Adobe CONNECTiquette

What is Adobe Connect?
A virtual Classroom where faculty & students meet to discuss, present, and share documents.

How do people access this Virtual Room?
Participants will receive the following in an initial email from the host of the class:
1. the Adobe Quickstart Guide for Participants,
2. the classroom URL, and
3. the URL for troubleshooting support.

Participant’s Initial Steps & Responsibilities begin before the start of each session.
It is every participant’s responsibility to ensure that each class session is a high-quality experience. Approximately 30 minutes before the start of class, CHECK the following items on your computer. The use of different applications will re-configure your audio settings, so you must follow these guidelines before every class.
1. Is your internet BANDWIDTH adequate? To maximize your available bandwidth, do the following:
   • Close all other applications and other websites on your computer.
   • Devices with wireless technology (such as TV, phone, Wii, etc.) all compete for bandwidth at your location, so turn off these devices or move to another room. If possible, connect through a non-wireless connection so you have a more stable connection.
   • Public locations with wireless technology (such as coffee cafes, restaurants, libraries, and even apartment complexes, etc.) have patrons that are also competing for bandwidth at your location, so do not attempt to attend Adobe Connect sessions in these types of places.
2. Use this link to verify that you have all the add-ins/plug-ins installed.
   https://seminars.adobeconnect.com/_a227210/vqs-participants/
3. Read the Adobe QuickStart Guide for Participants at
4. Connect your headset and webcam to the computer before you attempt to enter the link. The computer must recognize these devices before you follow the URL into Adobe Connect.
5. Now, follow the classroom URL emailed by the Host.
6. Log in as a “Guest” using your name.
7. Complete the Audio Set-Up Wizard before the class begins. This is located in the “Meetings” tab.
8. To activate your microphone, click on the white “microphone button” at the top of the screen and choose “Connect My Audio”.
9. To activate your webcam, click on the white “webcam button” at the top of the screen and choose “Start My Webcam”.

Participant’s Resources for Troubleshooting
Class time will not be used to troubleshoot and UH IT does not troubleshoot this software; however your course graduate assistant can assist you when needed during an appointment outside of class. If you experience problems with connections, hardware, audio, etc., your self-service and assisted support options are offered through the Adobe Connect Support Center at http://www.adobe.com/go/ct_support_center_en. Classes will be recorded and archived. If no solution can be immediately found, you can always mute your microphone and listen to the class and/or recorded class.