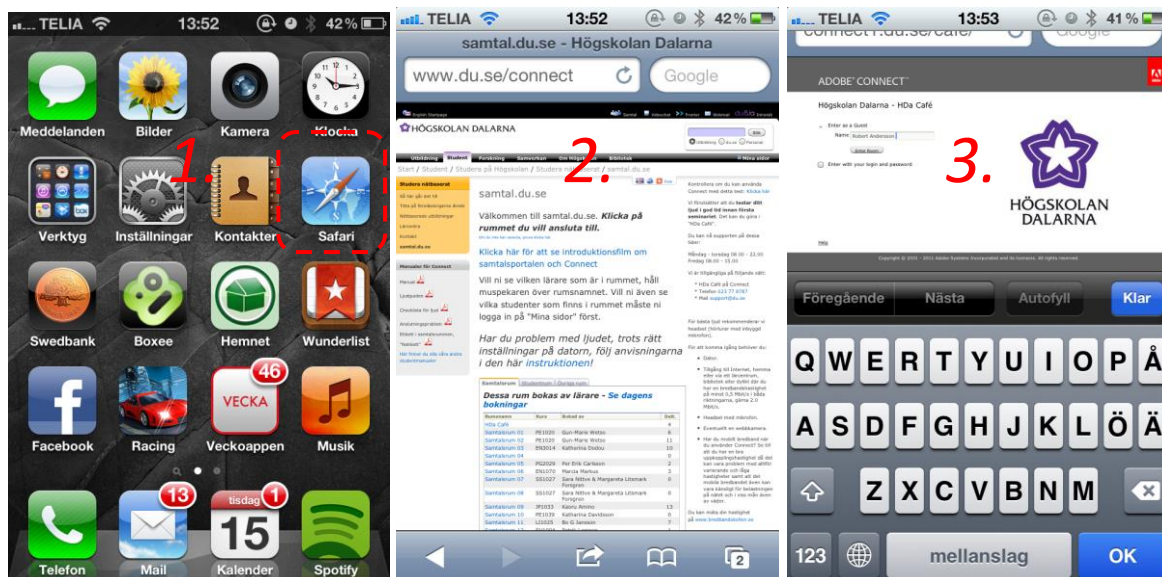
Because Adobe Connect uses Flash, which iPhone doesn't support, you need a separate application if you want to attend a meeting using your iOS unit.

You can find the Adobe Connect application by searching the App store on your iPhone, your computer or directly at: <http://itunes.apple.com/se/app/adobe-connect-mobile-for-ios/id430437503?mt=8>

The application supports audio, video, chat and notes. Please note that it does not support uploading documents to the share pod. This feature might be something that your teacher wants you to use.

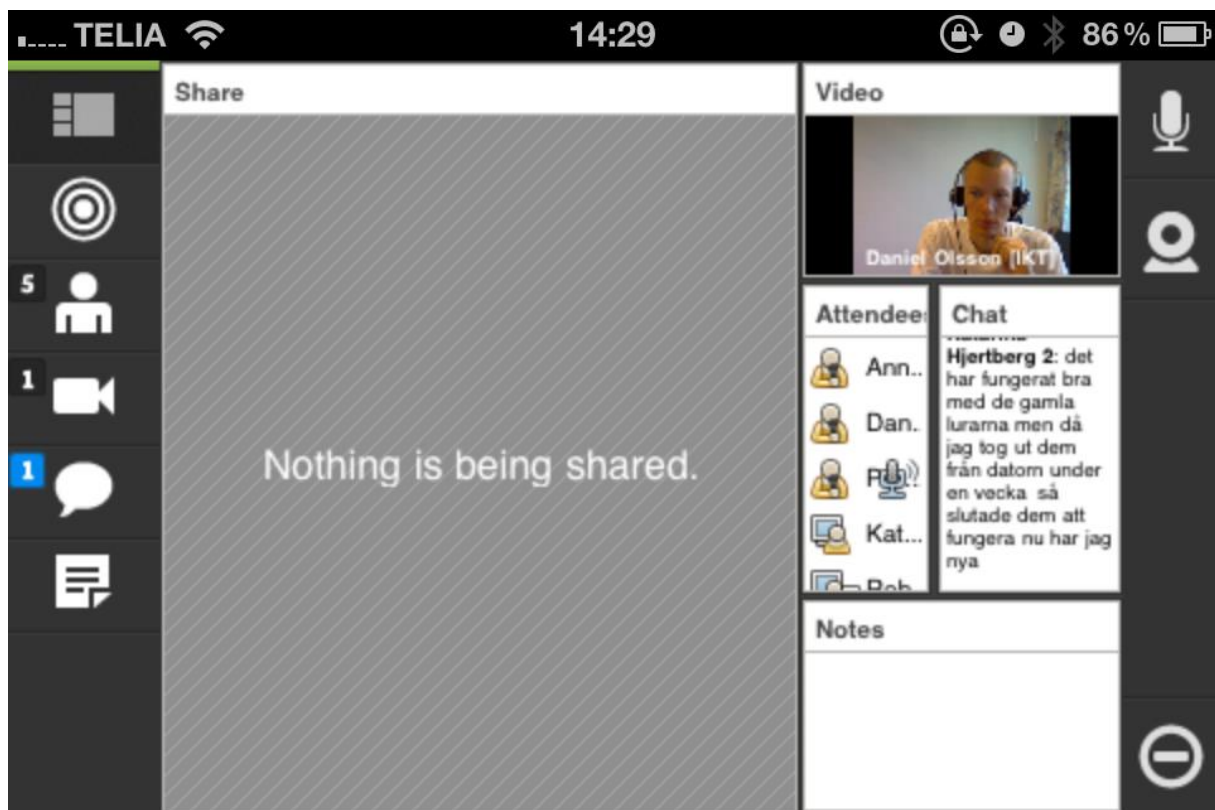
You can join a meeting in one of two ways. Either go to <http://meeting.du.se> in your cell phone's/unit's web browser (image #1) and click the room you wish to join (image #2).

When you have done that you will be presented with a login screen (image #3).



Enter either as guest or using the user name and password provided to you by the University. When you click “Enter Room” the application “**Adobe Connect Mobile**” will start and you will be in the meeting room. If you do not enter the meeting room, please see the section “Directly joining a meeting room”

This is what a meeting room looks like on an iPhone:



Directly joining a meeting room

You can also join a meeting room directly from the application if you know the address. The rooms at the University have the following addresses:

HDa Cafe - <http://connect1.du.se/cafe>

Meeting room 01 – 50 - <http://connect1.du.se/samtalXX>

Change XX to the number of the meeting room, ie:

<http://connect1.du.se/samtal01>

<http://connect1.du.se/samtal50>

Student room 1-30 - <http://connect1.du.se/studentrumXX>

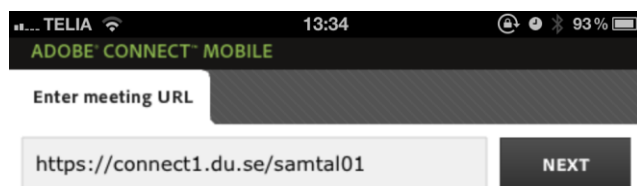
Change XX to the number of the meeting room, ie:

<http://connect1.du.se/studentrum1>

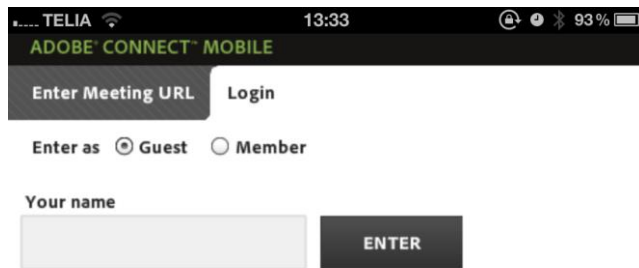
<http://connect1.du.se/studentrum30>

NGLC Education room - Student- https://connect1.du.se/utb_student

Enter the address in ***“Enter meeting URL”*** and click ***“Next”***.



Choose between **“Guest”** and **“Member”**. If you select **“Guest”** you will only have to enter a name. If you choose **“Member”**, use the user name and password given to you by the University.



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ADOBE CONNECT MOBILE

Enter Meeting URL Login

Enter as Guest Member

Your name

ENTER



How do I join a meeting room using an Android unit?



Depending on the kind of Android unit you are using, it is possible that you can join using the web browser, if you have installed Adobe Flash Player. You can do this via Android Market.

However, we recommend that you use the application for Adobe Connect instead. You can find it in Android Market or at:

<https://market.android.com/details?id=air.com.adobe.connectpro> . Install it using the on-screen instructions.

Then go to the next section, “How do I use Adobe Connect with an Android Unit?”



How do I use Adobe Connect with an Android Unit?



First, start the **"Connect"** application and choose your meeting room. The three last visited rooms are stored. Choose your room and click **"Next"**.



The rooms at the University have the following addresses:

HDa Cafe - <http://connect1.du.se/cafe>

Meeting room 01 – 50 - <http://connect1.du.se/samtalXX>

Change XX to the number of the meeting room, ie:

<http://connect1.du.se/samtal01>

<http://connect1.du.se/samtal50>

Student room 1-30 - <http://connect1.du.se/studentrumX>

Change XX to the number of the meeting room, ie:

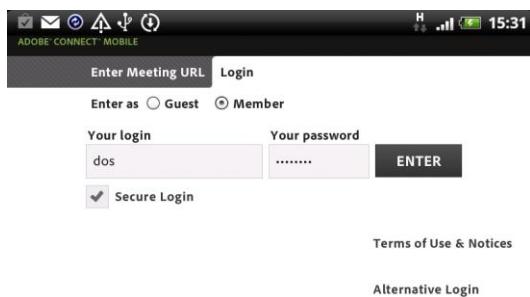
<http://connect1.du.se/studentrum1>

<http://connect1.du.se/studentrum30>

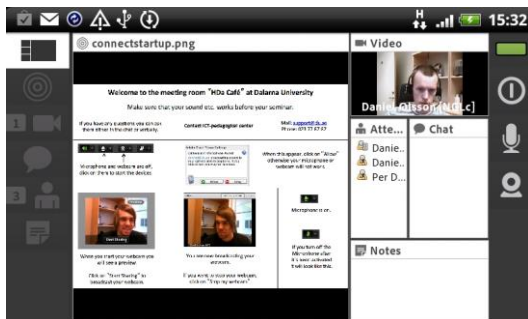
NGLC Education room - Student- https://connect1.du.se/utb_student

Choose to join as “Guest” or “Member”. If you select “Guest” you will only have to enter a name. If you choose “Member” use the user name and password given to you by the University.

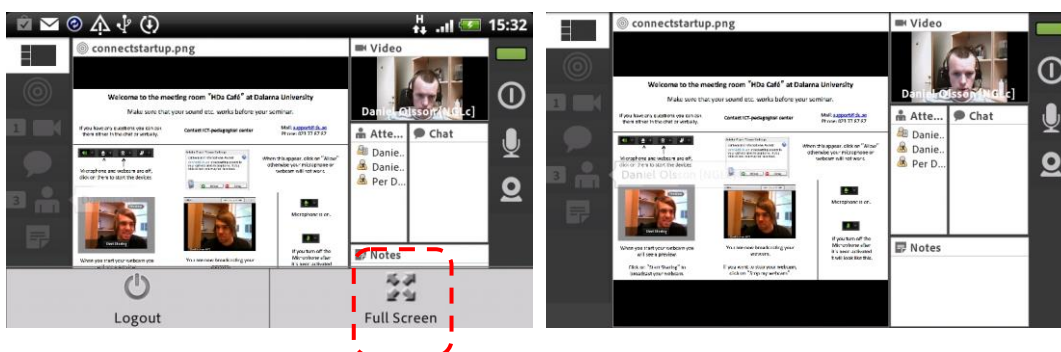
Make sure that the box **“Secure Login”** is checked. Then click **“Enter”**.



You are now in the room and can follow what is happening.



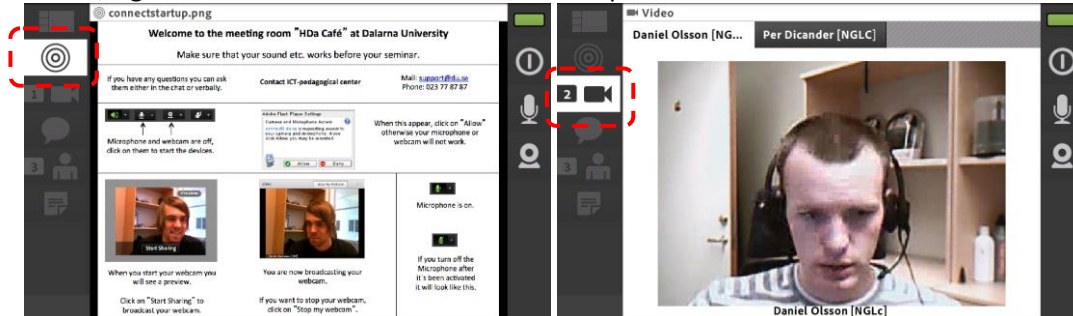
If you wish to go to a full screen mode, press the menu button on your unit and then **“Full Screen”**. The right screen below shows the full screen mode.



Click on the left side icons to switch pods.

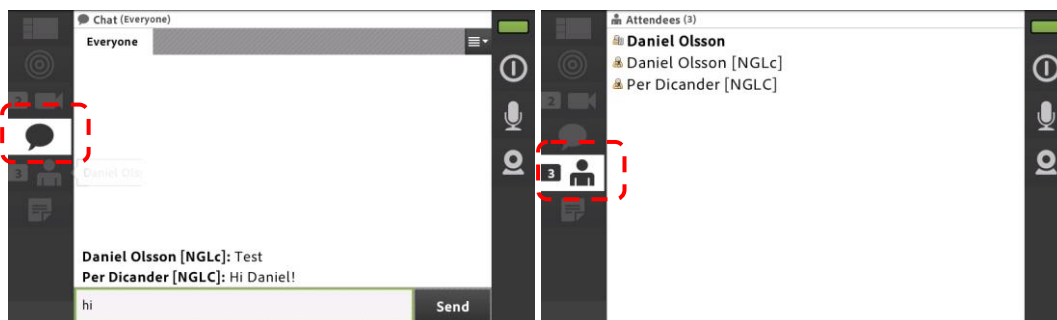
Below, left: share pod. If you click the image you can zoom.

Below, right: video. Click the name to select that person's camera.



Below, left: Chat. Click the field at the bottom to write and "Send" to send your message.

Below, right: Attendees, a list of participants.

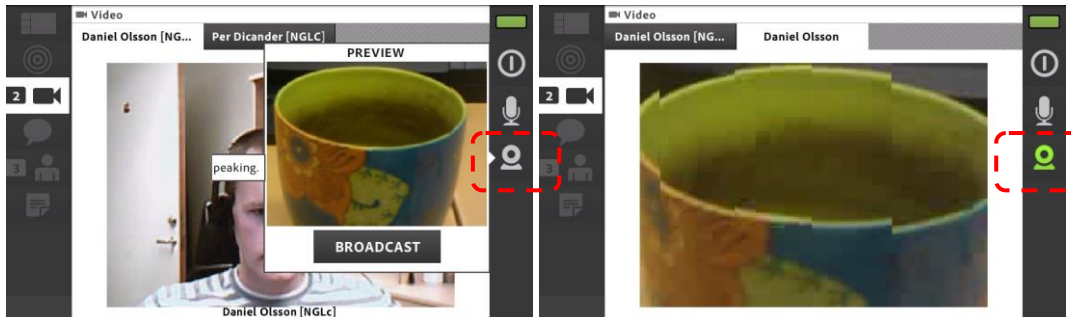


Below: Notes. Click in the white field to write text.



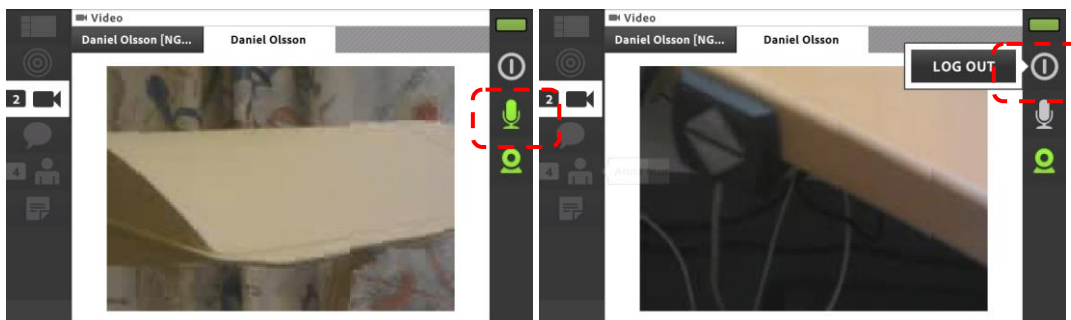
Below, left: To start your camera, click on the icon to the right and then “Broadcast”.

Below, right: You are broadcasting. Click on the icon again to turn the camera off.



Below, left: To turn your microphone on, click on the microphone button to the right. Green = on. Click on it again to turn it off.

Below, right: To leave the room, click on the exit icon and then “Log out”.





Recommendations

We recommend that you participate using a computer to get a larger view and access to more functions, for example the possibility to upload documents. If you have a slow wireless connections such as “mobile broadband”, “wi fi” or “wlan”, you might experience severe delays. Do not regard the smart phone or tablet as a supplement but rather a complement.

NGL Centre

This manual is created by NGL Centre. If you discover defects or other failures, please let us know by e-mail at support@du.se.

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